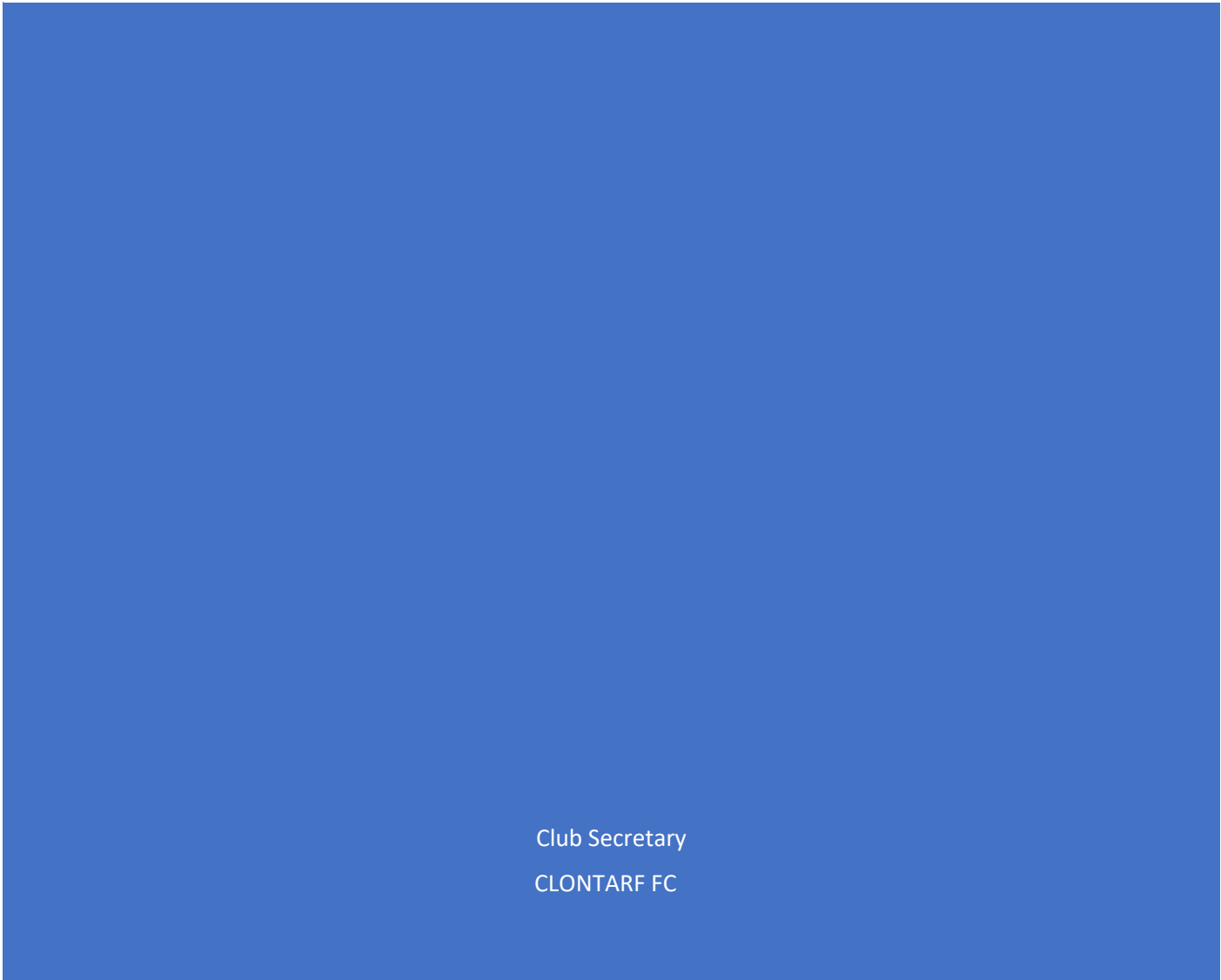




CLONTARF FC CLUB CONSTITUTION



Club Secretary
CLONTARF FC

CLUB CONSTITUTION

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CLUB CONSTITUTION

Article I - Name

This Club shall be known as Clontarf Schoolboy/Girl Football Club', here and after referred to as “the Club”

Article II - Purpose

To promote and encourage the game of soccer throughout all age groups in the Parish of Clontarf but not exclusively.

Article III - Membership

Section 1- There shall be one class of member: Active. Only active members shall have the right to vote and to hold elective office in the Club.

Section 2- Active members of this Club shall be those parents or guardians whose children (under 18 years of age) are duly registered as players with the Club during the current fiscal year (as defined in Article XIII).

Section 3- Coaches, team managers and active volunteers who do not have children duly registered with the Club shall also be considered active members.

Section 4- Persons (over 18 years of age) who are registered, as players with the Club during the current fiscal year shall also be considered active members.

