

BANGOR YOUNG MEN FOOTBALL CLUB CONSTITUTION

1. NAME

The Club shall be called the Bangor Young Men Football Club hereafter known as "The Club".

2. OBJECTIVES

The Club is established to pursue the following objectives:-

- (a) Participation in the sport of Football hereinafter referred to as the "Sport".
- (b) To promote the game of football at Junior, Intermediate and at Youth level.
- (c) To hold, arrange, promote, contribute towards and take part in social activities amongst the members of the Club.
- (d) To provide and maintain for the use of all or any of its members facilities and amenities to be used by the members of the Club.
- (e) To provide equal opportunities for successful participation by all sections of the community.
- (f) To fix and enforce a scale of charges by way of subscriptions or otherwise, whether payable by members of the Club or others for taking part in the Club activities and being a member of the Club.

3. MEMBERSHIP

Membership of the Club shall be open to anyone interested in football on application regardless of sex, age, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

All members are subject to the Constitution of the Club and the regulations of the National Governing Body.

The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating. Membership shall be open to all persons who pay their annual subscriptions as laid down by the Committee either as a playing or non-playing member.

The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute.

4. ADMINISTRATION – COMMITTEE

A) Role- Subject to these Rules the Committee shall have responsibility for the management of the Club, its funds, property and affairs.

- (i) The business and affairs of the Club shall be under the management of a committee which shall consist of a Chairperson, Hon. Secretary, Hon. Treasurer , Representative from Academy Sub-Committee and four other members of the Club and the remaining members shall be elected each year at the Annual General Meeting. The Club Committee selected shall hold office until the date of the next Annual General Meeting, the Committee shall meet as often as is necessary but not less than 4 times each year.
- (ii) The Committee may co-opt a member being also a member of the club to fill a vacancy caused by the transfer, or resignation of any member or by any member becoming unfit or incapable of acting and every member so co-opted shall hold office until the date of the next Annual General Meeting.
- (iii) Four members of the Club Committee shall form a quorum and any resolution passed by a majority of the members present and voting at a meeting of the Club Committee shall be a decision of the Committee; in the event of an equality of voting the Chairperson of the Club and the Chairperson of the Committee who will be one in the same person will have a vote.
- (iv) The Committee will be responsible for seeking the venues of and the appointment of a Club Manager for the ensuing year.
- (v) The Committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Committee. The Committee may wind up any sub-committee at any time or to change its mandate and operating terms.
- (vi) The Committee will be responsible for the appointment of a sub – committee for the administration and governance of Bangor Young Men Academy (Appendix A)

B) Property etc –

- (i) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules.
- (ii) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, event expenses, post event refreshments and other ordinary benefits of Amateur Football Clubs.
- (iii). The Club may also in connection with the sports purposes of the Club:
 - a) Sell and supply food, drink and related sports clothing and equipment;
 - b) Employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - c) Pay for reasonable hospitality for visiting teams and guests;
 - d) Indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

- (iv). The Committee will have due regard to the law on disability discrimination and child protection.

5. ANNUAL GENERAL MEETING

- (i) The Annual General Meeting of the Club shall be held before the end of June each year or on such other date as may hereinafter be determined by a General Meeting of the Club.
- (ii) Twenty one days notice of the date, time and place of such meetings shall be given. An Extraordinary General Meeting of the Club shall be held whenever the Committee think it expedient, or whenever 20 members of the Club by individual demand in writing delivered to the Secretary so request. Such meetings to be held not later than 14 days after the date of such request. Seven days notice of any such special General Meeting shall be given.
- (iii) At all Annual General Meetings of the Club the Chairperson of the Committee or, if they are not present, the Vice Chairperson shall preside. Eight members shall form a quorum.
- (iv) Any member present in person shall have one vote, and when the votes are equal, the then Presiding Officer shall have a casting vote.
- (v) The business to be transacted at each Annual General Meeting shall be:-
 - (a) Chairperson's Report
 - (b) Treasurer's Report
 - (c) Secretary's Report
 - (d) Club Manager's Report
 - (e) Report from Representative Academy Sub-Committee
 - (f) Election of officers of the Club and members of the Club Committee for the ensuing year.
 - (g) Officers of the club who shall be elected annually at the Annual General Meeting shall consist of Chairperson, Hon. Secretary and Hon. Treasurer.
 - (h) Any business of which notice shall have been given or in the notice calling the meeting.
 - (i) Any other business with the consent of the Chairperson or the Officer presiding at the said Annual General Meeting.

