

CONSTITUTION OF THE SOUTHAMPTON AND DISTRICT VOLLEYBALL ASSOCIATION

1. NAME

The organisation shall be known as the Southampton and District Volleyball Association (hereafter known as the Association).

2. OBJECTS

- a. To promote and encourage every aspect of Volleyball.
- b. To act as the governing body for sport in the area as defined by the name of the Association.
- c. To run an annual league competition, plus any other competitions as decided by the Executive Committee.
- d. To assist any higher Authority in carrying out their general policies.

3. RULES

- a. The rules governing the game shall be the English translation of the FIVB rules, as amended by the Rules of the Association which are to be reviewed annually.
- b. Amendments to the extant Constitution or Rules shall only be made at the Annual General Meeting, or at an Extraordinary General Meeting.

4. MEMBERSHIP

Membership of the Association shall consist of Full club, Associate Club, Teams and Individuals. The Association operates an equality of opportunity policy. No person shall be discriminated against in any way due to their creed, ethnic origin, gender or sexual orientation. All Full Member Clubs are required to affiliate to the English Volleyball Association.

a. Full Club Membership.

Any properly constituted Club, as defined in Article 5. Clubs which reside outside the area and that fall under another governing association may be granted annual membership at the discretion of the Executive Committee.

b. Associate Club Membership

Any institution or club, composed of a majority of members who are not SADVA or National League registered, either currently or within the last two calendar years, who intend to become a properly constituted Club under Article 4a. Also educational establishments who are unable to meet the commitments of Full Club Membership. Such membership shall be granted annually, backdated to the last AGM after application.

c. Team Membership

This is conferred on teams of Clubs, as defined in Article 4a or 4b, who shall on payment of the subscription stated in the Rules shall be an affiliated Team.

d. Individual Membership

This is conferred on any member of a team defined in Article 4c, who has registered under the Rules of the Association.

5. OFFICERS

- a. There shall be 6 elected officers of the Association who shall be, Chairman, Secretary, Treasurer, Fixtures Secretary, Officials Administrator and Publicity Officer, hereafter known as the Executive Committee (EC). No one Club shall supply more than 3 of the elected Officers' positions on the EC. The EC shall elect a Vice Chairman from amongst its members. In addition they may invite members of the Association to be Presidents(s), such post being with authority on the EC, and the duties and tenure of the post(s) shall be decided by the EC.
- b. The Officers shall be elected in alternate years as follows:
 - i) "Even" Years – Chairman, Treasurer, Officials Administrator.
 - ii) "Odd" Years – Secretary, Publicity Officer, Fixtures Secretary.
- c. In the event of any of the above positions not being filled by election at the AGM, then they shall be nominated from the Club members, as described in Article 7, but shall not over-rule the intentions of Article 6a.
- d. The duration of the EC's term of office shall be from the close of the meeting at which they are elected, until the close of the Annual General Meeting 2 years later.
- e. If a resignation is accepted during the term of office, the EC shall attempt to find a replacement from the Full Member Clubs.

6. EXECUTIVE COMMITTEE

- a. The affairs of the Association shall be managed by the Executive Committee, (which shall consist of the Elected Officers as described in Article 6a plus 1 member from each Team of Full Member Clubs not represented by elected members), in accordance with the Responsibilities Document of the Association.
- b. The Quorum necessary for the transaction of business of the EC shall be four.
- c. The meetings shall be called at the discretion of the Chairman or Secretary, with a minimum of 4 per year.

7. AUTHORITY OF THE COMMITTEE

The EC shall have the power to:

- a. Administer the constitution and Rules of the Association, but shall not have the authority to remove any Article, sub-Article, Rule or sub-Rule from those agreed at the last Annual General Meeting or Extraordinary General Meeting.
- b. Decide on any matter not provided for in the Constitution or Rules. The decision shall be binding, but shall be proposed at the next Annual General Meeting or Extraordinary General Meeting for incorporation into the Rules or Constitution.
- c. Invite suitable delegates to meetings, such persons however shall not have the power to vote.
- d. Delegate any of its duties to sub-committees consisting only of Individual members of Full Member Clubs nominated by the EC and chaired by an EC member.
- e. If any matter cannot be resolved under the Constitution or Rules of the Association, the matter shall be referred to the next highest authority.

8. FINANCE

- a. The financial year of the Association shall run from 1st of September to the 31st of August . An interim statement that has undergone an independent verification shall be presented to the AGM, and shall be included in the minutes of the AGM.
- b. The funds of the Association shall be lodged at a financial institution, and all cheques, drafts, etc. drawn on the account shall be signed by the Treasurer with up to two other EC members also having the authority to sign. Only one authorised signature will be required. Any internet banking will be managed by the Treasurer.
- c. A copy of accounts shall be made available to any higher authority on request.
- d. The funds of the Association shall only be used towards the furtherance of the Association's objects.
- e. If the Association is dissolved, the funds remaining shall be given to the next highest authority, to be held in trust until the Association is re-formed.
- f. The amount of affiliation fee in the various classes of membership shall be decided at the Annual General Meeting.
- g. All fees due in respect of goodwill monies or registrations shall be paid to the Treasurer under the Rules of the Association.
- h. Members of the EC shall be reimbursed in full for all necessary expenditure for the Association. In addition a rate of motor mileage allowance shall be paid for attendance at meetings where representing SADVA (if approved in advance by the EC), and for any business undertaken for the Association.

9. ANNUAL GENERAL MEETING

- a. Not more than 13 months shall elapse between Annual General Meetings (AGMs) of the Association.
- b. At least 14 days notice, specifying the place, date and hour of the meeting shall be given to all Full Member Teams of the Association, plus any teams who have expressed an intention to join the Association as Full Members. The Agenda shall be sent out at least 7 days before the AGM to these teams.
- c. Only teams of Full Member Clubs who have lodged with the Association the appropriate amount of goodwill money shall be eligible to vote at the AGM.
- d. The Quorum necessary for the AGM shall be 4 members of the EC, plus at least as many members of the Association as there are Full Member Teams.
- e. The voting at the AGM shall be:

Team Representatives	1 vote each
EC Members (less Chairman)	1 vote each

- f. The Team Representatives, up to a maximum of two per Team, shall be nominated by the Teams at the AGM.
- g. The Chairman shall only have a vote if there is a tie, in which case he/she shall have the casting vote.
- h. All matters shall be decided by a show of hands, or secret ballot at the discretion of the Chairman.
- i. Except for changes to the Constitution, all resolutions shall be passed by a simple majority of voting persons at the AGM. Alterations to the Constitution may only be passed by a two thirds majority of voting persons at the AGM.

10. EXTRAORDINARY GENERAL MEETINGS

An Extraordinary General Meeting (EGM) of the Association shall be convened on a resolution of the EC, or on a request signed by at least 60% of the Full member Teams of the Association. Such a meeting shall be convened within one calendar month.

The provisions of Article 10 shall apply to EGMs.

11. ANNUAL CLUBS MEETING

An Annual Clubs meeting shall be held in September of each year. Failure to send a representative to this meeting, without prior notification, may result in that Team being denied entry to any SADVA competition.