



Constitution of Johnstown Football Club

1. Name and Colours

- 1.1 The name of the club shall be Johnstown Football Club and hereafter referred to as “the club” and it should be affiliated to the Football Association of Ireland.
- 1.2.1 The club colours are Red and White with Club Crest as outlined above.

2. Main Objectives

- 2.1 The main objectives of the club shall be to:
 - (a) Promote and develop the game of association football and provision of facilities for that purpose.
 - (b) Non political, non sectarian and amateur in every aspect and to encourage the highest ethical standards.
 - (c) Support the overall development of sporting activities among the community of Johnstown and surrounding areas

3. Management Committee and Officers

- 3.1 The management and administration of the Club shall be vested in a Management Committee; consisting of not more than **eleven** members.
- 3.2 The Management Committee shall be elected from among the members of the club at the Annual General Meeting (AGM) and should hold office from the date of appointment until the next AGM unless otherwise resolved at a Special General Meeting.
- 3.3 The Management Committee shall carry out the policies and decisions of the Members in accordance with motions passed at Annual General Meetings (AGMs) and Extraordinary General Meetings (EGMs).
- 3.4 Subject to the provisions of this constitution as well as any motions duly passed at an AGM or EGM, the Management Committee shall have full authority to administer the business and affairs of the club and shall be the final arbiter in all matters pertaining to the club.
- 3.5 Members of the Management Committee shall hold office for one year but shall be eligible for re-election at each or any subsequent year.

- 3.6 Members of the Management Committee must be current members of the club.
- 3.7 The Officers of the Club shall be appointed by the Management Committee from among the members of the committee. The officers shall include a Chairman, Secretary and Treasurer and any other positions approved by the Management Committee.
- 3.8 No member can take up an Officers position on the committee unless they have served 2 concurrent years on the committee
- 3.9 The Management Committee may fill any vacancies occurring during the year by agreement of the majority of the committee.
- 3.10 The Management Committee may appoint sub-committees and/or individuals to whom they may delegate tasks so as to assist in the efficient running of the club.
- 3.11 The Management Committee shall be the sole authority for the appointment of team managers, assistant managers, trainers and any other persons assisting with the running of club teams.
- 3.12 The Chairman, Secretary and Treasurer shall be ex-officio members of all Sub-Committees.
- 3.13 Meetings of the Management Committee shall take place each month or at such frequency as the Management Committee considers desirable. Decisions of the Management Committee meetings shall be entered into the Minute Book of the Club and maintained by the Club Secretary.
- 3.14 The quorum for meetings of the Management Committee shall be four.
- 3.15 Any member of the Management Committee found guilty of conduct injurious to the interests of the Club may be suspended by the other members of the Management Committee provided at least two-thirds of the other members so approve.
- 3.16 A motion defeated at a Management Committee meeting may not be proposed again until a period of not less than 90 days has elapsed, unless notification of its re-introduction onto the agenda of a meeting is provided in writing to each Committee member at least seven days in advance of the meeting.

4. Membership

- 4.1 The club's membership year shall be from 1 July to 30 June.
- 4.2 The Management Committee shall maintain a Register of Members and shall make such register available to any member for inspection upon request. The

information contained in the register may not be disclosed to any person or entity outside of the club.

- 4.3 A person shall be deemed to be a member of the club if
(a) he/she has duly completed the Register of Members for the relevant year and
(b) his/her membership fee is not in an arrears situation.
- 4.4 A person shall also be deemed to be a member of the club where a motion is passed by a simple majority of members present at an AGM or an EGM and where such motion confers membership on such individual for a specified period;
- 4.5 The Management Committee shall have authority to grant membership to any individual who, in the opinion of the committee, has provided exceptional service to the club. Such a grant of membership must be approved by at least two thirds of committee members and shall lapse unless renewed on an annual basis.
- 4.6 There shall be two categories of membership
(a) Senior membership for persons aged 18 years and over not attending full time education. Persons aged 18 years and over attending full time education will be charged a junior membership fee but still hold the right of a senior member.
(b) Junior membership shall be open to all players who are aged under 18 years of age.
- 4.7 It is the policy of the club that a child shall play in their respective age group(s), existing members are allowed to move down to their correct age group. All other movements within age groups will be strictly at the discretion of the clubs committee. This will be appropriate to a maximum of 1 year to within the child's age group.
- 4.8 Junior membership shall be open to all players who are aged under 18 years of age. However, junior members may not exercise any voting rights within the club.
- 4.9 In the case of the parent/guardian who signs the club registration form on behalf of a juvenile member shall be deemed to be a member. One parent/guardian per family of junior members shall be entitled to one vote at the AGM or EGM, regardless of the number of children registered as junior members.
- 4.10 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.