6. INFRINGEMENT OF THE RULES

If it appears to be a majority of at least two thirds of the members of the Club Committee present and voting at any meeting of that Committee that any member has persistently broken any of the Rules or Regulations of the Club or conducted himself or herself in an unseemly or unbecoming manner the Committee shall suspend such member from membership of the Club and thereafter may, after giving such member an opportunity to be heard, expel such member from the Club without assigning any cause or incurring any liability to such member for said expulsion.

7. GENERAL

Any matter not uncovered by these Rules or any questions as to their interpretation shall be dealt with by the Club Committee.

The Club has a responsibility to support the managers and coaches as they further develop their coaching skills. In return the Club expect all coaches that have had courses paid for by the Club to remain at Bangor YM for at least three years on completion of any coaching qualification.

The Committee expect any manager or coach leaving the Club prior to this three year period to reimburse the Club the fees paid for that coaching qualification.

The Club expect all managers, coaches and players on leaving the Club to return all Club equipment and to reimburse the club for any money owed and they will be liable for any outstanding dues or fines.

8. AMENDMENTS OF RULES

No new Rule shall be made nor shall any of the Rules herein contained or hereafter to be made amended or rescinded unless with the consent of the ordinary members present at a General Meeting specially called for that purpose.

Changes to rules or amendments should be submitted in writing to the Club Secretary 14 days before the date of the Club's Annual General Meeting.

9. SECRETARY

The Secretary of the Club shall cause adequate records to be maintained of the proceedings of the said Club. They shall take charge of correspondence, and all papers relating to the conduct of the Club and shall produce all property of the Club in their possession at each audit and whenever required by resolution of the Club or of the Committee. The Secretary shall also give up all books, documents and property belonging to the Club when ordered to do so by a resolution of the Committee. They shall summon and give due notice of all meetings of the Club and of the Committee. They shall on all occasions in the execution of Office act under the control and direction of the Club Committee. The office of Secretary shall be honorary and unpaid.

10. TREASURER

The Treasurer shall take charge of the funds of the Club and pay all demands when ordered to do so by the Committee. They shall produce all books, documents, property and money of the Club in their possession and render a full and complete account of each audit and whenever required by resolution of the Club Committee. The Treasurer shall also give up all books, documents, property and money of the Club in their possession when ordered to do so by a resolution of the Committee. The office of treasurer shall be honorary and unpaid.

11. PAYMENT OF EXPENSES

The Committee may authorise the payment of members of the Club or of the Committee of usual expenses necessarily incurred in connection with the business of the Club.

12. ACCOUNTS AND AUDIT

- (i) The Club Committee shall cause accounts to be kept showing the income and expenditure of the Club and shall cause a balance sheet to be prepared annually showing the financial position of the Club as at 30 May each year.
- (ii) The Committee shall submit the Accounts and Balance Sheet of the Club to the Auditor or Auditors of the Club. Such Auditor or Auditors shall have access to all the books, deeds, documents and accounts of the Club and shall examine the accounts and shall verify the same with the books, deeds, documents, accounts and vouchers relating thereto, and shall either sign the same as found by them to be correct, duly vouched and in accordance with the law, or shall specially report to the Club in what respect the same are found incorrect, unvouched or not in accordance with the law.
- (iii) The Committee shall lay before the Annual General Meeting the accounts audited as required, and shall furnish a copy of such accounts, and reports.

13. APPLICATION OF PROFITS

Any profits and receipts of the Club, shall become the property of that Club and the Committee shall have power to apply them in any way it may consider proper.

On dissolution of Bangor Young Men all net assets of the Club will be distributed to the Northern Amateur Football League, it being the primary governing body.

14. BANK ACCOUNT

The Club shall open a Bank Account to which all money received shall be lodged and from which all payments shall be made by cheque as required. Each cheque shall be authorised by the Hon. Treasurer and their Deputy.

15. SUBSCRIPTIONS

- (i) All matters relating to the conduct of the affairs of the Club including that of determining the amount to be paid from time to time by the members by way of subscription shall be determined by the Committee.
- (ii) A member of the Club whose subscription isn't paid at a given date set by the Committee shall cease to be a member of the Club.

16. CLUB MANAGER

- (a) The Committee will appoint a Club Manager for the ensuing year as soon as possible after the Annual General Meeting.
- (b) The Club Manager will be responsible to the Committee.
- (c) The Club Manager will appoint suitable persons to ensure the smooth and proper running of all teams within the Club.
- (d) All matters pertaining to the selection of teams for Club fixtures will be the responsibility of these persons appointed as Managers of their respective teams or some person acting on their behalf in the absence of the said Manager.
- (e) (i) Any complaint or dispute that a member may have over selection should firstly be addressed to the Manager of the team concerned.

