

## **Club Constitution**

### **1. The Club Name**

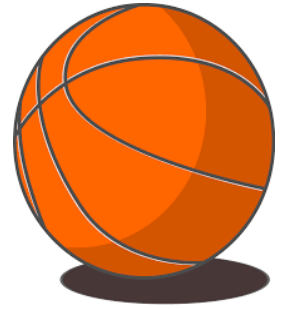
This club is called Navan Cougars Basketball Club (Navan Cougars BC) and is affiliated to Basketball Ireland, the Governing Body of Basketball in Ireland.

### **1. The Clubs Mission, Aims and objectives**

- The Mission of our Club is to promote the development and playing of basketball in our Community, to encourage all sectors of our Community in our sporting and social activities.
- To offer coaching and competitive opportunities in Basketball
- To promote the sport of Basketball
- Strive for success on the field of play and for excellence in all our activities.
- Provide the best possible facilities and a safe environment.
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment
- Ensure that all minutes of all meetings (AGM's/EGM's/Committee) are recorded and safely filed.
- Provide for the safety and well-being of members and children by endeavoring to ensure that all Mentor's, Coaches and visiting coaches, as well as parents involved in supervision/training, are vetted to the satisfaction of An Garda Síochána or other relevant bodies.

### **2. Membership**

Membership should consist of officers and members of the club. All officers & members will be subject to the rules and regulations of the club and on joining the club they will adhere to all policies and procedures listed in the clubs constitution. Each member will also agree to adhere to the rules and regulations of Basketball Ireland, the Governing Body of Basketball in Ireland. In order to participate in training, games and blitzes, all membership fees must be paid and/or up to date.



### **3. Club Policies**

All Members must abide by these Club policies

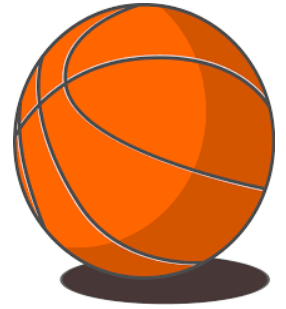
- Club Constitution
- Club code of Ethics
- Club code of Conduct
- Safeguarding of young Children (Child Protection)
- Covid-19 Procedures
- Appoint and empower a Child Protection Officer and Liaison Officer
- Rules and regulations of Affiliated Governing bodies and Regional Bodies.
- Data Protection G.D.P.R. 25<sup>th</sup> May 2018 Rules and Regulations
- Media codes of practise

### **4. Executive Committee**

The club will be managed through the Executive Committee consisting of:

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Club safeguarding representative

Only these posts will have the right to vote at meetings of the Executive Committee. The Executive Committee will be convened by the Secretary of the club at such times as shall be deemed necessary but not less than twice in the playing season. The quorum required for business to be agreed at Executive Committee meetings will be any three executive officers of the executive committee. The Executive Committee will be responsible for implementing new policies, codes of conduct and rules and regulations that affect the organisation of the club. The Executive Committee will have the power to appoint sub-committees as deemed necessary and to appoint advisers to the Executive Committee as necessary to fulfil its business. The Executive Committee will be responsible for disciplinary hearings of all members who infringe the club rules/regulations/constitution. The Executive Committee will be responsible for taking any action of discipline or suspension following such hearings.

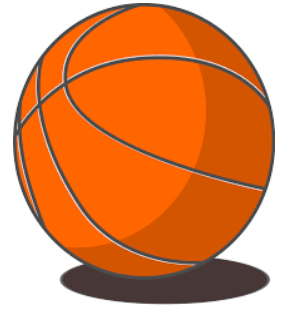


## **5. Team Coordinators**

- Fixtures Secretary
- P.R. Officer
- Club Registrar
- Senior teams representative
- Team Coaches
- Team Managers
- Club Volunteers

## **6. Club Finance**

- All club monies will be banked in an account held in the name of the club.
- The Club Treasurer will be responsible for the finances of the club. The financial year of the club will end on July 1st of each season.
- An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting. Also a further report may be provided during monthly or quarterly meetings
- Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other executive officer.
- Money collected under the auspices of Navan Cougars BC, remain the property of the club.
- Equipment and team kits purchased by Navan Cougars BC remain the property of Navan Cougars BC. Members may be loaned/allocated a kit. The kit remains the responsibility of that player and returned to the club as required. The kit for each age group will be the responsibility of the team manager.
- Sponsorship of clothing, equipment, prizes or otherwise requires the agreement of the Committee.



## **7. Annual general meetings**

- Agenda for an AGM
  1. Last AGM meeting minutes
  2. Chairpersons address
  3. Secretary's address
  4. Treasurers address
  5. Election of Officers
  6. Any other Business
- Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days notice to be given to all members.
- The AGM will receive a report from officers of the Executive Committee and a statement of the audited accounts.
- Elections of officers are to take place at the AGM.
- Only club members have the right to vote at the AGM.
- The Executive Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## **8. Membership fees**

- Membership fees will be set annually and agreed at the AGM.
- Fees may be paid either in full annually or in two payments bi-annually as per the payment amounts stated on the club registration form.
- Fees are to be paid at the time of registration in August or if bi-annually, the second payment is to be paid by the end of January.
- Fees may be paid directly into the club bank account, by cheque or by cash.
- In order to participate in training, games and blitzes, all membership fees must be paid and/or up to date.



## **9. Discipline and appeals**

- All complaints regarding the behaviour of any club members should be submitted in writing to the club secretary.
- The Executive Committee will meet to hear complaints within 7 days of a complaint being lodged. The Executive Committee has the power to take appropriate disciplinary action including the termination of membership.
- The outcome of a disciplinary hearing will be notified in writing from the club secretary to the person who lodged the complaint and the member against whom the complaint is made within 3 days of the hearing.
- There will be the right of appeal to the Executive Committee following disciplinary action being announced. The Executive Committee should consider the appeal within 7 days of the clubs secretary receiving the appeal.

## **Amendments to the constitution**

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

Declaration

*Navan Cougars Basketball Club* hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE:

NAME:

POSITION: Club Chairperson

SIGNED:

DATE:

NAME:

POSITION: Club Secretary