5. Membership Fees

- 5.1 Annual Membership fees shall be determined by the Management Committee and

approved by a simple majority of members at the Annual General Meeting or a duly convened Extraordinary General Meeting.

5.2 The Management Committee shall have authority to waive or reduce membership fees where, in its opinion, a person's circumstances so warrant.

6. The Committee

6.1 The Club Committee shall consist of the following Club Officers: Chairperson, Treasurer, Secretary and Registrar plus up to 6 other members, elected at an Annual General Meeting. All committee members must be members of the Club.

6.2 The Club Committee shall be responsible for the management of all the affairs of the club.

6.3 The **Chairperson** shall preside at all Committee meetings. In the absence of the Chairperson, the Committee may elect a Chairperson for the meeting from among the other members in attendance

6.3.1 The Chairperson or acting Chairperson of any meeting held in accordance with these rules shall have a casting vote in the event of a tie of votes.

6.3.2 The Management Committee may elect a Vice Chairperson who may represent the Chairperson as deemed necessary by the Management Committee. In the absence of the Chairperson the Vice Chairperson shall have the same authority to act in the absence of the Chairperson.

6.4 The **Club Secretary** shall be responsible for all secretarial work connected with the Club.

6.4.1 The Secretary shall record the minutes at meetings. In the absence of the Secretary, a person nominated at the meeting may assume the Secretary's responsibilities

6.4.2 The Secretary shall carry out the instructions and the decisions of the Management Committee.

6.4.3 The Secretary may delegate such tasks as he/she sees fit.

6.5 The **Treasurer** shall be responsible for all moneys received on behalf of the club

6.5.1 The Treasurer shall keep the Committee informed of the financial position of the Club at each monthly meeting. As a matter of routine the Treasurer shall furnish to the Management Committee at each committee meeting the most recent bank statement(s) for inspection. The Treasurer shall produce, to the Committee, all Bank Books, Cheque Books, Bank Statements and Accounts Records as may be requested.

- 6.5.2 The Treasurer shall keep records of all disbursements made on account of the Club in addition to records of all outstanding accounts due for payment.
- 6.5.3 The Treasurer shall prepare Annual Accounts for presentation at the Annual General Meeting.
- 6.5.5 The Treasurer shall reimburse only such expenses incurred in the name of the club as are approved by the Management Committee.
- 6.5.6 The authority to incur expenditure on behalf of the club is vested solely in the Management Committee.
- 6.5.7 All payments must be authorised in advance by the Management Committee. However, the Treasurer shall have authority to issue payments of less than €300 in respect of any single expense without recourse to the Management Committee provided he/she secures the agreement of at least one other member of the Management Committee. Any such payments must be brought to the attention of the Management Committee at its next meeting.
- 6.5.8 The Treasurer shall be the official signatory, together with either the Chairman or Secretary, of cheques written on behalf of the Club.
- 6.5.9 The Treasurer shall make payments in excess of €100.00 by cheque only.
- 6.5.10 In the absence of the Treasurer, an assistant or deputy may assume the Treasurer's responsibilities. However, the Treasurer shall be informed of all financial transactions as soon as possible.
- 6.5.11 The Treasurer may seek professional advice on matters relating to the Club's finances. However, any expense incurred for such consultation or advice must be pre-approved by the Committee.

7. Annual General Meeting

- 7.1 An Annual General Meeting of the Club shall be held each year before the end of June.
- 7.2 Notice of the meeting shall be given to members of the club, together with a meeting agenda at least 14 days before the date of the meeting. The purpose of this meeting shall be to –
- i) receive an address from the Chairman,
 - ii) receive an Annual Report from the Club Secretary,
 - iii) receive and adopt an Annual Report and Statement of Accounts from the Treasurer,

- iv) elect the Management Committee
- v) determine future policies of the Club,
- vi) approve the annual membership fees
- vii) consider any other relevant matters.