- (ii) If the member is not satisfied with the explanation received from the Manager he may further register his complaint with the Club Manager.
- (iii) If the member remains unsatisfied with the explanation of the Club Manager he may submit his complaint in writing to any member of the Management Committee for discussion at the next Management Committee meeting.

17. PLAYING MEMBER

- (A) A member selected to play for the Club will abide by all Club Rules and the rules of football in general.
- (B) A player has the right to complain about his selection for a particular team, but must firstly raise his complaint to the Manager of the team selected for.
- (C) A player will pay an annual subscription on or before the date decided by the Committee and any further match fees required before commencement of play.

Appendix A

Bangor Young Men Academy

1. OBJECTIVES

Bangor Young Men Academy is established to pursue the following objectives:-

- a)** To promote football at junior levels for all, irrespective of background, race, colour, creed or status, within the guidelines of administrative bodies in an organised and structured manner to the best of its ability.
- b)** To operate junior football for boys and girls between the ages of four and 18 years of age and to further the cause of Amateur Football and promote Athletic and Social Recreation amongst its members.
- c)** To encourage junior players to progress to the senior playing sides and to higher levels where possible with the support of the Club.
- d)** All players shall have equal opportunity.
- e)** To fix and enforce a scale of charges by way of subscriptions or otherwise, whether payable by members of BYM Academy or others for taking part in the Club activities and being a member of the Club

2. Sub Committee:

The Club Committee shall have oversight of all matters conducted by Bangor Young Men Academy. It will direct that a Sub Committee is established.

- a.** The Sub Committee is responsible for the administration and governance of all affairs concerning Bangor Young Men Academy.

- b. The Sub Committee shall consist of the following officers: Chairperson, Treasurer, Secretary and Youth Welfare Officer and up to four other members, who will be appointed on approval of the Club Committee at an Annual General Meeting.
- c. A representative of the Sub Committee shall be appointed to the Club Committee and report to it at monthly meetings. They will provide a written report on the progress of Bangor Young Men Academy at the Clubs Annual General Meeting.

3. Annual General Meeting – Sub Committee

- a. The Annual General Meeting of the Sub Committee shall be held each year prior to the Annual General Meeting of the Club. This will be before the end of June each year or on such other date as may hereinafter be determined by the Club Committee.
- b. Twenty one days notice of the date, time and place of such meetings shall be given. An Extraordinary General Meeting of the Youth Sub Committee shall be held on direction of the Club Committee or whenever the Sub Committee think it expedient, or whenever 20 members of the Club by individual demand in writing delivered to the Secretary so request. Such meetings to be held not later than 14 days after the date of such request. Seven days notice of any such special General Meeting shall be given.
- c. At all Annual General Meetings of the Sub Committee the Chairperson of the Sub Committee or, if they are not present, the Vice Chairperson shall preside. Eight members shall form a quorum.
- d. Any member present in person shall have one vote, and when the votes are equal, the then Presiding Officer shall have a casting vote.
- e. The business to be transacted at each Annual General Meeting shall be:-
 - 1. Chairperson's Report
 - 2. Treasurer's Report
 - 3. Secretary's Report
 - 4. Welfare Officer's Report
 - 5. Election of officers of the Sub Committee for the ensuing year.
 - 6. Officers of the club who shall be elected annually at the Annual General Meeting shall consist of Chairperson, Hon. Secretary and Hon. Treasurer.
 - 7. Any business of which notice shall have been given or in the notice calling the meeting.
 - 8. Any other business with the consent of the Chairperson or the Officer presiding at the said Annual General Meeting.

3. SECRETARY

The Secretary of Bangor Young Men Academy shall cause adequate records to be maintained of the proceedings of the said Club. They shall take charge of correspondence, and all papers relating to the conduct of Bangor Young Men Academy and shall produce all property of BYM Academy in their possession at each audit and whenever required by resolution of the Sub Committee or the Club Committee. They shall also give up all books, documents and property belonging to Bangor Young Men Academy when ordered to do so

by a resolution of the Sub Committee or by the Club Committee. They shall summons and give due notice of all meetings of the Sub Committee. They shall on all occasions in the execution of Office act under the control and direction of the Sub Committee. The office of Secretary shall be honorary and unpaid.

