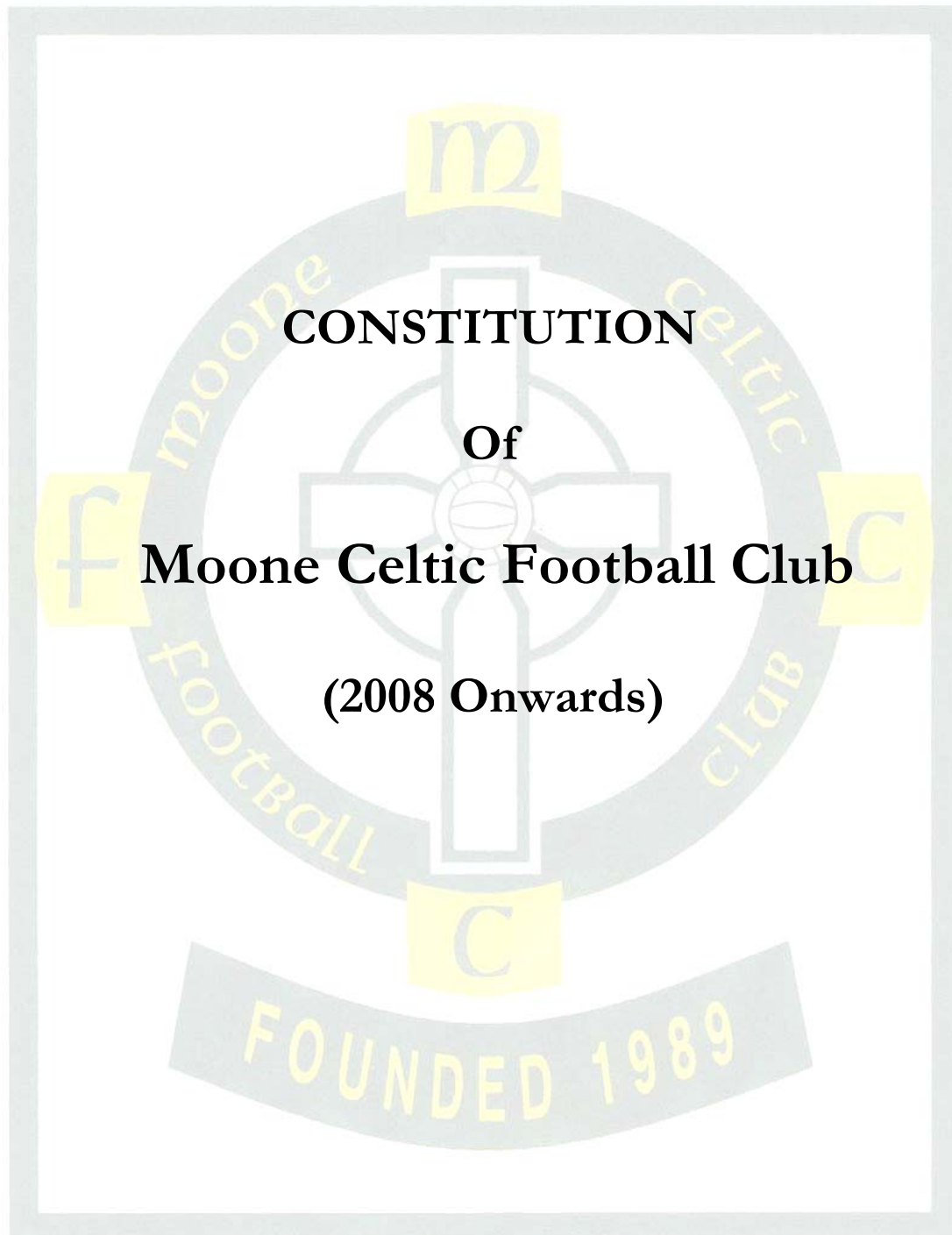


# Moone Celtic FC



## CONSTITUTION

Of

**Moone Celtic Football Club**

**(2008 Onwards)**

# Moone Celtic FC

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*The following definitions apply throughout this document:*

*“AGM” means Annual General Meeting.*

*“EGM” means Extraordinary General Meeting.*

*“The relevant MCFC Committee” means the MCFC Sports Committee or the MCFC Cultural & Social Committee as appropriate.*

# Moone Celtic FC

## 1. Name:

The name of the Club shall be Moone Celtic Football Club.

## 2. Aims and Objectives:

The aims and objectives of the Club shall be to foster an interest in and to promote the activity of Soccer among the young people and older generations of Moone, surrounding Parishes and beyond.

## 3. Membership:

Membership of the Club shall be open to everyone who fosters the same interests of the Club. This shall not preclude the use of the services of a coach, manager, trainer, or technical adviser for the Club. Membership shall be granted to individuals and Families on receipt of a set subscription of which shall be determined by the Committee or AGM within the limits set by the relevant MCFC Committees.

### 3.1. Member Categories

Members will be enrolled in the following categories:

- ❖ Senior Member
- ❖ Student Member
- ❖ Junior Member
- ❖ Family Members
- ❖ Associate Member
- ❖ Life Member

## 4. Committee Structure:

### 4.1. The Committee:

4.1.1. shall consist of four officers, Chairperson, Secretary, Treasurer and Public Relations Officer also shall be included among these Committee Members, all of whom shall be elected at the AGM to hold office until the next years AGM.

4.1.2. At least four other club members shall be elected onto the committee at the AGM and remain a committee member until the next years AGM.

### 4.2. Meetings:

4.2.1. Meetings of the Committee shall take place at least once a month.

4.2.2. The quorum for Committee meetings shall be 3, provided that at least 2 officers are represented.

## 5. Duties of the Officers and Committee members:

### 5.1. Chairperson:

5.1.1. The Chairperson shall preside at all committee meetings, AGMs, and EGMs of the Club.

5.1.2. In the absence of the Chairperson, nominations will be sought from those present at the meeting to preside over that particular meeting.

