

# Vale Wanderers

## Association Football Club



Superbowl, Seskin Road  
Leighlinbridge  
County Carlow

## Constitution

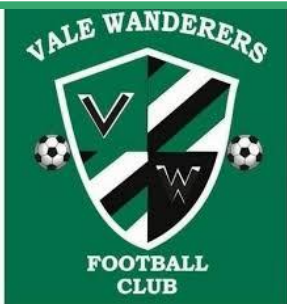
<b>Rule</b>	<b>Constitution Section</b>
1	Name and Status
2	Objects
3	Affiliation
4	Club Colours, Uniforms and Dress
5	Membership
6	Election of Life and Honorary Life Members
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21	Members Liabilities
22	Custody of Books etc.

**Chairman**  
Chris Collins

**Joint Secretary (Seniors)**  
Tommy Cummins

**Joint Secretary (Juniors)**  
Jeanne Casey

**Treasurer**  
Josie Daly



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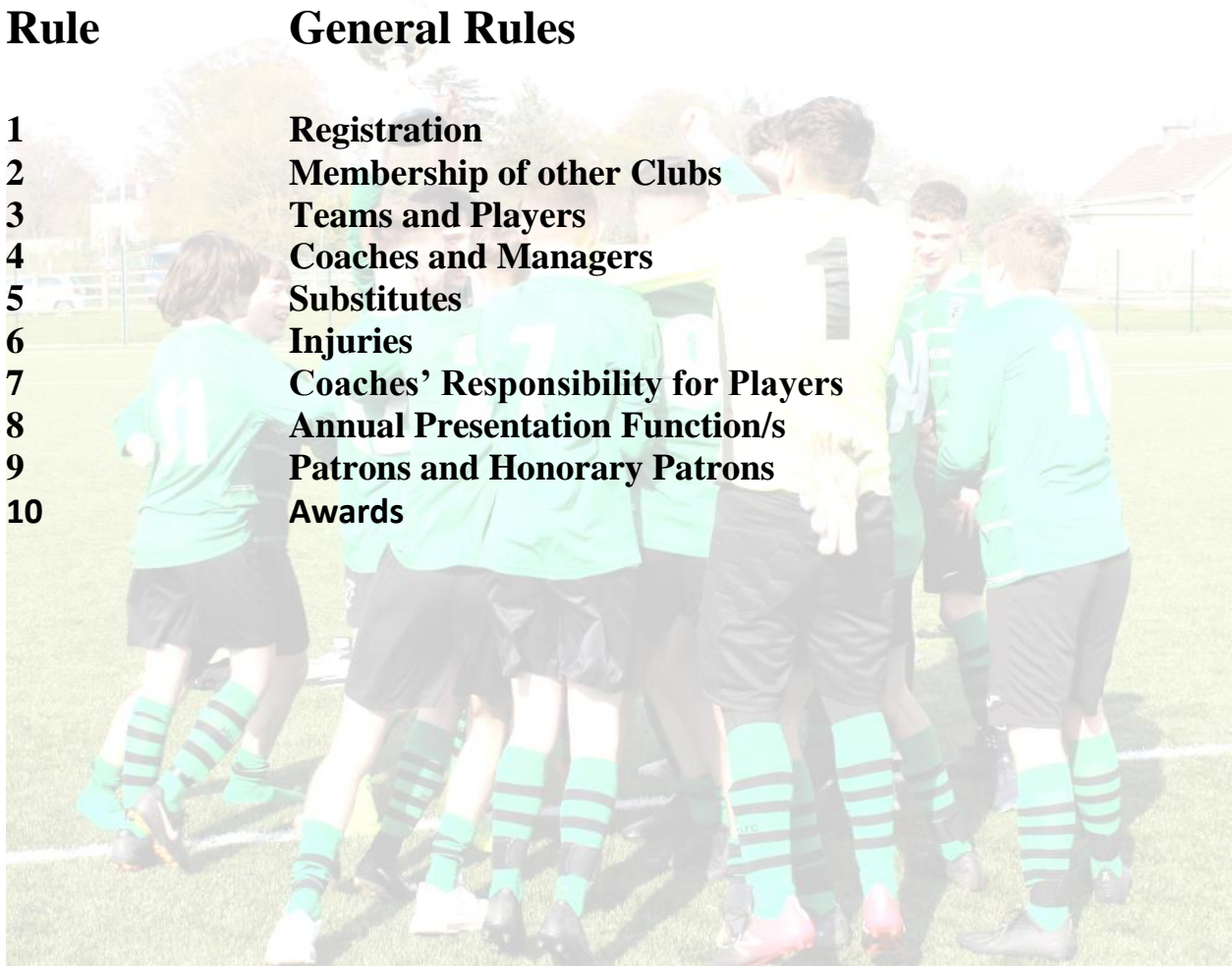
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## Rules

