

## **Lagan Harps Football Club.**

### **Club Constitution**

#### **1. Name.**

The club shall be known as Lagan Harps Football club (Hereinafter referred to as the Club) and it shall seek affiliation to and be bound by the rules of the Football Association of Ireland, the Ulster FA, The Donegal Junior League, The Donegal Women's League and the Donegal Schoolboys/girls league. All other names associated with the Club shall be disbanded and the Club will cater for men, women, youths, boys and girls of all ages and capabilities.

#### **2. Objectives.**

The objective of the Club shall be to arrange training and football matches for all of the playing members of the Club.

The Club is committed to encouraging the highest ethical standards.

All individuals involved in the Club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

#### **3. Rules and Regulations**

The Club have the status of an affiliated member club of the Football Association of Ireland.

The Club will abide by the Football Association of Ireland's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy. Parents will be advised at registration stage of the names of the clubs children's officer's.

#### **4. Membership**

The membership shall consist of the following categories:

The membership of the Club shall include juvenile and senior player members, committee members, non player members, coaches and managers members.

All members must complete a Club application form and pay a membership fee each year, the membership fee will be set by the clubs committee at the AGM.

The application form for membership should contain a clause whereby the applicant consents for the purpose of the Data Protection Act, to the Club holding and processing the data on the form for the purposes of the Club.

All members joining the Club shall be deemed to accept the terms of this Constitution and any bye-laws from time to time adopted by the Club.

They will also be required to conduct themselves in accordance with the Club's ethical framework and the bye-laws as to discipline set out therein.

Members shall be admitted by the Executive Committee. Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of race, occupation or gender.

The Secretary shall keep a Membership register.

In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership register.

## **5. The Committee.**

The club shall be managed by a management committee which shall consist of the following officer board:

A) Chairperson. B) Vice Chairperson. C) Secretary. D) Assistant Secretary, E) Treasurer. F) Assistant Treasurer, plus up to five other members, elected at an AGM.

The officer of the Club who shall be honorary (unpaid) shall be Chairperson, Vice Chairperson, Treasurer and Secretary.

All committee members must be members of the Club.

Committee members shall hold office from the date of appointment until the next AGM unless otherwise resolved at a Special General Meeting.

One person may hold no more than two positions of Club Officer at any time.

The Club committee shall be responsible for the management of all the affairs of the Club.

Decisions of the Club Committee shall be made by a simple majority of those attending the Club committee meeting. The Chairperson of the Club shall have a casting vote in the event of a tie.

Meetings of the Club committee shall be chaired by the Chairperson or in their absence the Vice Chairperson.

The quorum for the transaction of the business of the Club committee shall be seven.

Decisions of the Club Committee at meetings shall be entered in the Minute book of the Club maintained by the Club Secretary.

Any member of the Club committee may call a meeting of the Club committee by giving not less than seven day's notice to all members of the Club committee.

The Club committee shall hold a monthly meeting set for a suitable day each month.

The Club committee may call an interim meeting should they deem it necessary.

An outgoing member of the Club committee may be re-elected.

Any vacancy on the Club Committee which arises between AGMs shall be filled by a member proposed by one and seconded by another of the remaining Club committee members and approved by a simple majority of the remaining Club members.

## **6. Finance and Accounts.**

The financial year shall run from 1<sup>st</sup> June to 31<sup>st</sup> May each year.

The Treasurer shall be responsible for the preparation of the annual accounts of the Club.

The accounts shall be certified by an appropriate independent person elected annually at the AGM.

All cheques drawn against the club funds shall be signed by the Treasurer and one of two other nominated office bearers.

All members of the Club shall be jointly responsible for financial liabilities of the Club.

The Trustees are empowered to borrow such sums as felt appropriate by the committee and such borrowings to be done in the name of the club trustees.

All expenditure must be approved by the Club committee prior to cost incurred.

Weekly and monthly income and expenditure sheets must be provided to the treasurer at least three days before the monthly meeting.

A balance Income and Expenditure should be presented at each monthly meeting, which should record all Income of the club, all Expenditure of the Club and the balance in all bank accounts.

All sponsorship or grant assistance sought must be approved by the Club committee.

All monies received for the Club must be lodged to the Club's bank account.

All expenditure of the Club must be approved by the club committee.

All capital expenditure of 500 euro must be supported with at least two quotations.

The club is a non-profit making organisation.

All profits and surpluses will be used to maintain or improve or develop the Club's facilities or to carry out the Objectives of the Association to which it is affiliated.

## **7. Club Teams.**

Anyone seeking a position as manager, coach, second adult must complete a club application form, which should include a copy of their current mandatory Garda Vetting clearance

The application forms must be completed and submitted at the AGM.

At its first meeting following the AGM, the Club committee shall appoint a Club member to be responsible for each of the Club's football teams and if necessary the Club committee shall call the person in for an interview.

All managers, coaches should have the Child Protection course and a basic First Aid course done, or confirmation that the course will be completed within the next six months of their appointment.

Each team must have a fully stocked medical kit at all training and matches.

The appointed manager must complete an accident report form of all incidents at games or training sessions.

All appointed managers should obtain the FAI Code of Ethics Programme (Code of conduct and Good practice for coaches)

All appointed managers should complete and sign the Club Coaches code of conduct form.

All underage teams must have appropriate number of adults present at all training sessions and matches

Purchases by any team, equipment, team wear etc must first be passed by the Club committee.

Fundraising by teams must first be cleared by the Club committee.

Team managers must present accounts of monies spent on a quarterly basis.

The appointed members shall present a written report to the Club committee re all the activities of the team at the late meeting prior to or at the AGM.

## **8. Annual General Meeting**

The AGM will be held in June of each year and the date set during the May monthly meeting.

All club members shall be notified of the date, time and venue.

All club members must be given fourteen days notice of the date of the AGM.

## **9. Trustees**

The Trustees of the club are as follows: Brid Mc Ginty, Gabriel Crawford, John Crawford, Gavin Murray, Martin Doran, Seamus Crossan and Ernie Pollock.

On the death of any of the above Trustees, the vacancy on the Trustee Board shall be filled at the next AGM by a Club member with at least three years involvement with the Club, as proposed and seconded by another Club member. If more than one is proposed a simple majority vote will deem the new trustee.

All assets of the club are vested in the names of the Trustees. In the event of the club winding up the Trustees are empowered to sell off the assets to settle any outstanding debts.

The club must maintain at least seven Trustees.

New Trustees can be appointed at the AGM on to the Trustees board.

A Trustee can be removed from the Trustee board by resignation or by the Club should a person become distant/non active for at least three years.

## 10. Players

All players must be registered members of the Club.

All players must agree the Club's player's code of conduct.

All players must report any injuries prior to training or playing matches.

All players must be registered prior to playing competitive matches.

## 11. Income and Property

The income and property of the Club, shall be applied towards the promotion of its main objectives 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 the 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 body. However, nothing shall prevent any payment in good faith by the body of

- A) Reasonable and proper remuneration to any member of the body (not being an Officer) for any services rendered to the Club.
- B) Interest at a rate not exceeding 5% per annum on the money lent by Officers or other members to the Club.
- C) Reasonable and proper rent for premises demised and let by any members 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 one hundredth part of the issued capital of any such company.

## 12. Winding up

If upon the winding up or dissolution of the Club there remains, after the satisfaction of all its 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 charitable institution or institutions having main objectives similar to the objectives of the Club. The institution or institutions to which the property is to be given shall be transferred shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the body or under virtue of Clause 11 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, then the property shall be given or transferred to some charitable objective.