7.3 The extant committee shall remain in office until the conclusion of the AGM at which point the incoming Committee will assume responsibility for the running of the club.

7.4 Only paid up members shall be entitled to vote at the Annual General Meeting.

8. Extraordinary General Meetings (EGMs)

8.1 The Chairman shall convene an Extraordinary General Meeting on the request of a petition signed by no fewer than 40 Club Members and where such petition outlines the reason(s) for such meeting. No other matters may be discussed at this meeting other than those cited in the petition unless the Management Committee determine otherwise.

8.2 The Management Committee shall have authority to convene an EGM at any time at its discretion.

9. Club Discipline

9.1 The Management Committee shall appoint a Disciplinary Committee to investigate all matters of discipline within the Club.

9.2 The Disciplinary Committee shall have the authority to –
(a) Suspend a player or member
(b) Impose fines on players, members and teams
(c) Impose further sanctions where deemed necessary
(d) Expel a member or members who are deemed to have brought the club into disrepute.

9.3 Players, members and teams who are sanctioned by the Disciplinary Committee may lodge an appeal against the decision to the Management Committee within seven days of the ruling being communicated to them. Such appeal must be made in writing and the Management Committee's decision in the matter shall be final.

9.4 Members of the Disciplinary Committee who are also members of the Management Committee shall absent themselves from any appeal that is brought before the Management Committee.

9.5 Club members may approach any Officer or Committee member to seek redress for a grievance or with a complaint. This shall be brought to the notice of the committee at the next committee meeting.

10. Constitutional Authority

- 10.1 This constitution supersedes all previous constitutions. Any rules, regulations, laws of the club, minutes and resolutions of the Management Committee sanctioned prior to the enactment of this constitution and inconsistent therewith are hereby repealed and declared null and void.
- 10.2 These articles must be strictly observed by all members at all times.
- 10.3 The decision of the Management Committee on all matters not covered within this document shall be final.
- 10.4 No change may be made to this constitution except at an Annual General Meeting or at an Extraordinary General Meeting.
- 10.5 Any proposal to amend this constitution shall require the support of two thirds of the Members of the Club present at the required meeting.
- 10.6 The officers and members of the Management Committee do not accept any personal responsibility for any of the contents of this document. They cannot be held responsible either individually or as a group for the content, the enforcement or the failure to enforce any of the rules contained therein.
- 10.7 By accepting membership of the Club, a member agrees to abide by the content of the Constitution and further agrees not to take legal action against the club, its officers or members in respect of any matters arising out of this document or their actions in its implementation and/or its enforcement

11. Ethics and Standards

- 11.1 The club and its members shall comply with the Code of Ethics of the Football Association of Ireland and any other standards laid down by other relevant bodies.

12. Child Protection.

- 12.1 Johnstown FC will take all reasonable steps to ensure that coaches, managers and volunteers are suitable to work with children and young people. All coaches, managers and volunteers are subject to Garda clearance. All appointments are subject to approval and ratification by the committee of Johnstown FC. All coaches, managers and volunteers will be subject to a sign up procedure in which they undertake to abide by Johnstown FC rules and FAI codes of conduct and good practice. (Appropriate confidentiality will be maintained in regard to all application and reference forms). Once recruited, Johnstown FC will make all efforts to support and manage coaches, managers and volunteers ensuring that no person is expected to work alone.

13. Income and Property

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

- a) reasonable and proper remuneration to any member, officer or servant of the Club (not being an officer) for any services rendered to the Club;
- b) interest at a rate not exceeding 5% per annum on money lent by Officers 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 one hundredth part of the issued capital of such Company;

14. 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 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 its or their income and property among its or their members to an extent at least as great as is imposed on the Club under or by virtue of Clause 13 (Income & 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, then the property shall be given or transferred to some charitable object.

15. Additions, Alterations or Amendments:

No addition, alteration or amendment shall be made to the provisions of this Constitution for the time being in force unless the same shall have been previously approved in writing by the Revenue Commissioners.

16. Keeping of Accounts:

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

This constitution was approved and adopted at the Extraordinary General Meeting of club members held on Friday 10th January 2014

Signed: Pat Allen (Chairman)

Date: 14/1/14



Signed: Shane Sheridan (Secretary)

Date: 14/1/14



Signed: Kevin Kelly (Treasurer)

Date: 14/1/14