### Rule

### General Rules

- 1 Registration
- 2 Membership of other Clubs
- 3 Teams and Players
- 4 Coaches and Managers
- 5 Substitutes
- 6 Injuries
- 7 Coaches' Responsibility for Players
- 8 Annual Presentation Function/s
- 9 Patrons and Honorary Patrons
- 10 Awards

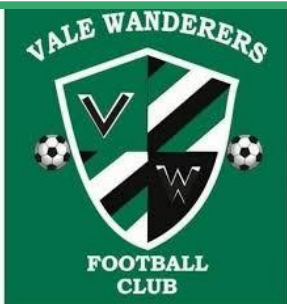


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## CONSTITUTION

### Rule 1 Name and Status

- (A) The name of the Club shall be Vale Wanderers Football Club hereafter called the Club.
- (B) This constitution and these rules shall render null and void any Constitution or Rules of the Club issued prior to May 2009 and shall be printed in full and distributed to Ordinary and Life Members, Coaches and Officers on request
- (C) Any Rule Changes/Amendments must be ratified at a Club AGM/EGM

### Rule 2 Objects

2. The Club's primary object is to encourage and develop soccer, or association football, and to foster good citizenship and sportsmanship by its members

### Rule 3 Affiliation

3. The Club may be affiliated with the Carlow Juvenile League, Carlow District League or with any such body from time to time deemed desirable in the interest of the Club's Objects

### Rule 4 Club Colours, Uniforms and Dress

4. (A) The Club colours shall be Emerald Green shirts, Black shorts and Black & Green hooped socks. The colour of Club provided goalkeepers shirts shall be determined by the Management Committee and shall carry standard club embroidery. Goalkeepers may decide to wear their own personal strip as long as it complies with the laws of the game.
- (B) They may include the club name inscribed
- (C) There shall be an alternative strip as recommended by the Management Committee and approved by a General Meeting. This strip may vary
- (D) The Management Committee will provide appropriate "off field" clothing for sale from time to time
- (E) Sponsorship may be attached to club strips, as deemed fit by the Management Committee

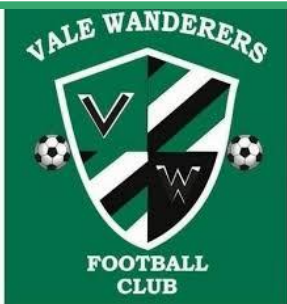
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### Rule 5 Membership

5. (A) Members of the Club shall be classified as follows:

- (1) Ordinary Members
- (2) Playing Members
- (3) Life Members
- (4) Honorary Life Members

(B) With the exception of Playing Members, all members shall be over the age of 16 years. Playing members must be registered players with the affiliate league or with any such body from time to time deemed desirable in the promotion of the Club's Objects

(C) As soon as practicable after receiving an application for membership, the Secretary shall refer the application to the Management Committee which will determine whether to approve or reject the application. The Management Committee shall not be required to assign any reason for any rejection of membership

### Rule 6 Election of Life and Honorary Life Members

6. (A) The nomination of candidates for Life Membership must be forwarded to the Secretary in writing by 28 days prior to the Annual General Meeting (AGM), stating reason for nomination. Nominees must have rendered outstanding service to the Club for a prolonged period, and must be endorsed by Management Committee prior to the AGM at which the nomination is proposed

"Players with prolonged senior playing service may be granted full Life Membership. There will be no restriction on the number of eligible players to be nominated for Life Membership"

The vote shall be by open ballot and must be agreed upon by no less than 75% of the members present

(B) Election of Honorary Life Members shall take place only at a General Meeting. Nominees must be endorsed by Management Committee prior to such General Meeting. Honorary Life Membership is restricted to those persons who are not eligible for membership per Rule 5 (A) (1), (2) or (3), and who have rendered outstanding service to the Club over a prolonged period of time.

