



***CARRICK TOWN***

***AFC***

**CONSTITUTION**

## 1. NAME

This club will be called **Carrick Town AFC** and will be affiliated to **Football Association of Ireland (FAI)**

## 2. MAIN OBJECTIVE

The main objective of the Club shall be the playing and promotion of Association Football

## 3. SUBSIDIARY OBJECTS

In furtherance exclusively of the foregoing main object the Club shall have the following subsidiary object:

- To offer coaching and competitive opportunities in Football
- To promote the sport of Football
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment

## 4. MEMBERSHIP

Membership should consist of officers, coaches and members of the club.

All members will be subject to the rules and regulations of the club and on joining the club they will adhere to all policies and procedures listed in the clubs constitution.

Each member will also agree to adhere to the rules and regulations of **Football Association of Ireland (FAI)**

Membership categories are as follows:

- Full member
- Junior member
- Family member
- Other category

## **5. MEMBERSHIP FEES**

Membership fees will be set annually and determined at the Annual General Meeting.

Fees will be paid by annual subscription.

## **6. OFFICERS OF THE CLUB**

The officers of the club will be (Below list is only suggestions. Others can be removed or added):

- Chair
- Honorary Secretary
- Treasurer
- Public Relations Officer
- Club Coaching Co-ordinator
- Children's Officer
- any other relevant position

Officers will be elected annually at the Annual General Meeting (AGM). Committee members may not serve in the same position for more than three years. (Subject to approval by the board members)

## **7. COMMITTEE**

The club will be managed through the Management Committee consisting of:

### **Chairperson, Honorary Secretary and Treasurer**

These posts and coaches will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and hold no less than **six** meetings per year.

The quorum required for business to be agreed at Management committee meetings needs to be 5 coach/committee members

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings

## **8. FINANCE**

All club monies will be banked in an account held in the name of the club.

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

The financial year of the club will end on: **31<sup>st</sup> May**

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting. Also a further report may be provided during monthly or quarterly meetings

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers.

## **9. ANNUAL GERERAL MEETING**

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 60% of coaches/management committee.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## **10. DISCIPLINE AND APPEALS**

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within five days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within five days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within five days of the Secretary receiving the appeal

## **11. INCOME AND PROPERTY**

The income and property of the Club shall be applied solely towards the promotion of the main object(s) as set forth in this Constitution. 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 members of the Club. No officer shall be appointed to any office of the Club paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the Club. However, nothing shall prevent any payment in good faith by the Club of: a) reasonable and proper remuneration to any member or servant of the Club (not being an officer) for any service rendered to the Club; b) interest at a rate not exceeding 1% above the Euro Interbank Offered Rate (Euribor) per annum on money lent by an officer or other members of the Club to the Club; c) reasonable and proper rent for premises demised and let by any member of the Club (including any officer) to the Club; d) reasonable and proper out-of-pocket expenses incurred by any officer in connection with their attendance to any matter affecting the Club; e) fees, remuneration or other benefit in money or money's worth to any Company of which an officer may be a member holding not more than on hundredth part of the issued capital of such Company.

## **12. WINDING UP**

If upon the winding up or dissolution of the club there remains, after satisfaction of all debts and liabilities, any property whatsoever; it shall not be paid to or distributed among the members of the Club. Instead, such property shall be given or transferred to some other institution or institutions having main objects similar to the main objects of the Club. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of their income and property among their members to an extent at least as great as is imposed on the Club under or by virtue of the Income and Property clause hereof. Members of the Club shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, the property shall be given or transferred to some charitable object. Final accounts will be prepared and submitted that will include a section that identifies and values any assets transferred along with the details of the recipients and the terms of the transfer.

## **13. ADDITIONS, ALTERATIONS OR AMENDMENTS**

No addition, alteration or amendment shall be made to the provisions of the main object clause, the income and property clause, the winding clause, the keeping of accounts clause or this clause of the Constitution for the time being in force unless the same shall have been previously in writing by the Revenue Commissioners.

## **14. KEEPING OF ACCOUNTS**

Annual audited accounts shall be kept and made available to the Revenue Commissioners on request

## **15. AMENDMENTS TO THE CONSTITUTION**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

**DECLARATION**

**Carrick Town AFC** hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

**POSITION: Club Chairperson**

**NAME:** \_\_\_\_\_

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**POSITION: Club Secretary**

**NAME:** \_\_\_\_\_

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**POSITION: Club Treasurer**

**NAME:** \_\_\_\_\_

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_