

Dublin Dodgeball Club Constitution

Dublin Dodgeball Club, Founded 12/3/2012 Dublin Ireland.

DUBLIN DODGEBALL CLUB

September 1, 2016

Authored by: Dublin Dodgeball Club Committee 2015/2016

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Chapter 1: Objectives

1.1 The objectives of the Dublin Dodgeball Club (Dublin Dodgeball Club) are:

- (a) to organise and arrange training and matches for each member of the club;
- (b) to promote and generally advance the sport of Dodgeball in the greater Dublin area and the Republic of Ireland as a whole;
- (c) to assist the Irish Dodgeball Association to organise and receive recognition by the International Olympic Committee and World Governing Body;
- (d) to organise social events for members of the club;
- (e) to ensure that all contests and competitions between teams shall be held under the laws and rules of Dublin Dodgeball Club and the Irish Dodgeball Association (IDBA);
- (f) support the formation and continuing effective operations of the IDBA;
- (g) To develop a friendly and supportive collaboration by all organisations, their leaders and athletes who participate in sport.

Chapter 2: Membership

2.1. Dublin Dodgeball Club's members are composed of:

- (a) **Player memberships** may be granted to persons, who having reached the age of eighteen years, subscribe to and undertake to further the aims and objectives of the Club.
- (b) **Committee membership** may be granted to persons, who having reached the age of eighteen years, subscribe to and undertake to further the aims and objectives of the Club.
- (c) **Honorary membership** may be granted to persons, who have reached the age of eighteen years and have rendered exceptional service to the Club or the game.

2.2. The Dublin Dodgeball Club Annual General Meeting confirms the membership of the club;

2.2.1. Membership may be granted by the Dublin Dodgeball Club committee.

2.2.2. Membership will be granted once individuals have attended 8 training sessions over a maximum time frame of 3 months.

2.2.3. Membership must be renewed on an annual basis subject to the conditions outlined in 2.2.2.

2.3. No discrimination of country or person on grounds of race, religion, sex or politics is allowed in the Dublin Dodgeball Club.

2.4. Individuals wishing to become members of the Dublin Dodgeball Club shall pledge to abide by the By-Laws and Constitution of the Dublin Dodgeball Club.

2.5. Required fees and charges will be paid in a timely manner by each member.

2.6. All members shall be required to submit, within the first three months of each year, an annual information pack supplying their name, address, email, phone number, medical information and details of next of kin.

2.7 Membership rights may be withheld, restricted or suspended in accordance with this Constitution.

2.8. Right to Appeal: All Dublin Dodgeball Club members suspended or penalised have the right to appeal to the Dublin Dodgeball Club Committee.

2.9. Where a member either has not been accepted as an official member of the Dublin Dodgeball Club;

2.9.1. they will not be granted delegate status in the Dublin Dodgeball Club committee;

2.9.2. they will not be allowed to participate in Dublin Dodgeball Club competitions or represent Dublin Dodgeball Club, unless decided otherwise by the Dublin Dodgeball Club Committee.

Chapter 3: Organisational structure

3.1. The business and affairs of the club shall be under the management of a Committee, and this Committee will be the controlling body of the club.

3.2. The Committee of the Dublin Dodgeball Club shall be comprised of an Honorary President, Chairperson, Treasurer, Secretary and Assistant Secretary and as many other elected officers as are deemed to be necessary for the efficient operation of the organisation.

3.3. The Committee will meet as often as required between the designated annual meetings, which should be at least three times in person during the 12 month period. Additional meetings can be held as on line meetings.

3.4. Sub-committees that are required to undertake specific activities will be appointed by the Committee. For example a Social Committee.

3.5. Every member of the club is entitled to run for a committee position provided they have been an active member of the club for at least 6 months. In this way they will have become familiar with the ethos and objectives of the club.

Chapter 4: Committee responsibilities

4.1 The Chairperson/President:

4.1.1 Calls the meetings of the Committee and the Annual General Meeting, and chairs those meetings;

4.1.2. Is the spokesperson for the Dublin Dodgeball Club and represents it at all appropriate occasions;

4.1.3. Liases with relevant governing bodies on behalf of the club including but not limited to: The Ireland Dodgeball Association (IDBA), Northern Ireland Dodgeball Association (NIDBA), UK Dodgeball Association (UKDBA), European Dodgeball Federation (EDBF), and World Dodgeball Association (WDA).