Section 5- All members shall abide by this Constitution, and all rules and regulations as adopted by the Club and Executive Committee.

Section 6- Membership in this Club may be subject to termination for participating in actions, in organizations, or in such activities as is deemed reprehensible and in violation of the purposes of this Club. The Executive Committee of the Club, as defined in these bylaws, shall afford a member a hearing and shall make a ruling based upon said hearing. A majority vote of the Executive Committee present at said meeting shall be necessary to enforce a reprimand action and/ or termination of membership.

Article IV — Registration Requirements

Section 1- Any child (under 18 years of age) registering with the Club shall submit all documents as required by the Club before becoming eligible to play.

Section 2- Any person (over 18 years of age) registering with the Club shall submit full payment of fees and all documents as required by the Club before becoming eligible to play.

Article V - Officers

Section 1- The elected officers of this Club shall be as follows:

1. Honorary Chairperson
2. Honorary Secretary

3. Honorary Treasurer
4. Child Welfare Protection Officer
5. Committee member

The Officers shall be elected at the Annual General Meeting as outlined in Article X of this Constitution and shall hold office for a term of one fiscal year or until their successors are elected.

Section 2- No person may hold two offices simultaneously.

Section 3- The Honorary Chairperson shall preside at all meetings of the Club. He/ she is empowered to call meetings of the Executive Committee, Club Committee, emergency meetings or general meetings for good cause. The Chairperson is the final authority for the interpretation of the Constitution.

Section 4- The Honorary Secretary shall keep a record of the proceedings of this Club. The books and records of the Secretary shall be delivered to his or her successor in office. The Honorary Secretary shall keep records of any important changes or events occurring within the Club and shall undertake all official Club correspondence. He/she shall also keep an up-to-date copy of the Constitution.

Section 5- The Honorary Treasurer shall make all disbursements of money approved by the Club Committee of the Club. The books and records of the Treasurer shall be delivered to his or her successor in office. The Treasurer shall collect all revenues and shall make a full report of the finances of the Club at the Annual General Meeting.

Section 6- The officers shall perform the above duties and such other duties as are prescribed by this Constitution. Specific duties of each Executive Committee position (if needs dictate) shall be reviewed and outlined prior to the Annual General Meeting.

Article VI — Executive Committee

Section 1- The Executive Committee shall consist of: the Honorary Chairperson, the Honorary Secretary and the Honorary Treasurer.

Section 2- It shall be the function of the Executive Committee:

1. to oversee the affairs of the Club
2. to formulate an agreed course of action for the Club
3. to submit issues for consideration to the Club Committee
4. to make policy recommendations for the adoption of the Club Committee to perform such other duties as are specified in these Articles

Section 3- Each member of the Executive Committee shall be elected by an uncontested nomination and/or by a majority vote of the membership at the Clubs Annual General Meeting.

Section 4- The Executive Committee shall appoint a member to fill any position that may become vacant.

Article VII - Club Committee

Section 1- The Club Committee shall consist strictly of the Honorary Officers of the Club and up to six other members. The Executive Committee shall have (at any time) the sole and incontrovertible right to co-opt any other club member onto the Club Committee. The process of co-opting onto the Club Committee shall be noted at the next AGM or other meeting of all Club members.

Section 2- The function of the Club Committee shall be to (where necessary):

1. interview applicants for the vacant team managers positions within the club
2. select and appoint applicants to the aforesaid vacant team managers positions discuss and vote on issues submitted to them by the Executive Committee
3. formulate (on behalf of the Club) an agreed course of action on said issues and perform such other duties as are specified in these Articles.

Section 3- It will also be the responsibility of the Club Committee to decide on, develop and implement the Club's programme of activities for the coming year.

Section 4- The Club Committee shall meet at the call of the Honorary Chairperson or any two of the Executive Committee members.

Section 5- Four members of the Club Committee shall constitute a quorum at Club Committee meetings for the transaction of business.

Article VIII - Meetings

Section 1- The Club Committee shall meet where possible once a month at the call of the Honorary Chairperson or on the request of two members of the Executive Committee.

Section 2- Club Committee members will be given 3 days' notice of any postponement or cancellation in the forthcoming monthly Club Committee meeting.

Section 3- The Executive Committee shall call Annual General Meetings as deemed appropriate (no more than 14 months after the previous AGM). The Annual General Meeting shall be held for the purpose of electing officers and committee members, voting on amendments to this constitution, to inform the general membership of any procedural changes, hear the annual report on the previous year, and conduct whatever business needs to be handled.

Section 4- Notices of all Annual General Meetings shall be published at least two weeks before the meeting date.

Section 5- Special interim meetings of Club members may be called by the Executive Committee as they deem fit.

Article IX — Elections

Section 1- Officers and committee members shall be elected at the Annual General Meeting.

