

RUGBY PHOENIX VOLLEYBALL CLUB CONSTITUTION

1) General

- a) The name of the Club shall be the Rugby Phoenix Volleyball Club (hereinafter known as the "Club").
- b) The Club shall be affiliated to the following:
 - i) English Volleyball Association
 - ii) West Midlands Volleyball Association
 - iii) Warwickshire Volleyball Association
- c) The Club shall be bound by the rules of the Associations listed in 1 b.

2) Aim and Membership

- a) The main purposes of the club are to provide facilities for and to promote participation in the amateur sport of Volleyball in Rugby.
- b) Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of Volleyball. The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating. The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- c) The Club believes that every young person that takes part in volleyball should do so in an environment where they feel safe and protected from harm. The Club will adopt and follow the guidelines given by the VE Child Protection documentation.
- d) All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

3) Club Officers

- a) The following Executive Officers shall be elected at the AGM. Executive Officers have full voting rights at Committee meetings (but see 3 a i)
 - i) *Chairman*. Is to be elected to see to the constitutional running of the Club and all its meetings. The Chairman shall have no vote at any meeting, unless a casting vote is required. In the case of a casting vote being required on a decision, the Chairman will have the casting vote.
 - ii) *Secretary*. Is to be elected to see to the day-to-day running of the Club including liaison with the treasurer.
 - iii) *Treasurer*. Is to be elected to deal with all matters relating to Club finance, and to submit a statement of account to the Committee at regular intervals as required.
 - iv) *Coach*. Is to be elected to deal with matters relating to coaching, and is responsible for overseeing the selection of team members.
 - v) *Club Welfare Officer*. Is to be elected to implement and manage good practice and child protection policies
 - vi) *Fixtures Secretaries*. Are to be elected as required to deal with matters relating to league and cup fixtures.
- b) The Executive Committee shall have the power to co-opt Committee members to assist in the running of the Club as required. Co-opted Committee members are not permitted to vote on Committee matters. Such co-opted members might include:
 - i) *Marketing Secretary*. To promote the Club and its activities and to recruit new members.
 - ii) *Social Secretary*. To arrange Club dinners and informal social events.
 - iii) *Equipment Secretary*. To ensure that Club equipment is maintained in a reasonable condition and is available for matches as required.

4) The Executive Committee

- a) This shall consist of the officers listed in 3 a.
- b) Meetings are to be held as required with at least four in a year.
- c) It shall have the power to call an Extraordinary General Meeting should the need arise in compliance with 6 c, but not bound by any clause of section 10 of this constitution.

5) Powers of The Committee

- a) The Committee has the right to suspend/expel from the Club any member who infringes the Club constitution or Club rules.
- b) The Committee shall deal with the day to day running of the Club and Club policy.
- c) The Committee shall have the exclusive power to co-opt members to assist in the running of the Club.
- d) The Committee shall have power to set up sub-committees to deal with specific items. Sub-committees must be chaired by an Executive Committee member.
- e) Each Executive Committee member has only one vote (but see also 3 a i).
- f) The Committee shall not have the power to alter the Club Constitution.

- g) The Committee shall not have the power to vote on any matter unless there is a quorum of Committee members present, excluding the Chairman.
- h) The Committee shall have the power to revise/alter the Club rules at any Committee meeting after reasonable notification of the proposed alteration has publicly been given to Club members.

6) The Annual General Meeting

- a) This shall be held once a year, at the end of the scheduled season in May.
- b) Any business to be brought before the AGM must be submitted IN WRITING to the Secretary not later than five days before the day of the meeting.
- c) The Secretary is to notify all current Club members of the date of the AGM at least 14 days before the date fixed for the AGM.
- d) The AGM shall receive reports from Executive Committee members and Co-opted Committee members as required.
- e) All Executive Committee members shall be elected at the AGM.
- f) Voting shall be as follows:
 - i) Each Club member has one vote (including Committee members), but see also 3 a i.
 - ii) A member may NOT use an absent member's vote under any circumstances.
- g) Changes to the constitution are made as follows:
 - i) The AGM shall have the power to alter the constitution, provided that TWO-THIRDS of those present vote in favour.
 - ii) No vote can be made to alter the constitution unless more than 40% or eight members of the club, whichever is least, are present.
- h) Any Club member who has not paid his/her subscription / registration fees is not allowed to vote at the AGM.

7) Election of Officers

- a) Officers may stand for re-election either for another office, or for the office which he/she holds at the time of the AGM.
- b) Nominations are made as follows:
 - i) The names of prospective officers must be given in writing to the Chairman with the names of a proposer and seconder before the meeting.
 - ii) Neither proposer nor seconder may vote for another candidate for the same office as their own candidate.
 - iii) In the event of no/few nominations for office, the Chairman may accept nominations from the floor, duly proposed and seconded.
- c) A proposer and seconder may only propose and second one candidate for each office.
- d) Election of Executive Officers takes place only at the AGM, unless there are special circumstances (resignation, death etc) when the Committee may select a Club member to fill the vacant office until the next AGM.

8) Finance

- a) The Club shall have an account at an established financial institution.
- b) Cheques must be signed by two of the three nominated Executive Committee members, who must be 18 years of age or older.
- c) Annual subscriptions shall be set by the Executive Committee at the first Committee meeting following the AGM.
- d) Subscriptions will be paid in accordance with Club rules.

9) Dissolution

- a) Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.
- b) Kit, volleyballs, nets etc are also to be transferred to the Regional Volleyball Association.

10) Extraordinary General Meeting

- a) Any member of the Club has the power to call an EGM should the need arise.
- b) The procedure is as follows:
 - i) A written proposal shall be submitted to the secretary.
 - ii) The proposal must have a seconder.
 - iii) A petition carrying the signatures of at least 10% of the total Club membership shall also be submitted with the written proposal 10 b i.