4.1.4. Supervises the strict execution of decisions made by the AGM and the Committee members;

4.1.5. Controls the activities of the Committee members;

4.1.6. Is an ex-officio member of all committees;

4.1.7. Selects the Dublin Dodgeball Club representative to the Irish Dodgeball Association

4.1.8. Approves kit and equipment orders required for the club.

4.2 The Committee members:

4.2.1. Assist the chairperson/President in his duties. The chairperson/President may designate one of the Committee as deputy chairperson/President in case he is not able to fulfil his duties, replacing the chairperson/President; he or she represents the chairperson/President, and assumes the duties of the chairperson/President, when absent or when asked to do so by the chairperson/President.

4.2.2. Performs special duties assigned by the chairperson/President.

4.2.3. Shall perform such roles as designated by the Committee.

4.2.4 Shall act on assignments and directions as given from time to time by the chairperson/President;

4.2.5. Appoints pro-tem replacements on the Committee and Sub-Committees until the next AGM, which will elect the vacated positions. (Where possible, the person with the next highest vote received at previous AGM elections, shall be appointed);

4.2.6. Shall examine any proposal from members, Committees, or Commissions which are to be discussed at the AGM, and to submit such proposals, as they see fit, to the AGM, and on any other proposals they may deem desirable;

4.2.7. Shall make all the necessary appointments;

4.2.8. Shall promote a development program for the benefit of members requiring assistance in the training of coaches, officials, etc.

4.2.9. Shall be the interpreter of the Dublin Dodgeball Club Rules. All matters not provided for under the Dublin Dodgeball Club Rules shall be decided by the Committee.

4.3 The Secretary and Assistant Secretary:

4.3.1. Organise and are responsible for the office of the Dublin Dodgeball Club;

4.3.2. Shall take charge of correspondence;

4.3.3. Prepare the meetings of the Dublin Dodgeball Club, the AGM and Committee;

4.3.4. Keep the minutes of meetings of the AGM and the Committee, preserve and has custody of same;

4.3.5. Shall keep a complete record of members;

4.3.6. Take attendance at training;

4.3.7. Organise travel and accommodation arrangements for club competitions;

4.3.8. Maintain the virtual presence of the club on social media and through the club's website.

4.4 The Treasurer:

- 4.4.1. Is responsible for the development of the Dublin Dodgeball Club's financial affairs;
- 4.4.2. Invests the funds of the Dublin Dodgeball Club, having consulted various financial experts and informed the chairperson/President;
- 4.4.3. Collects the revenues and makes payments on behalf of the Dublin Dodgeball Club;
- 4.4.4. Submits a report to the AGM concerning the financial affairs of the Dublin Dodgeball Club;
- 4.4.5. Keeps separate accounts of the Committee and Sub-Committee expenses;
- 4.4.6. Signs, with the chairperson/President, marketing and sponsorship agreements;
- 4.4.7. Prepares the annual budget with the financial year end of 31st/Dec.

Chapter 5: Annual General Meeting (AGM)

- 5.1. The Annual General meeting of the Club shall be called in the following manner;
 - 5.1.1. The Committee shall decide upon a date, time and place for the meeting, allowing adequate time to meet the time limits set out here under.
 - 5.1.2. Once the date of the Annual General Meeting has been fixed, the Chairperson shall give at least twenty-eight days notice in writing to the members of such date, at the same time inviting nominations for election to the Committee for the following year and motions for consideration at the Annual General meeting, also specifying that such nominations and motions shall be received by them by a date not less than twenty one days prior to the date fixed for the meeting.
 - 5.1.3. The Secretary shall then, on or after the date specified for return to him of such Nominations and Motions, but so as to give the members ten days clear notice before the meeting, circulate to the members the following documentation:
 - 1. Copy of the Agenda for the meeting.
 - 2. Copy of the Annual Report.
 - 3. Copy of the Financial Statements.
 - 4. Details of the Nominations for election to the Committee.

5. Copies of any motions for consideration at the meeting.

5.2 Suggested Congress Agenda:

- (a) Roll-call of members;
- (b) Admission/Welcome of new members;
- (c) Minutes of the last Annual General Meeting;
- (d) Financial Report / Annual Budget;
- (e) chairperson/President's Report;
- (f) Resolutions from the Committee;
- (g) Reports from Sub-Committees;
- (h) Resolutions from members;
- (i) Elections;
- (j) Appeals;
- (k) Old Business;
- (l) New Business;
- (m) Adjournment.

5.3 In the absence of consent from the chairperson/President of the Committee, the agenda may not be extended to other items without the consent of at least two thirds (2/3) of the member present.

5.4 A quorum consists of one fifth (1/5) of the members. No business shall be transacted at any General Meeting unless a quorum of members is present at the time when the meeting proceeds to business. Save as herein otherwise provided, twenty per cent of Full Members eligible to vote shall be a quorum at a General Meeting.

