



BRIGHTON COUGARS BASKETBALL CLUB CONSTITUTION

FOUNDED 1989

1. Name

The club will be called Brighton Cougars Basketball Club and will be affiliated to England Basketball.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in basketball
- To promote the club within the local community and basketball
- 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.

3. Membership

To ensure all present and future members receive fair and equal treatment.

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

- Full member – adults who are registered with the club as players or supporters
- Junior members – all children and young people who are registered with the club who require an adult to sign their membership form.

All members have the right to vote at the Annual General Meeting or Extraordinary General Meetings however, votes for members under the age of 18 at the time of a meeting must be made by the responsible adult, (parent or guardian) who has signed their membership form. Only one responsible/proxy vote per junior member is permitted.

4. Membership fees

Membership fees will be set annually and agreed by the Executive/ Management Committee or determined at the Annual General Meeting.

Fees will be paid: annually/monthly/by weekly subscription.

5. Officers of the club

The officers of the club will be:

- Chair.
- Vice Chair
- Club Administrator
- Treasurer
- Communication & Development Officer
- Fund-Raising Officer
- Publicity Officer.
- Volunteer Coordinator.
- Club Coach Support Officer
- Officials Coordinator (non voting)
- Team Managers Coordinator (x2 non voting)
- Welfare Officers (x 2 non-voting)
- Junior Representative (open to Junior Members only and is non-voting)

Officers will be elected annually at the Annual General Meeting (AGM).

All officers will retire each year but will be eligible for re-appointment.

Officers have the right to resign from their post prior to AGM.

6. Committee

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

- Only the posts listed above will have the right to vote at meetings of the Management Committee.
- The Management Committee meetings will be convened by the Administrator of the club and held no less than 4 times per year.
- The quorum required for business to be agreed at Management Committee meetings will be: 4. In the event of a tie the Chair will have the deciding vote.
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.
- In the event of a resignation of an officer the committee have the authority to seek nominations and elect a replacement officer to the vacant post.
- In the event of a post been unfilled at an AGM or EGM the committee have the authority to seek nominations and elect an officer to the vacant post.
- The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations /constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

7. Finance

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for accounting for and reporting on the finances of the club.

The financial year of the club will end on 31 July.

Any cheques drawn against club funds should hold the signatures of any two of the following committee officers: the Treasurer, the Chair and the Club Secretary. The chair and secretary should be informed of all internet banking payments by email.

8. Annual General Meetings

Notice of Annual General Meetings (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 Management Committee and a statement of the inspected accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM. The parents or carers of junior members can vote in place junior member if they wish (see Membership).

The quorum for AGMs will be 12.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's safeguarding policy and procedures. The club Welfare Officer is the lead contact for all members in the event of any safeguarding concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Administrator.

A disciplinary sub-committee will meet to hear complaints within 14 days of a complaint being lodged. The sub-committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Administrator receiving the appeal.

10. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Basketball Sussex or a nominated club in Sussex.

11. Amendments to the constitution

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

12. Declaration

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

Signed:

Date:

Name:

Position: Club Chair

Signed:

Date:

Name:

Position: