

## CLUB CONSTITUTION

### 1. The Club's Name

- 1.1. The name of the club shall be 'Warrington Wolves Foundation Volleyball Club, hereinafter referred to as the Club.
- 1.2. The Club shall be affiliated to the Merseyside Volleyball League.

### 2. Aims and Objectives of the Club

- 2.1. To foster and promote the sport of volleyball at all levels providing opportunities for recreation, competition and development.
- 2.2. To provide individuals with the opportunity to realise they're full potential within the sport commensurate with their abilities and requirements.
- 2.3. In its team structure the Club shall allow for the pursuit of excellence whilst also seeking to cater for its members with more modest ambitions and talents.
- 2.4. To seek, attract and develop newcomers to the sport.
- 2.5. To contribute to wider initiatives that seeks to promote volleyball and to support other Clubs and organisations in their efforts to develop the sport.
- 2.6. The club is a non-profit making organisation and will reinvest any surplus into the club and equipment.

### 3. Affiliations

- 3.1. The club shall be affiliated to Volleyball England

### 4. Membership

- 4.1. The Club shall be open to all who are interested in promoting, developing and playing volleyball in accordance with the Club constitution and rules.
- 4.2. Membership is open to any person completing an application form and having been first nominated and seconded by a committee member and also paying the relevant joining fee.
- 4.3. Membership will cease on non-payment of fees due and/or by formal expulsion by the Committee.
- 4.4. Any player wishing to leave or transfer from the Club must do so in accordance with Club and relevant competition rules.

### 5. General Business

A committee comprising of the following officers shall control the affairs of the Club:

- 5.1. CHAIRMAN
- 5.2. SECRETARY
- 5.3. TREASURER
- 5.4. HEAD COACH
- 5.5. WELFARE OFFICER
- 5.6. SOCIAL SECRETARY
- 5.7. TEAM CAPTAIN OR REPRESENTATIVE



Other non-committee posts may be appointed at the discretion of the Club via an AGM or through the committee.

## **6. The Committee**

- 6.1. All officers and committee members shall be elected at the Annual General Meeting of the Club, (see appendix A) from and by the members of the club on a democratic basis, for a period of one year.
- 6.2. When the circumstances demand, the willing committee members can hold multiple posts and they can be re-elected to the same post/s or another office the following year.
- 6.3. The committee members must be chosen from the members committing fully for the club matters, engaging in activities and paying full membership fees.
- 6.4. Nominees for election must agree their willingness for nomination.
- 6.5. The quorum for the Committee will be 4 officers.
- 6.6. In the event of a committee post being vacated part way through the year. The committee shall have the authority to call an Extraordinary General Meeting (see appendix B).
- 6.7. The committee has the right to elect a Club member as a non-executive Committee member until the next AGM or EGM. This member will have no voting rights on the Committee.

## **7. Election of Officers**

- 7.1. A proposer and seconder may only propose and second one candidate for each office.
- 7.2. Neither proposer nor seconder may vote for another candidate for the same office as his or her own candidate.
- 7.3. Officers may stand for re-election either for another office or for the office that they hold at the time of the AGM.
- 7.4. Election of Officers takes place only at the AGM, unless there are special circumstances (e.g. resignation, death, or non-election at the last AGM) when the Committee may select a Club member to fill the vacant office until the next AGM.

## **8. Duties of the Committee**

- 8.1. To control the affairs of the Club and to set Club policy. In doing so the committee should be mindful of the views of the membership in the spirit of representative democracy.
- 8.2. To hold at least five committee meetings in the committee's year of office.
- 8.3. To keep accurate accounts of the Club finances through the Treasurer. Accounts should be available for reasonable inspection by members and should be audited and available before the AGM.
- 8.4. To maintain a bank account in the Club name requiring the Treasurer and at least one other named, authorised committee member to sign each cheque.
- 8.5. To make decisions on a simple majority vote of the committee. The chair shall be entitled to a casting vote in case of a tie.
- 8.6. To impose sanctions on any member where it can be shown that they have infringed the Club constitution, or where a member's actions are deemed by the committee to be detrimental



the Club and where the sanction is regarded as both reasonable and commensurate. The sanctions may include suspension or expulsion from the club.