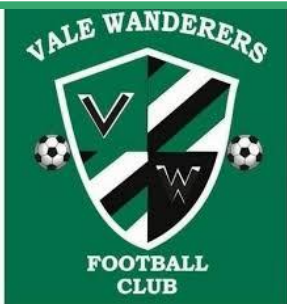
No more than one Honorary Life Member may be elected in any two years. Election will follow the same pattern as set out in Clause (A)

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### Rule 7 Fees, Subscriptions etc.

7. Members of the Club shall pay fees and subscriptions as follows:

#### (A) Membership Subscription

(1) Playing Members in the U/9 to U/16 age groups shall pay an annual membership subscription agreed at AGM or, where some other amount is determined by the Management Committee, of that other amount. Parents of these players are entitled to the same rate for Ordinary Membership of the Club.

(2) Except as provided by paragraph (1), Ordinary Members shall pay an annual subscription agreed at AGM or, where some other amount is determined by the Management Committee, of that other amount. This entitles such non-playing members to full Ordinary Membership of the Club

(3) Life and Honorary Life Members shall not pay an annual membership subscription

#### (B) Registration Fee

Playing Members shall pay an annual registration fee as determined by the Management Committee after taking into account fees paid to the affiliate league/s and agreed at AGM

#### (C) Match Fees

(1) Playing Members in juvenile teams up to and including U/16 age groups shall pay match fees as determined by the Management Committee. Match fees must be paid before each match

(2) Playing Members in junior teams above U/16 age groups and all senior teams shall pay match fees as determined by the Management Committee. Match fees must be paid before each match or as set down in the affiliate leagues rules

### Rule 8 Election of Officers

8. (A) Officers of the Club shall be elected annually at the Annual General Meeting (AGM)

(B) The Secretary shall advise Club Members of the date and place of the AGM. Nominations must be received by way of letter from a club member addressed to the Secretary and received 7 days before the AGM

(C) The term of appointment for all Management Committee Members shall commence immediately following the AGM

(D) The term of appointment for the Treasurer shall commence 7 days following the AGM

(E) Any vacant office nomination shall be filled at the AGM where nominations for the office shall be called. Any extraordinary vacancy in the officers shall be filled at the first General Meeting of the Club held after the vacancy has occurred. Duties of the vacant position shall be undertaken by another member of the Management Committee until the position is filled

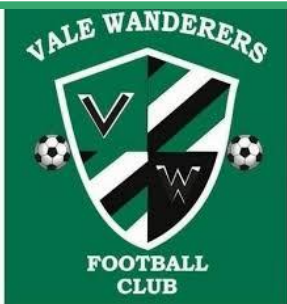
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### Rule 9 Management Committee

9. (A) The Clubs Management Committee shall consist of the following Officers who are over the age of 18

Chairperson

Vice Chairperson

Secretary (May also be Joint Secretaries with designated responsibilities)

Assistant Secretary (May also be Joint Secretaries with designated responsibilities)

Treasurer

PRO

(B) The Chairman, Secretary and Treasurer shall form an Executive Committee and shall be ex-officio Members of all the sub committees of the club. Two members of the Management Committee shall be delegates to General Meetings of the affiliate league/s

(C) All members of the Management Committee will be responsible for ground supervision and maintenance. Teams may also be rostered for these Duties by the Secretary

### Rule 10 Duties and Authority of Officers

#### 10. (A) Chairperson

(1) The Chairperson shall chair all meetings except where otherwise specified within this Constitution. The Chairperson will conduct meetings in accordance with Club Rules and Parliamentary procedures. The Chairperson of any Club Meetings will have the casting vote where voting is tied

(2) The Chairperson will represent the Club at all social functions and shall speak on behalf of the Club, but may nominate a Management Committee member or Honorary Life Member to be the Club Representative, priority being given to the Executive Committee members as set in Rule 9 (B)

(3) Will endeavour to raise the standard of soccer throughout the Club and will be responsible particularly for;

(i) Nominating Club Coaches/Managers for the season and such nominations to be referred to Management Committee for consideration and appointment

(ii) Maintaining contact with and supervising Club Coaches

(iii) Organising such training notes, courses and training procedures as the Club may consider desirable to attain a higher standard of soccer