4. TREASURER

The Treasurer shall take charge of the funds of Bangor Young Men Academy and pay all demands when ordered to do so by the Club Committee. They shall produce all books, documents, property and money of Bangor Young Men Academy in their possession and render a full and complete account of each audit and whenever required by resolution of the Sub Committee and the Club Committee. They shall also give up all books, documents, property and money of Bangor Young Men Academy in their possession when ordered to do so by a resolution of the Committee. The office of treasurer shall be honorary and unpaid.

5. PAYMENT OF EXPENSES

The Sub Committee will seek approval from the Club Committee for the payment of all expenses necessarily incurred by Bangor Young Men Academy.

6. ACCOUNTS AND AUDIT

- (i) The Sub Committee shall cause accounts to be kept showing the income and expenditure of Bangor YM Academy and shall cause a balance sheet to be prepared annually showing the financial position of BYM Academy as at 30 May each year.
- (ii) The Sub Committee shall submit the Accounts and Balance Sheet of Bangor YM Academy to the Treasurer of the Club. The Treasurer shall make these available to the Auditor or Auditors.
- (iii) The Sub Committee shall lay before the Annual General Meeting the accounts audited as required, and shall furnish a copy of such accounts, and reports.

7. APPLICATION OF PROFITS

Any profits and receipts of Bangor Young Men Academy, shall become the property of the Club and the Club Committee shall have power to apply them in any way it may consider proper.

8. SUBSCRIPTIONS

- (i) All matters relating to the conduct of the affairs of BYM Academy including that of determining the amount to be paid from time to time by the members by way of subscription shall be determined by the Club Committee.
- (ii) A member of Bangor YM Academy whose subscription isn't paid at a given date set by the Club Committee shall cease to be a member of the Club.

9. RULES and REGULATIONS

- a. The members of Bangor Young Men Academy shall exercise their rights, powers and duties and shall, where appropriate, use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Northern Irish Football Association to which the Club is affiliated and Competitions in which the Club participates, for the time being in force.
- b. The Club will also abide by The IFA's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place.

10. Membership

All members of Bangor Young Men Academy are subject to the Constitution of the Club and the regulations of the National Governing Body.

- a. The members of the Club from time to time shall be those persons listed in the register of members (the "Membership Register") which shall be maintained by the BYM Academy Secretary.
- b. All members of Bangor Young Men Academy will receive a copy of the relevant Code of Conduct, a copy of the Club's Child Protection Policy and a copy of the constitution.

11. Director of Youth Football

(a)The Sub Committee will appoint a Director of Youth Football for the ensuing year as soon as possible after the Annual General Meeting.

(b)The Director of Youth Football will be responsible to the Sub Committee.

(c)The Director of Youth Football will appoint suitably qualified coaches to ensure the smooth and proper running of all teams within Bangor Young Men Academy.

(d)All matters pertaining to the selection of teams for BYM Academy fixtures will be the responsibility of these persons appointed as Coaches of their respective teams or some person acting on their behalf in the absence of the said Coach.

- (e) (i)Any complaint or dispute that a member (may) have over selection should firstly be addressed to the Coach of the team concerned.
- (ii) If the member is not satisfied with the explanation received from the Coach he may further register his complaint with the Director of Youth Football.
- (iii) If the member remains unsatisfied with the explanation of the Director of Youth Football he may submit his complaint in writing to any member of the Sub Committee for discussion at the next Management Committee meeting.

12. General

- a) All players, managers and parents will be expected to follow the guidelines for spectators and officials as laid down by the responsible bodies.

b) No parent should be encouraged at reception or mini soccer groups to purchase expensive equipment on the basis that their child may change their mind about playing football or not be skilful enough to succeed.

c) The number of teams entered in any competition will be decided by the Club Management Committee annually depending on the number of players available and the parental support. In general the decision will be based on the number of players progressing each season from the reception group to the mini soccer group and from the mini soccer group to competitive football. The management committee will agree the number of teams playing play at any group annually.

d) Participation in mini soccer and reception groups shall not be based on skill but on football for all.

e) The structure of the Club and its management is based on a single Club basis with junior players progressing to Senior teams from the older junior teams.

f) In competitive competitions managers shall be actively encouraged to include all squad members in matches throughout the season as full playing members with the proviso that current guidelines require that all teams/clubs are required to field their strongest team when playing competitive competitions.

g) Junior players shall not be barred from Junior football activities at the Club where special financial considerations need to be considered. Decisions relating to these issues shall be kept confidential and a matter between the team manager, assistant secretary and membership secretary only in so far as it affects the rules of the Club on membership.