

MK City Volleyball Club Constitution

1. Name

The Club shall be called MK City Volleyball Club, hereafter to be referred to as "the Club" and shall be affiliated to the Volleyball England Governing Body.

2. Rules and Regulation

Games played by all club teams will be in accordance with current FIVB rules.

3. Aims and Objectives

The aims and objectives of the Club are to foster, promote and improve the sport of volleyball at all levels, providing opportunities for recreation and competition, within all areas of the community in Milton Keynes and the surrounding area, for male and female participants, of all ages and abilities.

4. Membership

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept the regulations and code of conduct that the Club has adopted.

Membership of the Club shall be open to any person who subscribes to the above objectives, regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

Members will be enrolled in one of the following categories:

- Local League Membership
- National League Membership
- Social Membership
- Junior membership (Under 18 years of age)

Membership fees will be reviewed, set annually and agreed by the General Committee or determined at the Annual General Meeting. Fees may differ between membership categories.

The General Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute.

Appeal against such a decision may be made to the Club's members and decided by a majority vote.

5. Elected Officers

The Officers of the Club shall be as follows:

- President
- Secretary
- Treasurer
- Volleyball Operations Director
- Fixtures Secretary
- Club Welfare Officer

All Officers shall be elected for a period of one year at the Annual General Meeting of the Club, from, and by, the Members of the Club. They may be re-elected to the same office or another office the following year.

6. General Committee

The affairs of the Club shall be controlled by a General Committee comprising the Executive Officers of the Club. The General Committee shall meet at agreed intervals and not less than three times per year, which are the responsibility of the President to arrange.

The quorum required for business to be agreed at the General Committee meetings will be: 4 (four)

The duties of the General Committee shall be:

- To control the affairs of the Club on behalf of the Members.
- To keep accurate accounts of the finances of the Club through the Treasurer, as detailed in clause 7.
- To make decisions on the basis of a simple majority vote. In the case of equal votes, the President shall be entitled to an additional casting vote.
- To adopt new policy, codes of conduct and rules that affect the organisation of the Club.
- To co-opt additional members of the Committee as the Committee feels this is necessary. Co-opted members shall not be entitled to a vote on the Committee.

7. Finances

The Club Treasurer will be responsible for the finances of the club.

The Treasurer will be required to keep an up-to-date record of the club finances and will be required to advise the committee of the financial position at each committee meeting.

The Club shall maintain a bank account and the following officers shall be authorised to sign Club cheques: two from the President; Treasurer, Secretary, Volleyball Operations Director and Fixtures Secretary.

Any monies or funds raised in the name of the Club, are intended for the Club as a whole.

Donations to a specific team will be spent on that team unless otherwise stated by the donor.

All surplus income or profits are re-invested in the Club. No surpluses or assets will be distributed to members or third parties.

The Treasurer shall produce an income and expenditure statement and a balance sheet at the end of each financial year ending on the 31st May. These should be presented at the Annual General Meeting after being reconciled by an independent person not elected to the committee.

8. Annual General Meetings

The Annual General Meeting shall be held not later than the end of July each year. 21 clear days' written notice shall be given to Members of the Annual General Meeting. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

The business of the Annual General Meeting shall be to:

1. Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
 - i. Receive the audited accounts for the year from the Treasurer.
 - ii. Receive the annual report of the Committee from the Secretary.
2. Elect the officers of the Club.
3. Review membership fees and agree them for the forthcoming year.
4. Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda. NOTE: The agenda can provide for "Any Other Business", but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.

5. Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Members and must be seconded by another Member.
6. At all General Meetings, the chair will be taken by the President or, in their absence, by a deputy appointed by the Club or by Members attending the meeting.
7. Decisions made at a General Meeting shall be by a simple majority of votes from those Members attending the meeting. In the event of equal votes, the President shall be entitled to an additional casting vote.
8. A quorum for a General Meeting shall be six Members and two officers of the Club.
9. Each Member of the Club shall be entitled to one vote at General Meetings.

9. Special General Meeting

Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than six Members of the Club. At least 28 days' notice of the meeting shall be given.

10. Alterations to the Constitution

Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Member of the Club and seconded by another Member. Such alterations shall be passed if supported by not less than two-thirds of those Members present at the meeting, assuming that a quorum has been achieved.

11. Insurance

Appropriate insurance will be taken to cover for injury, loss or damage to property of any member or guest whilst engaged in Club activities.

12. Registration

It will be the responsibility of the club to make sure that all players are correctly registered in all competitions.

13. Complaints Procedure

It shall be the responsibility of the committee and / or coaches to resolve issues and concerns in a fair manner between players, between players and coaches, or between parents and either players or coaches.

14. Data Protection

All contact information and personal information will be processed securely and accurately and updated regularly. Data collected will only be shared if the individual provides consent and will only be used for the purpose it was collected for.

15. Safeguarding and Club Welfare

The Club is committed to creating and maintaining a safe and positive environment for all young people to participate in volleyball. We all have a responsibility to safeguard the welfare of young people and protect them from poor practice, abuse and bullying.

The Club adopts the Volleyball England Safeguarding and Club Welfare Policies.

16. Equality and Diversity

The Equality Act 2010 is about treating people fairly, with dignity and respect. We believe that a consideration of equality, diversity and inclusion is ethically the right thing to do and essential to achieving our mission, vision and values as we deliver on our plans for the future of volleyball.

The Club adopts the Volleyball England Diversity and Inclusion Policies.

17. Dissolution

A resolution to dissolve the club can only be passed at an AGM or SGM through a majority vote of the membership.

In the event of dissolution, any assets of the club are used to discharge all debts and liabilities of the Club. The remaining assets shall not be paid or distributed amongst the Members of the Club, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Club.

18. Declaration

MK City Volleyball Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:



Date:

18/11/2018

Name: Rica Oredein
Position: Club President

Signed:



Name: Tom Wenzel
Position: Club Secretary

Date:

18/11/2018