(iv) Arranging a pre-season Coaches/Managers meeting

(v) Liaising with the Registrar/s

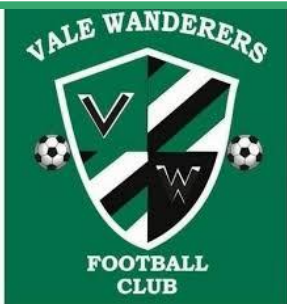
(vi) Will be responsible for the organization of any fund raising ventures and seek to obtain sponsors for the Club

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### **(B) Vice-Chairperson**

- (1) In the absence of the Chairperson and Secretary, the Vice-Chairperson will act as Chairperson in accordance with Clause (A), paragraph (1). Vice-Chairperson will deputise if the Treasurer is absent
- (2) Will be responsible for ensuring that ground set up and marking is carried out by the rostered Manager/Committee Member
- (3) Will act as Property Officer and will be responsible for all club property and will report to the Management Committee the necessity for its replacement or repair. Will request the signature of a responsible person from each Club team for any club property issued

### **(C) Secretary**

- (1) The Secretary will attend to the general business of the Club and perform all clerical work necessary to carry out decisions of the members and/or Management Committee
- (2) Club correspondence will be handled by the Secretary who may also accept monies due to the club on behalf of the Treasurer
- (3) The Secretary will be responsible for preparing the Annual Report
- (4) An honorarium for the Secretary will be decided each year by the AGM for the year completed
- (5) The Secretary shall establish and maintain a register of members of the Club specifying the name and address of such persons who are members of the Club together with the date on which the person became a member. A record should also be kept of broken periods of membership. A further record should be kept of all Life Members of the Club. The Secretary shall keep a record of attendances at all Club Meetings
- (6) The Secretary shall be the Public Officer of the Club and all communications into and out of the club shall be handled through the Secretary other than those under the role of PRO
- (7) The Clubs Public Liability Insurance Documentation and any other Legal Documentation shall be held by the Secretary
- (8) In the absence of the Chairperson, the Secretary may act as Chairperson in accordance with Clause (A), paragraph (1)
- (9) The Secretary will keep Club minutes in a bound book.

### **(D) Assistant Secretary**

- (1) Assistant Secretary will be the Club Registrar and will record registrations for all players
- (2) Maintain player history records for their particular group
- (3) Liaise with the Secretary prior to player placement
- (4) Assistant Secretary will deputise for the Secretary if Absent
- (5) Will organize ordering and supply of Club Jackets, Tracksuits, other Club clothing, Players Uniforms and Equipment

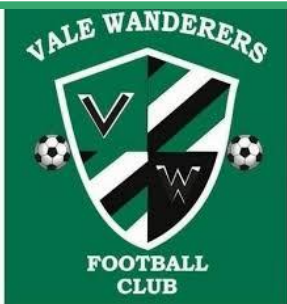
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### **(E) Treasurer**

- (1) The Treasurer will receive all money for and on behalf of the Club and issue receipts and will bank all money into such bank account/s in the name of the Club as may be determined from time to time by the Constitution and Rules of the Management Committee
- (2) Bank Statements, account books, lodgement books and cheque books will be in the custody of the Treasurer
- (3) The Treasurer will pay all creditors accounts and maintain club accounts
- (4) An Annual Financial Statement will be prepared by the Treasurer for presentation to the AGM

### **(F) Public Relations Officer (PRO)/Fixtures Secretary**

- (1) The PRO will be responsible for organising all social functions and any Club Presentation functions.
- (2) The PRO shall organise and friendly/challenge games and report them to the Secretary on a weekly basis
- (3) The PRO will organise any team outings, blitz, soccer camps etc
- (4) The PRO will seek to place Club news items in the media to the best advantage of the Club, in cooperation with the Club website
- (5) The PRO will liaise with the Committee on Club promotional material such as Club calendar and/or Year Book
- (6) The PRO will act as Fixtures Secretary for the Club

## **Rule 11 Meetings of Management Committee**

11. (A) The affairs of the Club shall be administered by the Management Committee. Major decisions of the Management Committee will be reported at the AGM. Any information of a personal nature which may be known to the Management Committee will not be divulged at the AGM
- (B) The Management Committee will meet regularly, the quorum being four. Any Management Committee meeting must include either the Chairman and/or the Secretary

## **Rule 12 Executive Committee**

12. (A) The Executive Committee shall be made up of the Chairperson, Secretary and Treasurer
- (B) Any urgent decision or Policy changes can be made by a meeting of not less than two of the Executive Committee on any matter provided the decision is not contrary to the Club's Constitution and Rules
- (C) Any decision of the Executive Committee must be reported at the next Management Committee meeting

