GARTCAIRN FOOTBALL ACADEMY CONSTITUTION

1 Name

The club will be called *GARTCAIRN FOOTBALL ACADEMY* and will be affiliated to the *Scottish Football Association and any underlying National governing body i.e. SWF/SYFA*.

2 Aims and objectives

The aims and charitable objectives of the club will be:

- the advancement of children's & youth participation in sport, by
    - providing a safe environment for the children to participate
    - ensuring fairness throughout
    - encouraging enjoyment and social aspects within the team environment

3 Membership

Membership shall 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 conduct that the club has adopted.

- A Job description for each type of role shall be followed.

4 Membership fees

There shall be no fees dictated to members. A recommended minimum donation shall be set annually but it shall be up the member how much they donate. Donations can be nightly, weekly or monthly.

5 Officers of the club

The officers of the club will be:

- Chairperson
- Secretary
- Treasurer
- Child Protection Officer

Officers will be elected annually at the Annual General Meeting.
All officers will retire each year but shall be eligible for re-appointment.

6 Committee

The club will be managed through the Management Committee consisting of: *Coaches, child protection officer, secretary, treasurer and chairperson.* Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and held no less than *4* per year.

The quorum required for business to be agreed at Management Committee meetings will be: *4*

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

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 donations/monies will be banked in an account held in the name of the club. The Club Treasurer will be responsible for the finances of the club. The financial year of the club will end on: *30th June.*

Any cheques drawn against club funds should hold the signatures of the Chairperson plus up to two other officers.

8 Annual General Meetings

Notice of the Annual General Meeting (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 audited 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 quorum for AGMs will be *8.*

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 complaints regarding the behaviour of members and or players should be submitted in writing to the Child Protection Officer.

The Management Committee will meet to hear complaints within *14* 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 5 working 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 *7* days of the Child Protection Officer receiving the appeal.

10 Property/Leasing

a) In pursuance of the above object (but not otherwise) the committee, acting on behalf of Gartcairn Football Academy, shall have the following powers, to purchase, take on feu, lease, hire, take in exchange and otherwise acquire any property and any rights which may be advantageous for the purposes of the activities of Gartcairn Football Academy.

b) The title to all property (including any land or buildings, the tenants interest under any lease and, so far as appropriate, any investments) shall be held in the names of the chairperson, secretary, treasurer and child protection officer of Gartcairn Football Academy (and their successors in office); any person in whose name Gartcairn Football Academy's property is held shall act at all times in accordance with the directions from time to time of the Management Committee.

11 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 *the St Andrews Hospice Charity number* SC010159.

For the avoidance of doubt the income and property of the Gartcairn FA shall be applied solely towards promoting the association's charitable object.

12 Amendments to the constitution

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

13 Declaration

GARTCAIRN FOOTBALL ACADEMY hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Chairperson

Name: ROBERT MCCALLUM

SIGNED: ..... DATE: 24th Aug 2019

Secretary

Name: GERARD CUMMINGS

SIGNED: ..... DATE: 24th Aug 2019

Treasurer

Name: GORDON WILSON

SIGNED: ..... DATE: 24th Aug 2019

Child Protection Officer

Name: ROSERMARY MCWHIRTER

SIGNED: ..... DATE: 24th Aug 2019

Date of meeting constitution was adopted: 24th August 2019