

# **BELFAST SOFTBALL CLUB**

## **2007 CONSTITUTION**

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### **1. AIMS AND OBJECTIVES**

The Belfast Softball Club is a non-profit club whose purposes are:

1. Representation, promotion and development of softball as an amateur sport for all who wish to participate within the terms of this constitution.
2. Provision of support, direction and facilities for members.
3. Liaison and maintenance of links with the Irish Softball Association and corresponding organisations in other countries and with international bodies.
4. Development of appropriate sponsorship and other revenues to support this purpose.

### **2. MEMBERSHIP**

5. Membership of the Club is open to anyone over the age of 16 whom signifies their acceptance of the terms of this constitution by paying the required annual subscription.
6. The required subscription will be determined annually by the Club President and will include appropriate insurance.
7. Members are required to abide by all rules, regulations and bylaws referred to in this constitution.

### **3. GENERAL MEETINGS**

8. An Annual General Meeting (AGM) will be held in each calendar year.
9. The first AGM will be held before 31 December 2007.
10. The business of the AGM is:
  - (a) adoption of the agenda.
  - (b) minutes of the last General Meeting and matters arising.

- (c) report of President.
  - (d) audited accounts and report of Treasurer.
  - (e) motions and amendments of which notice has been received.
  - (f) election of council members.
  - (g) appointment of auditors (who may be professional auditors, or two ordinary members of the Club) for the coming year.
  - (h) Any Other Business (AOB), items covered under AOB can be discussed at the end of the AGM.
11. Any member may propose a motion or amendment and may nominate or second any member for election.
12. The following timescale will apply (reckoned from the date of the AGM):
- (a) the date, time and location of the meeting will be notified by the Secretary to membership 21 days in advance.
  - (b) motions for the agenda must be received in writing by the Secretary two weeks in advance.
  - (c) written nominations for election of committee members must be made and seconded at least two weeks in advance.
  - (d) a draft agenda containing all motions and nominations will be circulated to the membership one week in advance.
  - (e) the Treasurer's report and accounts will be circulated to the membership one week in advance.
  - (f) In the event that there are no nominations for President, Secretary or Treasurer by the due date, the Secretary will immediately inform the membership by email, and the deadline for nomination will be extended by one week.
13. A Extraordinary General Meeting for a specified purpose will be held within three weeks of a written request by any one the membership.
14. Any member may attend and may speak at a General Meeting.
15. In voting on motions:
- (a) Each member will have a single vote at the meeting.
  - (b) Postal voting is not allowed.
16. The quorum for a valid General Meeting is the presence of at least one fifth of the membership.

#### **4. OFFICERS**

17. The duties of the President are:
- (a) to convene all Meetings and General Meetings.
  - (b) to convene a meeting of the Council within two weeks of any request from any Council member.
  - (c) to ensure that all the Council business is efficiently and fairly conducted in

accordance with this constitution.

(d) to report to the AGM on the activities of the Council.

(e) to keep members informed of the Council's activities by email and website.

18. The duties of the Secretary are:

(a) to ensure that correct records are kept of the business of the Club.

(b) to prepare the agenda for all Meetings.

(c) to ensure that correct minutes are kept of the Council and General Meetings.

(d) to provide copies of such minutes on request of any member.

(e) to conduct appropriate correspondence with other bodies.

19. The duties of the Treasurer are:

(a) to ensure that a record is kept of the paid-up membership.

(b) to control the Club's funds in prudent manner in accordance with decisions of the Council.

(c) to ensure the proper maintenance of the Club's bank account.

(d) to ensure the recording of transactions in sufficient detail to enable an audit.

(e) to provide any records or information as required by the appointed auditors.

(f) to supply the membership with a financial report together with balance sheet, and income and expenditure accounts at least one week in advance of the AGM.

(g) to reimburse from Club funds any reasonable expenses of members in the conduct of Council business.

20. Authority for cheques or withdrawals from the Club's funds requires the signature of either

(a) the Treasurer and one other member of the Council, or in the absence of the Treasurer.

(b) the President or Secretary and two other members of the Council.

21. All council members shall strive to protect the best interests of the Club.

22. The Association's accounting year is 30<sup>th</sup> September in each year.

## **5. REGULATION OF THE GAME**

23. The Council will publish rules of play and bylaws for the club on competitions and other matters.

24. The Council shall impose appropriate penalties for breach of or flagrant disregard of the rules and bylaws.

25. Penalties for individuals can include reprimand, fine, suspension or permanent expulsion from the Club.

26. Penalties for teams can include reprimand, fine, suspension, overturning of results, loss of points, or demotion.

27. A scale of penalties will be incorporated in the bylaws.

28. No penalty will be imposed without giving the party complained against an opportunity to defend themselves.
29. No member of the Council directly involved in an incident for which penalties are being considered will take part in the Council's deliberations.

#### **6. DRUGS IN SPORT**

30. The Club and its members are bound by the Anti-Doping Program and relevant regulations of the International Olympic Council and international governing bodies for softball.

#### **7. SPONSORSHIP**

31. The Club may not pursue or receive sponsorship from any tobacco companies. Nor can they use branding, logos or trademarked items or decals representing aforementioned companies in the case where funding is received through vendors of said products.

#### **8. INTERPRETATION AND AMENDMENT**

32. Interpretation of this constitution will be determined by the Council, which will seek affirmation of its review at the next General Meeting.
33. If a General Meeting overturns an interpretation by the Council, this shall not affect the legitimacy of any Council actions taken in the interim.
34. Amendments to this constitution are made by the passing at a General Meeting of a motion of which due notice has been given.