5.5 The Committee:

5.5.1 Consists of chairperson, Honorary president, Secretaries (x2) and Treasurer. Committee Members are to be elected from members of the club and endorsed by the AGM.

- 5.5.2 Delegates the chairperson/President to handle routine business;
- 5.5.3 Carries out decisions made by Annual General Meeting'
- 5.5.4 Decides routine matters;
- 5.5.5 Decides matters referred to it by the AGM;
- 5.5.6 Submits resolutions to the AGM;
- 5.5.7 Supervises and gives guidance to the sub-committees;
- 5.5.8 Informs the AGM of its opinion concerning resolutions;
- 5.5.9 Supervises strict application of the constitution;
- 5.5.10 Charges the sub-committees to submit resolutions in their area of expertise;
- 5.5.11 Shall communicate at least 10 times a year, one of which will be before the AGM.
- 5.5.12 A Quorum consists of at least three (3) members of the Committee.

5.6 Election of Committee

- 5.6.1 The election of officers shall take place at the AGM for a one year term of office.
Every member of the club has a vote.
- 5.6.2. Every member of the club is entitled to run for a committee position provided they have been an active member of the club for at least 6 months. In this way they will have become familiar with the ethos of the club.
- 5.6.3 In order to run you for a committee position a candidate must be nominated by themselves and another club member. Submissions for positions must be received in writing (email acceptable) by club chairperson twenty one days before any AGM.
- 5.6.4. All candidates for the Committee may prepare their personal records and goals they want to achieve for the Dublin Dodgeball Club. The Dublin Dodgeball Club will forward this document to all members prior to the AGM.
- 5.6.5 Sub-committees, once formed, will have their members voted into office at the AGM for a one (1) year term.

5.6.6 It is the responsibility of the members of each of the sub-committees to support the efforts of the Dublin Dodgeball Club to develop dodgeball and its related sports, within the areas of responsibility assigned to them by the Committee.

5.6.7 As club founder **Stephen Fletcher** has a honorary lifetime position in the club and will be part of committee for as long as he deems fit. He has the deciding vote in tied matters. He is the Honorary President of the club.

Chapter 6: Oath of Office

6.1 The installation of officers shall be conducted by an officer or representative designated by the chairperson/President. The oath of office shall be:

"I solemnly promise on my word of honour, to advance the programmes and policies of the Dublin Dodgeball Club. I will faithfully discharge my duties as an officer. I will support By-Laws and Constitution and enforce it to the best of my ability. At the expiration of my term of office, I shall deliver to my successor all Dublin Dodgeball Club books, papers, money, and other Dublin Dodgeball Club property in my possession. This includes electronic property (passwords, files, emails etc.). I shall commit to always champion the 5 D's of Dodgeball: Dodge, Duck, Dip, Dive and Dodge, and to watch the Dodgeball: The Movie, starring Vince Vaughan and Ben Stiller at least once per calendar year."

Chapter 7: Resolutions

7.1 Resolutions to the AGM must be received by the Dublin Dodgeball Club Secretary General at least 30 days prior to the AGM.

7.2 Resolutions must be submitted in writing and be signed by the Chairperson of the member club or team concerned.

7.3 Changes to the By-Laws and Constitution are decided by the AGM.

7.4 Resolutions concerning changes to the Constitution must be accompanied by arguments for their justification.

7.5 Resolutions received by Dublin Dodgeball Club must be sent by the Dublin Dodgeball Club Secretariat to all members at least 25 days prior to the AGM.

7.6 Resolutions not included in the agenda, may only be introduced with the consent of 2/3 of the members present and entitled to vote.

7.7 Resolutions require a simple majority (50% + 1) of the votes at the AGM.

7.8 The Committee is responsible for reporting the fate of all resolutions to the AGM.

Chapter 8: Voting

8.1 Right to Vote:

8.1.1 Annual General Meeting: each member = one (1) vote;

8.1.2 Committee Meetings: each executive member = one (1) vote. Honorary president will cast deciding vote in the event of a deadlock.

8.1.3 Voice / No Vote: Those entitled to attend the AGM without the right to vote may express their opinion on any matter on the agenda, provided they are recognized by the chairperson/President: i.e. Provisional members, Honorary Members, members of Committee and Sub-Committee Members.

8.2 Voting Procedures:

8.2.1 A two-thirds (2/3) majority, of members in good standing, is required to pass resolutions concerning:

- (a) Changes to the By-Laws and the Constitution;
- (b) Sanctions against members;
- (c) Election of honorary members;
- (d) Changes to the agenda.