Section 2- Only active members of this Club shall be eligible to be candidates for an elective office or position within the Club. A candidate for any of the Executive Committee member positions must have been an active member for at least two years.

Section 3- Official nominations for an elective office or position within the Club must be received in writing (e-mail acceptable) by the Honorary Secretary seven working days in advance of the upcoming Annual General Meeting.

Section 4- If no official nomination has been received for a vacant position within the club then proposals of candidates from the floor will be accepted at the Annual General Meeting.

Section 5- Candidates who are the only official nomination for a vacant position within the Club will be automatically deemed elected.

Section 6- In the event there is more than one candidate for the same vacant position, the candidate receiving the majority of the votes cast shall be the winner.

Section 7- In the event of a vacancy in the Officers of the Club, the Club Committee shall appoint an active member to fill the remaining term of the vacant office. A new officer shall be elected at the next Annual General Meeting.

Article X- Voting

Section 1- Active members of this Club shall be entitled to cast one vote on any matter that may come before the general membership.

Section 2- Voting at all meetings of this Club shall be by show of hands. Voting to amend these Articles shall be by show of hands, unless a majority of the members present vote for a secret ballot.

Section 3- A player who has reached the age of 18 years shall be deemed to be an active member of the Club and will therefore be entitled to a vote in all Club elections and proceedings. This enfranchisement will terminate the voting privileges of the player's parents or guardians (unless they are club members in their own right).

Section 4- All voters at Club elections and proceedings must be over 18 years of age.

Article XI — Public Relations

Section 1- The Club will take no public position on any issue unless this action shall have been approved at a meeting of the Executive Committee.

Section 2- Only the Honorary Chairperson or their authorized representative shall presume to speak for the Club.

Article XII - Expenditures

Section 1- The Club Committee must approve any expenditure in excess of €2,000.

Section 2- The Honorary Chairperson, in his/her sole discretion can approve an emergency expenditure of funds (not in excess of €2,000), only if there is insufficient time to convene a special meeting of the Club Committee or insufficient time to wait for the regularly scheduled meeting of the Club Committee.

In such event, the Chairperson will contact each other Executive Committee member by telephone or e-mail and detail the expenditure and reason for emergency approval. The Executive Committee members will then verbally cast their votes. The Chairperson will tally the votes and notify the Treasurer of the result. The Chairperson will keep written records of all votes and provide them to the Secretary for each members review at the next regular meeting of the Club Committee.

Section 3- Except for these emergency expenditures, all other matters should be conducted at either a regular or special meeting of the Club Committee to encourage discussion and insure each member has the opportunity to voice an opinion before a formal vote is taken.

Article XIII - Fiscal Year

Section -1 For the purpose of preparing and maintaining financial records, the fiscal year of the Club shall begin on the day of the previous year's Annual General Meeting and end the day before the present years Annual General Meeting.

Article XIV - Amendment of the Constitution

Section 1- This Constitution may only be amended at an Annual General Meeting or an Extraordinary General Meeting of the Club by a two-thirds majority vote of the active members then present.

Section 2- Proposed amendments to the Constitution must be submitted in writing to the Honorary Secretary seven working days in advance of the upcoming Annual General Meeting or Extraordinary General Meeting.

Article XV - Non-profit Status

Section 1- The income and property of the Club shall be applied solely towards the promotion of its main purpose as set forth in this Constitution (see Article II). No portion of the Club's income and property shall be used for the personal benefit of any club member. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the Club. No member shall be appointed to any office of the Club paid by salary or fees, or receive any remuneration or other benefit in money or moneys worth from the Club.

Section 2- In the event of the Club ceasing to operate as a football club any tangible assets owned by the Club will be liquidated and along with any liquid assets such as monies in the Club's bank account will be donated to Charity or another football club as directed by the Executive Committee. Club members will not profit in any fashion from the Club ceasing to operate as a football club.

Article XVI - Disciplinary, Complaints and Appeals Procedure

Section 1- Any person, parent, guardian or member of the Club that has any grievance or source of complaint with any manager or member of the Club must submit a letter to the Honorary Secretary of the Club detailing the grievance or complaint.

Article XVII — Non-discrimination Policy

Section 1- The Club shall not discriminate against any individual on the basis of race, colour, age, sex, religion, national origin, sexual orientation or socio-economic background.

Section 2- The Club will, in an equitable and impartial manner, afford the same rights, privileges, opportunities and activities to all its players and members.

Article XVIII- Child Welfare

Section 1- The Club will, in a fair and reasonable manner, implement and adhere to the "Football Association of Ireland Children Policy", the objective of which shall be to ensure the safety and welfare of all children playing for Clontarf FC (for further details please refer to the club's Child Welfare Policy). The Club will also ensure the appointment of a Child Welfare Officer.