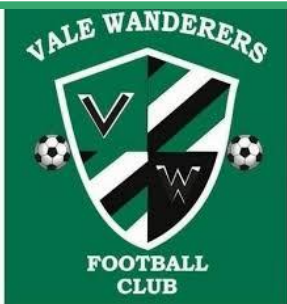
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### Rule 13 Sub-Committees

13. (A) The Management Committee or AGM may set up sub-committees to deal with special matters. Sub-committees should shall not be less than three members and include one Officer of the Club

(B) No action can be taken by any sub-committee without the prior approval of the Club. Should urgent action be warranted, the sub-committee must contact the Chairman and/or Secretary who may act within Rule 12

(D) Any development committee must include at least one member of the executive committee

### Rule 14 Protests and Disputes Committee

14. (A) There shall be a Protests and Disputes committee, which shall be a sub-committee of Management Committee. The Committee shall consist of a non-executive member of the Management Committee (appointed by the Executive Committee), who will chair meetings and have only a casting vote, the Club Welfare Officer and two Ordinary Members of the Club

(B) The Protests and Disputes committee shall have complete power with reference to:

(i) Protests and/or disputes arising from disputes between Players and Coaches/Managers of the Club

(ii) Fining, suspending or other disciplining of any Players or Coaches/Managers of the Club

(C) A Member (Player or Ordinary) or Manager may be requested to appear before the Protests and Disputes committee to answer any charge of misconduct or breach of Club Rules. Should any such person fail to appear, the matter may be determined in their absence

(D) (i) All protests, complaints and disputes must be made in writing to the Management Committee accompanied by a levy agreed at the AGM

(ii) These matters will be heard by the Protests and Disputes committee who will report their decision to the Management Committee. Should the Protests and Disputes committee deem the matter to be frivolous, the levy is forfeited to the Clubs General Funds

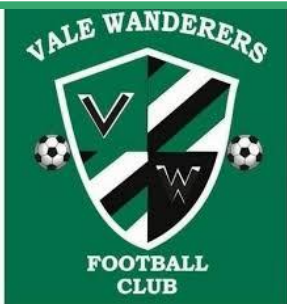
(E) Any decision of the Protests and Disputes committee may be appealed against in writing within seven days of such decision. Appeals shall be dealt with at the next Management Committee meeting, and their decision is final.

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### Rule 15 General Meetings of the Club

#### 15. (A) Annual General Meeting (AGM)

- (i) The AGM shall be held within eight weeks of the close of the football season
- (ii) The Chairperson shall call the date and members shall be informed by the Secretary. Fourteen days notice should be given to Members
- (iii) Nominations for Election of Officers or Amendment to Club Constitution, Rules or Objects should be made in writing seven days before the AGM
- (iv) The Treasurer shall present annual club accounts at the AGM
- (v) The Chairperson shall chair the AGM and the Secretary shall provide a Secretary's Report
- (vi) Election of Officers shall be held at the AGM

#### (B) General Meetings

- (1) A Special General Meeting or Emergency General Meeting may be called by the Secretary at any time at the discretion of the Management Committee giving two days notice to Members
- (2) A Special General Meeting or Emergency General Meeting may be called by the Secretary within seven days of the receipt of a request signed by at least twenty five Ordinary Members and stating the Reason for requesting such Meeting

### Rule 16 Rules of General Meetings

- 16. (A) The quorum at any General Meeting (Special or Emergency) shall be five members excluding the Management Committee. If any meeting lapse for want of a quorum then any proposed motion/s or debate shall be deemed to have been defeated
- (B) Only Club Members are entitled to vote at General Meetings. Persons co-opted by the Management Committee to act, as advisors on any matter, shall have no voting rights
- (C) Only Club Members can vote on changes to the Clubs Constitution, Rules and Object. Also only Club members can vote to elect Officers at the AGM
- (D) Only Club Members may move or second motions, or introduce any new business at a General Meeting of the Club

### Rule 17 Alteration of Objects and Rules

- 17. The statement of Objects, Constitution and Rules of the Club may be altered, rescinded or added to only by a special resolution of the Club, and as follows:
  - (A) For the AGM any proposed alteration to the statement of Objects, Constitution and Rules of the Club must be submitted to the Secretary in writing as a resolution seven days prior to the AGM
  - (B) Resolution for any proposed alteration to the statement of Objects, Constitution and Rules of the Club at a Special General Meeting or Emergency General Meeting must be submitted to the Secretary in writing signed by no less than twenty five Members as a resolution seven days prior to the Special General Meeting or Emergency General Meeting