### 5.2. Secretary:

The Secretary shall:

5.2.1. On instructions from the Chairperson convene all meetings of the Club.

5.2.2. Maintain a current register of membership.

5.2.3. Be responsible for all correspondence on behalf of the Club and for filing same.

5.2.4. Record and retain the minutes of the proceedings of all meetings of the Club.

5.2.5. Prepare an annual report for submission to the AGM and to the relevant MCFC Committee.

### 5.3. Treasurer:

The Treasurer shall:

5.3.1. Maintain a clear, detailed and accurate record of all financial transactions of the Club.

5.3.2. Obtain receipts for all expenditure incurred by the Club and maintain all records necessary to satisfy the relevant MCFC Committee regarding the spending of monies allocated.

5.3.3. Notify the relevant MCFC Committee of all funding received by the Club from other sources as they occur, and the use to which such funds were put and account for same.

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5.3.4. Present a detailed Financial Report including Accounts in standard format to the AGM and send a copy of this report at the time to the relevant MCFC Committee.

5.4. Public Relations Officer:

The Public Relations Officer shall be responsible for advertising the meetings and events of the Club.

5.5. Resignations from the Committee

5.5.1. Resignations of any member of the committee shall be instituted by a letter of resignation to the Secretary of the Club. In the case of the resignation of the Secretary, resignation may be instituted by a letter of resignation to the Chairman.

## 6. Annual General Meeting.

The AGM shall take place not later than June of each year and the Secretary shall post notice of same prominently on the MCFC Clubs Notice Board in the Club House and local shops at least 14 days before the date of the AGM.

6.1. The purposes of the AGM:

- 6.1.1. To receive the annual report from the Secretary on the activities in the preceding year.
- 6.1.2. To receive the Treasurer's Financial Report and Accounts for the preceding year.
- 6.1.3. To decide the subscription fee, if any, for the coming year.
- 6.1.4. To elect the officers and committee for the coming year.
- 6.1.5. To discuss the programme of the Club for the coming year.
- 6.1.6. To amend the constitution if necessary.

6.2. Elections:

6.2.1. Elections for committee posts shall be held by open ballot following a request for nominations and short speech from each candidate.

6.3. The agenda:

The agenda for the AGM shall be:

- 6.3.1. Minutes of the previous AGM and matters arising therefrom
- 6.3.2. Correspondence (if any)
- 6.3.3. Presentation of Annual Reports and Accounts
- 6.3.4. Motions
- 6.3.5. Any other business

6.4. The Quorum:

6.4.1. The quorum for the AGM shall be all committee members of the current committee plus 1.

## 7. Amendments to Constitution

This Constitution may be amended only at the AGM. Notice of intention to amend and the text of the amendment must be submitted in time for publication on MCFC Club Notice Boards not less than 7 days before the published date of the AGM. All amendments require a two-thirds majority of those present and entitled to vote.

## 8. Extraordinary General Meeting

An EGM may be requested by one Committee member or in writing by at least 10 members of the Club.

At least fourteen days notice must be given for an EGM and the Secretary must post prominent notice of an Extraordinary General Meeting on MCFC Club Notice Board and in local shops. The notice must include the agenda and the reason why the EGM has been called and by whom.

The quorum for an EGM shall be all of the current committee plus 1. In order to be carried, any motion placed before the EGM requires a two-thirds majority of those present and entitled to vote.

## 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 child protection policy and procedures. The club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

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



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The MCFC Committee will meet to hear complaints within 3 days of a complaint being lodged. The 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 3 days of the hearing.

There will be the right of appeal to the MCFC Committee following disciplinary action being announced. The committee should consider the appeal within 5 days of the Secretary receiving the appeal.

## 10. Trustees

- 10.1.1. The property of the club shall be vested in Trustees who shall deal with same as directed by the Executive Committee or by the members at a General Meeting; provided that no sale, lease, mortgage or charge (other than to secure a debt or overdraft authorised at the time of or before the adoption of this rule) or other disposition of club premises shall be permitted without the authority of a General Meeting.
- 10.1.2. In the event of removal, resignation or death of any Trustee, a new Trustee may be elected at a General Meeting.
- 10.1.3. Any Trustee may be removed at a General Meeting, or, if he has ceased to be a member of the club, by the Executive Committee.
- 10.1.4. Every Trustee shall be entitled to be indemnified out of the Club's assets, except for his own wilful default or dishonesty.
- 10.1.5. An entry in the Minute Book relating to any meeting of the members or the Executive Committee and signed by the Chairman shall be conclusive evidence in favour of any person dealing in good faith with the Trustees or the Executive Committee of the matters there recorded and any such person may assume that such meeting was duly convened and conducted.
- 10.1.6. Any notice or document relating to dealings with the Club's property shall be sufficiently addressed to the Secretary or to the Club.

## 11. Dissolution of the Club

- 11.1. The Club:
  - 11.1.1. May be dissolved by a [two-thirds] majority vote of its membership at a General Meeting. The Club may also be dissolved by decision of the MCFC Committee. The Club shall fall into abeyance should it fail to validly elect a committee for [two] successive years.
  - 11.1.2. In the event of dissolution, any assets of the club that remain will become the property of a chosen club or society in the locality. The chosen club/society will be voted on by the committee and a majority vote will decide the club/society.

## 12. Declaration

- ❖ *Moone Celtic Football Club* hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: *Aidan Byrne*

Date: August 2008

Name: Aidan Byrne  
Position: Club Chairman

Signed: *Tom Hickey*

Date: August 2008

Name: Tom Hickey  
Position: Club Secretary

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