8.2.2 To determine the required majority, abstentions, blanks or spoilt ballots shall not be taken into consideration.

8.3 The dissolution of the Dublin Dodgeball Club requires a three-quarter (75%) majority vote in favour of such a resolution at two (2) successive meetings of the AGM. Any funds remaining with the organisation after a final accounting shall be remitted to the IDBA.

8.4 A simple majority is enough to carry all other resolutions.

8.5 The Dublin Dodgeball Club Honorary President, (or their appointed representative in the absence of the President) has the right to cast a deciding vote at the AGM or committee level in the case of a tie.

8.6 Voting is conducted at the AGM by;

- (a) Voice, or
- (b) voting card, or
- (c) secret ballot (if a simple majority of members decide it is necessary).

8.7 Postal / fax / text/ email votes may be organised whenever necessary within the Committee.

8.8 Election of committee positions will be conducted by secret ballot.

8.9 There shall be no proxy votes at meetings of the Dublin Dodgeball Club AGM or the Committee.

Chapter 9: Elections

9.1 The Chairperson and all Committee members are elected for a period of one year, beginning immediately on the day of election.

9.2 The elections will take place at the AGM.

9.3 A person may hold only one office in the Dublin Dodgeball Club.

9.4 The order of elections at the AGM is:

- 9.4.1 Chairperson
- 9.4.2 Secretary
- 9.4.3 Assistant Secretary
- 9.4.4 Treasurer
- 9.4.5 Other Committee Members (if deemed necessary)

9.5 All candidates for election must:

9.5.1. be recognized by Dublin Dodgeball Club in good standing;

9.5.2 be individuals at least 18 years of age, and have the power under law to enter into contract.

9.5.3 hand in their personal records and the goals they want to achieve for the Dublin Dodgeball Club. The records must be distributed to all members before the AGM.

9.5.4 be a recognised member of the club for at least 6 months.

9.6 If necessary, elections to fill vacancies will be conducted:

9.6.1 at the next AGM;

9.6.2 at an Extraordinary meeting of members which has been called when very important and urgent matters must be decided and if at least 66% of members in good standing request such a meeting.

9.7 The official election procedures are:

9.7.1 more than 50% of the votes cast is required to be elected;

9.7.2 if no candidate receives more than 50% of votes, the candidate with the lowest number of votes is eliminated.

9.7.3 consecutive ballots shall be organised until the election is decided.

9.7.4 if there is a tie, the Honorary President will cast the deciding vote, provided that person is not a candidate.

9.8 All other Parliamentary questions not contained in the Constitution shall be decided by Robert's Rules of Order, Newly Revised.

Chapter 10: Finance and money

10.1 The Committee under the direction of the Treasurer shall open a Bank Account or Accounts with an approved Bank on behalf of the Club, and all cheques drawn on the said account shall be signed by the Treasurer and countersigned by one of either the Chairperson or Secretary or such other person as the Executive Committee may from time to time determine and authorise.

10.2 The Committee shall cause proper Books of Account to be kept in respect of:-

10.2.1 all sums of money received and expended by the Club, and the matters in respect of which such receipts and expenditures take place;

10.2.3 all sales and purchases of goods by the Club;

10.2.4 the assets and liabilities of the Club,

10.3 All items of expenditure shall be presented to the Executive Committee for approval.

10.4 The Books of Account shall be kept at such place or places as the Executive Committee shall think fit, and shall at all reasonable times be open to the inspection of the members of the Executive Committee.

10.5 The Committee shall from time to time determine whether and to what extent and at what times and places, and under what conditions and regulations, the Accounts and Books of the Club, or any of them shall be open to the inspection of Full Members of the Club not being a Committee member, and no member (not being a Committee Member) shall have any right of inspection of any Account or Book or Document of the Club except as authorised by the Committee.

10.6 An independent suitably qualified Person or Persons may be appointed as Accountant(s) or as Auditor(s) (if an Audit is deemed appropriate by the Committee) to Report on the Financial Statements of the Club, for presentation at the Annual General Meeting.

10.7 The Books and Accounts of the Club shall be presented to such Accountant(s) or Auditor(s) by the Committee in sufficient time to enable the Report of such Accountant(s) or Auditor(s) to be available and considered at the Annual General Meeting of the Club.

10.8 The Financial Statements shall be approved by the Committee, and signed by two of three Officers – Chairperson, Secretaries or Treasurer – on behalf of the Committee.

10.9 The Executive Committee shall cause to be prepared and laid before the Annual General Meeting an Account of Income and Expenditure and a Balance Sheet made up to a date not more than one month before such meeting.

