

Constitution of Ballyhaunis Town Football Club

1. NAME

The Club shall be called **Ballyhaunis Town Football Club**. (Hereinafter referred to as the Club) Club Colours Home: Red and Black, Away: Blue and White, and it shall seek affiliation to and be bound by the rules of the Football Association of Ireland and the Mayo League.

2. OBJECTS

- i. The object of the Club shall be to arrange football matches and training for each of the playing members of the Club.
- ii. 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.
- iii. The Club shall foster the development of the game of Soccer and encourage an environment of equality and inclusiveness amongst its members at all times.

3. RULES AND REGULATIONS

- i. The Club shall have the status of an Affiliated Member Club of The Football Association of Ireland.
- ii. The Club will abide by The Football Association of Ireland's Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.
- iii. The Club will abide by the Club's Rules and Regulations when drafted and agreed.

4. MEMBERSHIP

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 Club rules and Regulations when drafted and agreed and to discipline set out therein.

5. THE COMMITTEE

- i. The Club Committee shall consist of the following Club Officers: Chairperson, Vice Chairperson, Treasurer, Secretary, PRO and members elected at an Annual General Meeting.
- ii. Committee Members shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General

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

- iii. The Club Committee shall be responsible for the management of all the affairs of the Club.
- iv. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie.
- v. Meetings of the Club Committee shall be chaired by the Chairman or in their absence the Vice chairman.
- vi. The quorum for the transaction of business of the Club Committee shall be five.
- vii. Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- viii. Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- ix. An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings 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 Committee members.

6. GENERAL MEETINGS

- i The Club shall hold an Annual General Meeting in the month of **January** to:
 - Approve the minutes of the previous year's AGM.
 - Receive reports from the Chairperson and Secretary.
 - Receive a report from the Treasurer and approve the Annual Accounts.
 - Elect the Executive Committee.
 - Fix the subscription for the ensuing year.
 - Consider changes to the Constitution.
 - Review and consider any Bye-Laws
 - Deal with any other relevant business.
- ii A Special General Meeting (SGM) may be called at any time by the majority of the Committee. 10% of the Club Members may also call such a meeting. The meeting must take place within 21 days of the Secretary receiving notice of the request. Business at an SGM may be any business that may be transacted at an AGM.
- iii The Secretary shall notify all members of the date of a General Meeting together with the resolutions to be proposed at least 14 days before the Meeting.

- iv The Chairman or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.
- v The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.
- vi Notification of the holding of the A.G.M. to be posted in a Public Newspaper circulating in the Ballyhaunis area 14 days prior to the A.G.M.

7. FINANCE AND ACCOUNTS

- i. The financial year shall run from 1st.January to 31st December each year.
- ii. The Treasurer shall be responsible for the preparation of the Annual Accounts of the Club.
- iii All cheques drawn against the Club's funds shall be signed by the Treasurer and one of two other nominated office bearer's. **(see amendment to 2019 AGM)**
- iv. All members of the Club shall be jointly responsible for the financial liabilities of the Club.
- v. The Club has the power to borrow funds from a financial institution whenever needed. **(see amendment to 2019 AGM)**

8. CLUB TEAMS

At its first meeting following each AGM, the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report on the activities of the team.

9. DISSOLUTION

- I. 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 objects of the Association to which it is affiliated. No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of the Club.
- ii. If, upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be transferred to some other organization or organizations having objects similar to the objects of the Club, such organization or organizations to be determined by the members of the Club by Resolution passed at a General meeting or in the absence of such a resolution (or that the extent to which it cannot be given effect) to the Association to which the Club is affiliated.

10. Amendments/Additions to the Constitution

Additions to constitution passed at 2014 AGM

Ballyhaunis Town F.C. code of Practice- doc.

Ballyhaunis Town F.C. Rules – doc.

Addition to constitution passed at 2015 AGM

Definition of Duties/Roles of Officers, Sub Committees and Team Managers in Ballyhaunis Town Football Club .- doc.

Addition to constitution passed at 2016 AGM

That the incoming committee produce a short term plan for the Club covering the year ahead and also a longer term strategic plan for the Club covering possibly a five year term.

The short term plan to focus mainly on tasks that need to be done immediately eg. fundraising / pitch improvement works / Sign repair / applying for grants / netting at back of other goals / underage / player insurance etc.

The longer term 5 year plan to look at issues around eg. Getting a big company to sponsor the Club if we name the grounds after them for example./ training or astro pitch development/ providing adequate car parking, a stand etc.. etc.

The short term plan to be monitored at each Committee meeting and annually and the longer term plan to be reviewed every 5 years.

(it's just basically to set ourselves targets and goals in both cases and evaluate how successful or otherwise we were in carrying them out.

Additions to the Constitution: to 2019 AGM.

The following Club officers shall be signatures on the Club cheque book account: Chairman, Treasurer and Secretary

The sitting Club committee shall have the power to give permission to the sitting Club officers namely: Chairman, Treasurer and Secretary to

borrow monies on behalf of the Club as they see fit for the sole purpose of Buildings, Grounds and General Club enhancement purposes only.

Club chairman:.....	Date.....
Vice Chairman.....	Date.....
Treasurer.....	Date.....
Secretary.....	Date.....
Pro	Date.....

Comm. Members:.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....
.....	Date.....