

Constitution of

St Colms Basketball Club

1. Name

1.1 The name of the Club is St Colms Basketball Club.

2. Functions, Aims and Objectives

- 2.1 To develop basketball skills in a safe and fun environment where all players will be encouraged to give their best effort, to reach their maximum potential.
- 2.2 The Club will enter teams in senior and junior league and cup competitions, and relevant National Competitions, where approved by the Committee
- 2.3 To ensure a duty of care to all members of the Club.
- 2.4 To promote the Club values – Teamwork, Respect, Enjoyment and Commitment.

3. Status

3.1 The Club will affiliate annually with Basketball Ireland.

4. Structure

The Club shall be comprised of the following members (hereafter referred to as the Executive Committee and who shall be elected each year at the Annual General Meeting.

- a) Chairperson
- b) Secretary
- c) Treasurer
- d) Children's Welfare Officer

The club committee shall meet at least 4 times a year, where all decisions and records will be minuted and circulated to all committee members

5. Duties of the Officers

5.1 Chairperson

- To provide direction for the club by effective leadership and management.

5.2 Treasurer

- To deal with all financial issues relating to the club.
- To maintain a register of status of club subscriptions.
- To reconcile bank statements.
- To ensure all major expenditure shall have treasurer approval and referred to the Chairperson in advance.
- To provide a regular summary of financial position to the committee.
- To prepare an annual budget at the outset of every season
- To ensure the annual income is sufficient to meet annual operating costs.

- Prepare annual accounts for review prior to presentation at the AGM.
- The cheque book signatories will be the Chairperson or Secretary and Treasurer.

5.3

Secretary

- To minute all club meetings
- To provide the point of contact between Basketball Ireland and the club
- To provide the point of contact between the NMAB and the club
- To provide the point of contact between any other relevant area board and the club.
- To deal with any other sundry correspondence that may arise from time to time.

5.4 **Children's Officer**

- To ensure that the club has a copy of Basketball Ireland's Child Welfare and Protection in Sport
- To ensure child protection procedures are understood and adhered to by all members.
- To establish and maintain the complaint procedures
- To attend the Irish Sports Council 'Child Welfare & Protection in Sport Workshop' (renewable every three years)
- To be familiar with current child protection legislation
- Understand Basketball Ireland's child protection procedures, rules and regulations
- In the event of a complaint, ensure that the complaint's procedures are met and followed through to the final decision.
- If unable to attend any executive committee meeting, report / apologies to be sent to the secretary
- Ensure that all coaches and volunteers have current Garda Vetting and are registered with Basketball Ireland

5.5 **Additional Committee member**

- All coaches and assistant coaches shall automatically be members of the committee.
- Additional members may be co-opted to assist the Chairman, Secretary and Treasurer in any duties if needed.
- Additional roles may include:
 - Fund Raising / Social Co-Ordinator
 - PRO
 - Team Managers

6. Statement of Well Being

The Club is fully committed to safeguarding the wellbeing of its members. Every Individual in the club should, at all times, show respect and understanding for each other's rights, safety and welfare, and conduct themselves in a way that reflects the principles of the club and the guidelines contained in the Basketball Ireland Code of Ethics.

7 Membership

7.1 Full Membership of the club shall be open to the following category of members, subject to the acceptance of the Executive Committee of the Club and payment of a relevant yearly membership fee.

- a) Female Players - Any player who is older than 6 years of age.
- b) Coaches – Any coach or assistant coach
- c) Team Managers - Any volunteer team manager
- d) Executive Committee Members
- e) Honorary Members - The club may bestow Honorary Membership on a person who has made a significant contribution to the development of the club. This is at the discretion of the Executive Committee.

7.2 Annual membership fees fall due on the 30th September and are to be paid no later than a date set annually by the Executive Committee.

7.3 The annual fees for players will be set each year by the Executive committee each season.

7.4 All members must agree to abide by the Constitution of the Club, The Code of Ethics of the Club and the rulings of the Executive Committee.

8 Annual General Meeting (AGM)

- 8.1 The club will summon an Annual General Meeting which will be held after the end of the season and before 14th May each year. Notice of the AGM shall be given 14 days prior to the date of the AGM. A quorum of 12 members is required including at least 2 Executive Members will be required to allow the AGM to take place.

The following business shall be conducted at the AGM:

- a) Chairman's address
- b) Secretary's address
- c) Treasurer's report
- d) Any sub-committee reports
- e) Nomination and Election of officers of the Executive committee
- f) AOB

- 8.2 All nominations and motions proposed by full members must be in the hands of the Club Secretary at least five days before the meeting.

- 8.3 The club will maintain adequate financial records, which will be presented to the members at the Annual General Meeting together with an income and expenditure account.

9 Voting Rights at the AGM

- 9.1 All senior players (over 18yrs) who have paid their full membership fees and are registered with the Club will have a vote at an AGM or EGM.
- 9.2 All those who have a structural role (Executive Members, Coaches, Assistant Coaches and Team Managers) within the club will have a vote at the AGM.
- 9.3 Parents/Guardians of children under the age of 18 will have a vote at the AGM or EGM. 1 vote per child with a maximum of 2 votes per family will apply in this category.

10 Equality Statement

- 10.1 St Colms Basketball Club is committed to ensuring that equity is incorporated across all aspects of its development.
- 10.2 The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- 10.3 The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

- 10.4 The Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- 10.5 The Club will deal with any incidents of discriminatory behaviour seriously, according to Club disciplinary procedures.

11 Discipline and Appeals

- 11.1 All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded by the chairperson and responded to swiftly and appropriately in accordance with St Colms Safeguarding Policy. The Children's Welfare Officer and Designated Contact Person (The Chairperson) will lead contact for all members in event of any safeguarding concerns.
- 11.2 All complaints regarding the behaviour of members should be presented and submitted in writing to the Designated Contact Person and Children's Welfare Officer.
- 11.3 All complaints will be dealt with according to the complaints and appeals policy.

12 Dissolution

- 12.1 A resolution to dissolve St Colms Basketball Club can only be passed at an AGM or EGM through a majority vote of the membership.

13 Amendments to the Constitution

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