

SSHC CONSTITUTION

1. NAME

- 1.1. The name of the club shall be the 'Swindon Skater Hockey Club'.

2. AIMS AND OBJECTIVES

- 2.1. The aim of Swindon skater Hockey Club is to develop each of its member's skills and abilities to their greatest potential, so to enable them to enjoy and participate in the sport of Skater Hockey.
- 2.2. The club will seek to enter teams in all age groups in recognised leagues, subject to there being sufficient members to make such a team viable.
- 2.3. The club will seek to encourage and foster the growth of skater hockey both locally and nationally.

3. MEMBERSHIP

- 3.1. Membership is open to all persons willing to support the club's objectives as laid down in section 2, irrespective of political belief, nationality, colour, religion, sexual orientation or age.
- 3.2. All players and club officials, if required to do so, must be registered members of any appropriate governing body.
- 3.3. An annual membership fee will be decided upon by the Annual General Meeting, which must be paid by all club members, unless specific exceptions have been approved by the Committee. The payment of the annual membership fee shall be due on the last day of the month in which the Annual General Meeting is held, unless the member has elected to pay by instalments, as approved by the Committee.
- 3.4. Outstanding instalments shall become immediately payable should a member decide to leave the club for whatever reason. The Committee may waive this requirement at their discretion.
- 3.5. Membership may be refused or rescinded at the discretion of the Committee. Returning players who either have outstanding debts or had a debt waived as per paragraph 3.4, will not be permitted membership until such time the debt is repaid in full.
- 3.6. Membership of an individual may be suspended until such time as a disciplinary hearing can be arranged, if, in the opinion of the Committee and a majority vote of its members, the conduct of any member is or may result in bringing the club, the game or its officials into disrepute and/or is detrimental to the objectives of the club.

4. MANAGEMENT COMMITTEE

- 4.1. The management of the club shall be conducted by a Management Committee comprising of the following officers who shall be elected by the members or their representatives at the Annual General Meeting.

EXECUTIVE OFFICERS

Chairperson
Vice Chairperson
Treasurer
Secretary

OTHER OFFICERS

Membership
General Member

Executive Officers will be appointed to serve for a two year term to maintain continuity on the Committee. The roles of Chairperson and Treasurer will be elected bi-annually, with the roles of Vice-Chairperson and Secretary elected bi-annually in alternate years.

Should any Officer resign, their position during the term, the elected replacement Officer will only be entitled to hold their new position for the unexpired remainder of the term.

A representative from each Team and a member of the Beginners management will be entitled to attend any Committee Meeting for discussions and suggestions. However, they will not be entitled to vote.

- 4.2. Decisions on all issues regarding team composition and numbers, and participation in all tournaments and friendly matches, will be made by the made by the managers and coaches group, taking into consideration the recommendations of the Management Committee. All decisions relating to the league membership shall be decided by the Management Committee.
- 4.3. The Committee may co-opt other members as and when the need arises, or for special duties on a temporary basis. Such an option shall be taken on the basis of a simple majority of those officers present at a meeting. These co-opted members shall have the same voting rights as other committee members unless otherwise specified when the co-option is made.
- 4.4. Sub-committees may be formed to assist with particular functions.
- 4.5. Decisions affecting the club shall be taken on the basis of a simple majority vote of those officers present at a meeting. In the event of a tie the issue shall be held over to a meeting of the full Committee. If it is still not possible to reach a majority decision then the issue will be resolved by the full membership at an EGM.
- 4.6. Committee members shall not take part in discussions or decisions affecting the club where there could be a conflict of interest with that committee member.
- 4.7. A quorum for a meeting shall consist of four Committee members, three of which must be executive officers.
- 4.8. The Committee shall meet at least once every three months.
- 4.9. Officers of the Committee failing to attend more than three consecutive meetings without reasonable cause may be replaced by the management Committee.
- 4.10. All Officers of the Committee must become fully paid up members of the BiSHA within one month of taking office.
- 4.11. Appropriate members of the Committee must become fully paid up members of the BiSHA within one month of taking office. The members selected will be at the discretion of the management committee

5. MANAGERS and COACHES

- 5.1. The managers and coaches shall be appointed or removed each year by the Management Committee.
The managers and coaches are accountable to the Management Committee.
The managers and coaches shall conduct their business via regular managers and coaches meetings and in accordance with their documented roles and responsibilities.

6. ANNUAL GENERAL MEETING

- 6.1. The Annual General Meeting will at the discretion of the Management Committee but will take place within 15 months of the previous AGM.
- 6.2. The Annual General Meeting shall be open to all fully paid up club members and parents of fully paid up club members who are under the age of 16.
- 6.3. All fully paid up club members over the age of 16 shall receive one vote. Parents of club members who are under 16 years of age shall be eligible to vote on their behalf, until they reach the age of 16. These votes may be exercised at the meeting by personal attendance only.
- 6.4. A fully paid up member is someone who has paid the Club annual subscription (if one applies)
- 6.5. Election/re-election of Officials will take place at the Annual General Meeting, nominations for elected positions must be submitted in writing to the Secretary 7 days prior to the AGM. All nominations must be proposed and seconded by paid up members of the club (or their parents if under 16). Should no nomination in writing be received for any position, then nominations from the floor at the AGM will be accepted.
- 6.6. Notification of an AGM shall be given to all members (or their parents if aged under 16) by the Secretary at least 28 days prior to the meeting.

- 6.7. Items for the Agenda must be submitted in writing to be received by the Secretary at least 14 days prior to the AGM.
 - 6.8. An Extraordinary General Meeting may be requested by the Club Committee or by two thirds of the fully paid up membership. To be submitted in writing to the Secretary.
 - 6.9. An EGM shall be notified and conducted in the same manner as an AGM
 - 6.10. Amendments to the Constitution shall require a two thirds majority of votes cast at a General meeting.
7. FINANCE AND ACCOUNT
- 7.1. The financial year shall run from 1st December to 30th November.
 - 7.2. The Treasurer shall be responsible for the preparation of the annual accounts of the club, which will be subject to examination by other members of the Committee.
 - 7.3. The Accounts shall be available to all members upon reasonable request.
 - 7.4. All cheques drawn against the club's bank account should be signed by at least two of the appointed signatories; following approval by the Treasurer. Signatories will be determined by the committee
 - 7.5. The club is a non-profit making organisation. The income of the club shall be used solely towards the objectives of the Club. No member shall receive any payment from the Club other than the reimbursement of reasonable expenses necessarily incurred in the furtherance of the club's objectives upon production of a receipt.
 - 7.6. No member of the Club or Management Committee shall cause the Club to enter into any financial or other commitment without consultation and the agreement of the Club Committee. This will include sponsorship agreements.
8. EXPULSION
- 8.1. The Management Committee shall have an agreed and documented disciplinary code, which will be available to all clubs members. This code describes the process by which all disciplinary issues are resolved. Contravention of the clubs disciplinary code may result in expulsion from the club.
9. RULES AND BYE-LAWS
- 9.1. The Committee shall have the power to publish and enforce such rules and bye-laws they deem necessary to govern the activities of the Club.
 - 9.2. The Committee's decision will be final
 - 9.3. If any question of procedure or interpretation of the rules of the Constitution, should arise at any meeting which is not provided for in this Constitution or in the published By-laws; then it shall be decided by the Executive Officers of the meeting at which the question arises.
10. DISSOLUTION
- 10.1. In the event of the dissolution of the club any assets will be distributed amongst the members of the club.