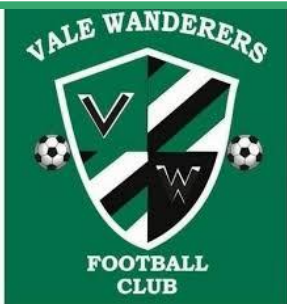
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### Rule 18 Club Communications

18. Any communications on behalf of the Club shall be made only by the Secretary. Should any person, Coach, Manager, Member or other enter into such communication they do so on a purely individual basis, and the Club in no way will be held responsible for such action. If a person in entering into any such communication brings discredit to the Club, they may be cited to appear before the Protests and Disputes committee to be dealt with in any way deemed fit by the committee

It is inherent within this Constitution that certain elected Officers of the Club, in the course of their duties, may have to enter into communications on behalf of the Club. Such Officers are exempted whilst keeping within the bounds of their office

### Rule 19 Funds-Source

19. (A) The Funds of the Club shall be derived from fees and annual subscriptions from members and such other sources as the Management Committee determines

(B) All money received by the Club shall be deposited as soon as practicable and without deduction to the credit of the Club's bank account/s

(C) The Club shall, as soon as possible after receiving any money, issue an appropriate receipt

### Rule 20 Funds-Management

20. (A) The Treasurer shall have control of all funds and accounts of the Club. All funds and accounts shall be operative on the signature of any two of the Chairman, Secretary and Treasurer. Provided the members are not related

(B) The Management Committee is empowered to invest excess funds in accounts bearing interest

(C) All creditors accounts shall be promptly paid by cheque, subject to them being passed for payment by the Management Committee. The Executive Committee may pass accounts for payment

(D) No member or committee of the Club shall donate or lend money belonging to the Club, unless agreed upon by no less than 75% of members present at a General Meeting or Management Committee Meeting

(E) Officers of the Club shall be reimbursed for necessary actual expenses incurred in the performance of their office. Requests for reimbursement will be considered by the Management Committee and are subject to sufficient funds being available

### Rule 21 Members Liabilities

21. The liability of a member of the Club to contribute towards the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by Rule 7

Officers of the club will not be held personally and financially liable for any debts incurred in running the club. Also Officers will not be held personally liable for the loss of earnings or medical expenses incurred as a result of the injury of any player.

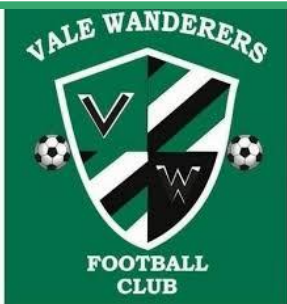
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### **Rule 22 Custody of Books etc.**

22. Except as otherwise provided by these Rules, the Secretary shall keep custody of or under control all records, books and other documents relating to the Club

## **GENERAL**

### **Rule 1 Registration**

1. (A) The Club registration day/s shall be decided by Management Committee
- (B) As far as possible the Club shall give preference to previously registered players when registering
- (C) If applicable, applicants shall provide proof of date of birth and any private accident cover if applicable
- (D) New applicants shall be registered subject to team vacancies
- (E) If a player leaves the Club, fees shall not be refunded
- (F) After set registration dates players will only be registered subject to availability of teams, whether previously registered or not
- (G) Management Committee shall determine the number of teams to be fielded in each age group and further registrations shall only be accepted to enable incomplete teams to be filled
- (H) The rejection of the application for registration of any player is the absolute discretion of the Management Committee, which shall not be required to assign any reason for such rejection

### **Rule 2 Membership of Other Clubs**

2. (A) Ordinary and Life Members may be members of another soccer club in any capacity
- (B) Playing Members must seek affiliate league permission (through the Club) in order to be playing members of another soccer club

