



TOREXE VC

CONSTITUTION

1 NAME

The organisation is known as 'Exeter and Torbay Volleyball Club', and will compete under the name of "Torexe". It is referred to as the "club" in the sections that follow.

2 AIMS AND OBJECTIVES

- 2.1 To provide the opportunity for players of every level to participate and compete.
- 2.2 To strive for excellence and continual improvement in the standard of volleyball within the club.
- 2.3 To strive for excellence in coaching for every level of player.
- 2.4 To commit to junior development.

3 CLUB COMMITMENTS

- 3.1 The club is a non-profit making organisation.
- 3.2 The club will provide facilities for its members including hall hire, necessary equipment and coaching.
- 3.3 The club will register and maintain affiliation to the English Volleyball Association and such other regional, area or district volleyball organisations whose aims and objectives are compatible with those of the club.
- 3.4 The club will compete in tournaments and league competitions and play friendly matches against other clubs.
- 3.5 The club will strive for the continual improvement of the skills of all club members and the consequent raising of the competitive standards of the club in external competition.

4 ELIGIBILITY FOR TERMS AND CONDITIONS OF MEMBERSHIP

- 4.1 Total membership of the club will be limited at the discretion of the Executive Committee.
- 4.2 Membership is open to both men and women.
- 4.3 The membership year will run from 1st September to 31st August.
- 4.4 There will only be two classes of membership: full and junior (under 19 at registration).
- 4.5 Membership fee rates for each year will be determined by the incoming Executive Committee.
- 4.6 Membership will lapse if fees remain unpaid by the end of September.
- 4.7 Membership fees are not refundable either in part or full unless specifically agreed by the executive committee.
- 4.8 Members must conduct themselves in a proper manner on hired premises and in accordance of the requirements of the hirer.

Any behaviour considered by the Executive Committee to be prejudicial to the good name of the club can result in the suspension or termination of membership.

5 ANNUAL GENERAL MEETING (AGM) EXTRAORDINARY GENERAL MEETING (EGM)

- 5.1 The Secretary will call an AGM during April of each year, to coincide with the last indoor training session, or as soon as possible after this date. Members will, whenever possible, be given two weeks advance notice of the meeting. The AGM will be conducted as follows:-
 - 5.1.1 Receive the audited Club accounts to the end of August.
 - 5.1.2 Receive a verbal report from the Chairman on the past year.
 - 5.1.3 Discuss and resolve any proposals for amendment to the Constitution which affect the composition of, or election procedure to the Executive Committee.
 - 5.1.4 Elect the Executive Committee for the coming year.
 - 5.1.5 Discuss and resolve all other matters relating to the constitution.
 - 5.1.6 Any other business. Any matters not affecting the Constitution will not be voted on or binding on members. The new Executive Committee should note the views of members on matters raised and discuss these at the next Executive Committee meeting.
 - 5.1.7 An AGM (or EGM) shall be inquorate unless there are at least 8 members present prior to any election of the Executive Committee. In the event of an inquorate AGM or EGM, elected officers shall remain in place, but another General Meeting must be called within three weeks of the inquorate meeting.
 - 5.1.8 The Club must appoint an auditor.

- 5.2 The same period of notice will be given to members for an EGM as for an AGM.
- 5.2.1 The Secretary must call an EGM on any matter requested in writing by three or more members and on which the decision of the Executive Committee has not been accepted.
- 5.2.2 The Executive Committee may instruct the Secretary to call an EGM at any time to allow the full membership to consider an issue of importance on which the Executive Committee would like to seek views.

6 EXECUTIVE COMMITTEE - COMPOSITION AND ELECTION PROCEDURE

- 6.1 The Executive committee shall comprise of the posts of Chairman, Treasurer (Deputy Chairman), Secretary, Fixture Secretary, and other officers. Executive Committee members shall serve from the Annual General Meeting of their election until the next Annual General Meeting thereafter and shall be elected at the AGM. They may stand for re-election.
- 6.2 The election process shall be as follows: -
- 6.1.1 All existing members of the Executive Committee should advise the Secretary, before the AGM agenda is prepared, whether they wish to stand for re-election. This information should then be included in the agenda.
- 6.1.2 The election of members to posts at the AGM will be conducted by the Secretary in the following order:-
- Chairman
 - Treasurer (Deputy Chairman)
 - Secretary
 - Fixture Secretary
 - Other Executive Committee officers
- 6.1.3 Nominations for each named post will be taken in turn and that officer elected before continuing to the next. Any member may nominate and if the nominated member agrees, the Secretary will record it. Any member who wishes to nominate him/her self will be similarly recorded provided that the nomination is seconded.
- If there is only one member standing, he/she will be elected automatically. In the event of competition for one of the named posts a secret ballot will be held on a one member one-vote basis. Slips will be distributed by the Secretary and collected by:
- for the post of Chairman by the outgoing Secretary (unless standing for Chairman)
 - for the post of Treasurer by the new Chairman
 - for the post of Secretary by the new Chairman
 - for the post of Fixture Secretary by the new Chairman
- 6.1.4 Nominees are entitled to vote. The member polling the most votes will be elected. In the event of a tied vote between two or more candidates, the outgoing Treasurer will determine the position of Chairman (unless involved in the tied vote, in which case the outgoing Secretary fulfils the role). In the event of a tied vote for the post of Treasurer, Secretary or Fixture Secretary the newly elected Chairman determines the issue.
- 6.1.5 Electing Members.
If the number of nominations received equals the number of Committee members to be elected, then all candidates will be declared elected.

If there are more candidates than Committee member posts then a secret ballot will be held, conducted by the Secretary, with each member having a vote for each position to be filled. The new Chairman will count votes. Those candidates with the most votes will fill the Committee member vacancies.

In the event of a tie a fresh ballot will be held to resolve the remaining vacancy(s). In the event of a further tie the newly elected chairman will determine the issue.

7 MANAGEMENT OF THE CLUB AFFAIRS

- 7.1 The Executive Committee is elected at the AGM to run the Club on behalf of all the members. It has full executive powers within the Constitution.
- 7.2 The Executive Committee may appoint sub-committees from within the membership for specific purposes and may delegate executive powers.
- 7.3 The Executive Committee shall meet at least quarterly. At least 4 members of the Executive Committee must be present to form a quorum. The Chairman or Deputy Chairman must be present.
- 7.4 The Chairman at an Executive Committee meeting will only vote in the case of a tied vote of other members.
- 7.5 Any majority decision of the Executive Committee is binding on all club members.

8 DISSOLUTION - THE BREAKING UP OF THE CLUB

In the event of the Club being dissolved the Treasurer has sole responsibility for the conversion of all tangible assets into cash. All cash shall (after meeting any outstanding debts of the Club) be repaid in equal shares to all Club members who can be contacted at the addresses recorded by the Secretary.