## **9. Powers of the committee**

- 9.1. The Committee may co-opt members to assist in the running of the Club at its discretion. However co-opted members do not have the right to vote at Committee meetings.
- 9.2. The Committee shall have the power to set up Sub-committees to deal with specific Club issues or projects. A Committee member must chair any Sub-committee so set up.
- 9.3. The Committee shall not have the authority to alter the Club Constitution.
- 9.4. The Committee shall not have any authority to vote on any matter unless there is a quorum of Committee members present, see article 5.5.

## **10. Finances**

- 10.1. The Club shall have accounts only at established financial institutions, denominated in sterling. The number and location of these accounts is to be at the discretion of the Committee.
- 10.2. Cheques and instructions for payment must be signed by at least 2 Committee members of the Club.
- 10.3. The Club financial year will run from 1st September to 31st August.
- 10.4. A statement of accounts verified by another club member for the Club financial year must be submitted to the AGM.
- 10.5. Annual subscription levels and monthly court fees will be determined by the committee
- 10.6. Subscriptions will be paid in accordance with Club rules.
- 10.7. Club members may request reimbursement from the committee for reasonable expenses. To do so receipts or other proofs of outlay must be provided.

## **11. Amendments to the Club Constitution**

- 11.1. Amendments can only be made by an AGM or EGM.
- 11.2. For an amendment to be allowed a two thirds majority vote is required and at least 40% of the membership must be present at the meeting, see appendix A 1.6.
- 11.3. Proposed constitutional changes must be submitted in writing to the committee at least two weeks prior to the meeting, see appendix A 1.7.
- 11.4. The meeting will take as read any unopposed changes and only discuss amendments or objections.

## **12. Data, Child Protection & Safeguarding**

- 12.1 All contact information will be kept securely.
- 12.2 The club adopts the Volleyball England, Child Protection Policies.
- 12.3 The Club acknowledges that every young person that participates in volleyball should do so in an environment where they feel safe and protected from harm.
- 12.4 The Club will embrace and adhere to the guidelines stated by the Volleyball England Safeguarding Policy.



### **13. Equity**

- 13.1 The club respects the rights, dignity and worth of every person and will treat everyone within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality, or social/economic status

### **14. Dissolution**

- 14.1. In the event of the squad /club no longer competing, a period of six months shall be allowed to lapse before any of the assets and equipment can be disposed of.
- 14.2. Any equipment on loan from any organisation shall be returned.
- 14.3. The Club's assets (financial, net of liabilities, and physical) shall be passed to the region for use to support other clubs as they see fit.

### **15. Declaration**

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



## **1 Appendix A: The Annual General Meeting**

- 1.1 The purpose of the AGM is to review the Club and team activities over the past year and to elect a new Club committee.
- 1.2 The AGM will discuss on the level of Club fees and the methods of payment available see article 10.5.
- 1.3 The AGM will consider and vote on any amendments to the constitution.
- 1.4 The AGM shall receive reports from all elected officers of the Club.
- 1.5 The AGM will be held annually in September.
- 1.6 The AGM will be considered quorate if at least 40% of the Club membership is present
- 1.7 Items to be brought before the AGM shall be submitted in writing to the committee not later than two weeks before the meeting.
- 1.8 The secretary shall notify members of the date, time and venue of the AGM at least four weeks before the AGM.
- 1.9 Any Club posts not filled at the AGM can be filled by an election of the committee at a later date.
- 1.10 Voting rights at the AGM are as follows:
- 1.11 Each Club member has one vote (including Committee Members).
- 1.12 A proxy will not be accepted on behalf of a member who is unable to attend the AGM in person.
- 1.13 In the event of a tied vote, the Chairman may exercise a second and casting vote.
- 1.14 Any member in default of any Club fees will not be allowed a vote at the AGM.



## **Appendix B: The Extraordinary General Meeting**

- 1.1 The conduct of an EGM shall be in accordance with those governing the AGM detailed in appendix 1.
- 1.2 The purpose of an EGM is to resolve an urgent constitutional matter or to elect a new committee.
- 1.3 Any Club member may request an EGM. To do so they must submit in writing their reason or the issues to be discussed. The request must be seconded and supported by a petition of at least 20% of the Club.
- 1.4 The committee may call for an EGM on a majority vote.