### **Rule 3 Teams and Players**

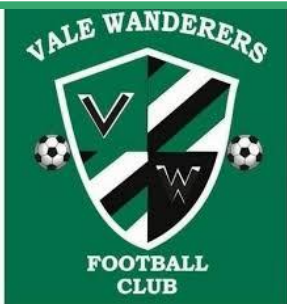
3. (A) All players registered with the Club shall play in teams as directed by the Management Committee in accordance with Club Rules
- (B) All players are required to read, understand, sign and adhere to the Code of Conduct for Players as set by the Club
- (C) Any player not presenting himself for five consecutive matches shall be considered to have left the Club unless extenuating circumstances are shown
- (D) No player, if selected, shall be prevented from attending or playing on academy teams under the affiliate league

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### Rule 4 Coaches / Managers

4. (A) Coaches will be allocated to teams by the Management Committee. They will take into account previous Club coaching service, ability and training
- (B) As far as possible the Management Committee shall appoint a coach to the team of his/her choice
- (C) Coaches details shall be forwarded to the affiliate league/s
- (D) On appointment, managers will be deemed to be Ordinary Members of the Club
- (E) Coaches are expected to know and comply with the Constitution and Rules of the Club
- (F) All Coaches are required to read, understand, sign and adhere to the Code of Conduct for Coaches as set by the Club
- (G) At the close of season Coaches are responsible for the return of all Club property to the Management Committee
- (H) All coaches are given one season probation after which they will be required to obtain a minimum coaching qualification ie. FAI KickStart 1

### Rule 5 Substitutes

5. (A) Coaches must ensure that borrowing/substitution of players is done strictly in accordance with the rules of the affiliate league and with the Rules of the Club
- (B) A player may only be borrowed if his/her own team has a free match day or there is sufficient rest period between both lending and borrowing teams matches
- (C) Permission must be granted by the players parents/guardian
- (D) Permission must be granted from the Lending Coach
- (E) For awards purposes, a borrowed player shall be considered as part of the team

### Rule 6 Injuries and Insurance

6. (A) Coaches should inform the Club Secretary of any injuries to players during matches
- (B) An accident/injury report form should be completed by the player or their parent/guardian
- (C) Coaches must also complete an accident/injury report form
- (D) Player Personal Injury Cover is the responsibility of the Player and their parent/guardian
- (E) The Club may provide limited Personal Injury Cover and any Policy Excess must be at the expense of any player claims
- (F) Players must provide a written "Cert of Fitness" from a Doctor or Hospital before they can resume playing

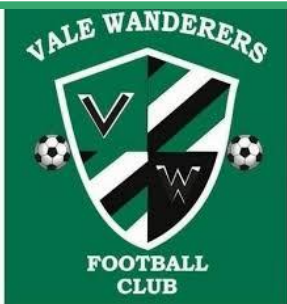
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**Joint Secretary (Juniors)**  
**Jeanne Casey**

**Treasurer**  
**Josie Daly**





# Vale Wanderers

## Association Football Club



Superbowl, Seskin Road  
Leighlinbridge  
County Carlow

### Rule 7 Coaches Responsibility for Players

7. (A) Coaches are responsible for ensuring that adequate time is allowed to travel to matches away from home
- (B) Coaches must ensure that an alternate strip is available for home matches in the event of a clash of colours
- (C) Coaches are responsible for the payment of match officials and the collection of match fees from players
- (D) Coaches or their deputies have complete authority in team instructions, coaching and discipline at training and at matches
- (E) Players are under the control of the team Coach/Manager for the duration of match and training time
- (F) A Coach must not prevent or withhold a player from trialing with or joining a Representative Squad

### Rule 8 Annual Presentation Functions

8. Presentations will be as set by the Management Committee

### Rule 9 Patrons and Honorary Patrons

9. Honorary Patrons may be nominated at the AGM in every two years. Honorary Patronage may be awarded to person or persons who have made voluntary contributions to the club in terms of donations, sponsorship etc

### Rule 10 Awards

#### 10. (A) Long Service Awards

The Management Committee may from time to time reward Members for unbroken and outstanding service to the club of periods of five years and over

#### (B) Substitution in Finals

In the event of any team not being up to full strength and borrowing players for their finals or league/s, such players may be awarded a medal in appreciation for their efforts if not covered by the rules of the affiliate league

#### (C) Non-competitive Teams

The Club may award players of non-competitive teams trophies at the close of league season

#### (C) Other Awards

Other awards may be introduced by the Management Committee from time to time

**Chairman**  
Chris Collins

**Joint Secretary (Seniors)**  
Tommy Cummins

**Joint Secretary (Juniors)**  
Jeanne Casey

**Treasurer**  
Josie Daly