10.10 The Balance Sheet and Accounts of the Club shall be made available to the Revenue Commissioners, on request.

10.11 All Books of Account, including all documents, vouchers, statements and notes, as well as all minute books, notes of meetings, original and copy correspondence and all such documents are the property of the Club, and no person shall have any personal title to or interest in such documents to the exclusion of the Club.

Chapter 11: Income and property

11.1 No portion of the income and property of the Club shall be paid or transferred directly or indirectly by way of profit, dividend, bonus or otherwise howsoever to the members of the Club.

11.2 No committee member shall be appointed to any position within the Club paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the Club in respect of such position, provided however nothing shall prevent any payment in good faith by the Club of: -

11.2.1 Reasonable and proper remuneration to any member of the Club for any services rendered to the Club;

11.2.2 Reasonable and proper rent for premises rented by committee members;

11.2.3 Reasonable and proper out of pocket expenses incurred by any committee member in connection with their attendance to any matter affecting the Club.

Chapter 12: Honours and Awards

12.1 Honorary membership may be conferred upon a person who has rendered the Dublin Dodgeball Club important services.

12.1.1 Honorary membership will be decided by the AGM, recommendations being submitted by the Committee.

12.1.2 AGM may confer the title of Honorary President to a retiring chairperson of the Dublin Dodgeball Club.

12.1.3 Honorary Presidents and Honorary Members will be invited to attend the AGM.

Chapter 13: Official competitions

13.1 Official competitions of the Dublin Dodgeball Club include:

- (a) Internal league competitions
- (b) NIDBA Premier League
- (c) Irish National Championships

- (d) Provincial Championships
- (e) Ulster Open
- (f) UKDBA Open tournaments

13.2 All members in good standing will be invited to take part in Dublin Dodgeball Club competitions.

Chapter 14: Suspension of Members and Appeal Procedures

14.1 Any dispute, any controversy or claim arising under, out of, or relating to this constitution or any subsequent amendments of or in relation to this constitution, including but not limited to, its formation, validity and binding effect, interpretation, performance, breach or termination, as well as non-contractual claims, shall be submitted to mediation in accordance with the CAS Mediation.

14.1.1 The language to be used in the mediation shall be the recognised language of the Dublin Dodgeball Club.

Where a settlement of the dispute is not reached within 90 days of the commencement of the mediation, or if, before the expiration of the said period either party fails to participate in the mediation, the dispute shall, upon the filing of a request of Arbitration by either party, be referred to and finally settled by CAS arbitration pursuant to the Code of Sports related Arbitration. When the circumstances so require, the mediator may, at his own discretion or at the request of a party, seek an extension of the time limit from the CAS President.

14.2 A member in violation of the Dublin Dodgeball Club By-Law or Constitution and/or its policies will be penalized according to the gravity of the violation. A member loses all rights during the period of suspension, i.e., the right to submit resolutions, to take part in meetings and to enter competitors in Dublin Dodgeball Club competitions, and competitions organised by members, unless otherwise decided by the Committee.

14.3 A member in violation of the constitution and / or policies which continues to do so after having been previously warned or suspended, may be expelled from the Dublin Dodgeball Club.

14.4 Disputes between the Dublin Dodgeball Club and one or several of its members which are not settled by a decision of the Dublin Dodgeball Club, may be submitted for arbitration by either of the parties to the Court of Arbitration for Sport (CAS) (Lausanne), Switzerland, to the exclusion of any other domestic tribunal. Any decision taken by the

said court shall be without appeal or recourse to ordinary courts, and is binding on the parties concerned.

14.5 The Committee shall have the following powers:

14.5.1 to suspend members or to modify its membership to provisional status until the next meeting of the AGM;

14.5.2 to suspend members from national events, until the next meeting of AGM;

14.5.3 to caution or censure a member;

14.5.4 to reinstate a member who was previously suspended.

14.6 Before the Committee may use its power of suspension, the member must have been sent notice in writing of the alleged infringement, before the next Committee meeting, at which the member will be afforded a reasonable opportunity of being heard.

14.7 Unresolved disputes between a member and the Committee, howsoever arising, shall be submitted to the Court of Arbitration for Sport (CAS) for final and binding determination, to the exclusion of any other domestic tribunal.

14.8 All legal questions concerning Dublin Dodgeball Club contracts and other parties will be referred to the Court of Arbitration for Sport (CAS). All contracts signed by the Dublin Dodgeball Club must contain a provision to this effect.

Chapter 15: Official Language

15.1 English is the official language of the Dublin Dodgeball Club.

Chapter 16: Honorary Positions

16.1 Persons awarded Honorary Membership, with date of confirmation will be listed here:

Stephen Fletcher (23/2/2016)