

Constitution of East Midlands Korfbal Association

Name

1. The name of the association shall be the EAST MIDLANDS KORFBALL ASSOCIATION (henceforth referred to as “the Association”)

Purpose

2. The purpose of the Association shall be to,

- a. administer, develop and regulate Korfbal in the East Midlands as a means of promoting physical fitness and well-being, fairplay, good sportsmanship, sporting expertise and positive social interaction.**
- b. organise and administer the East Midlands Korfbal League (E.M.K.L.);**
- c. organise such other additional functions that are considered to be for the furtherance and development of Korfbal in the East Midlands Area.**

Affiliations

3. The Association shall affiliate to the English Korfbal Association (E.K.A.).

Membership

4.1 Membership of the Association shall be open to all korfbal clubs in the East Midlands area playing in accordance with the rules of korfbal.

4.2 Membership is obtained on payment of the prescribed membership fee and acceptance by a properly constituted meeting of the Association’s Executive Committee or A.G.M.

4.3 Membership fees will be charged as set by the Annual General Meeting (A.G.M.) and reviewed annually. The A.G.M. will also set the prescribed date for receipt of membership fees. The Association may suspend from participation in its activities such members as have not paid their annual affiliation by the prescribed date.

4.4 Membership of the Association shall guarantee, except in circumstances outlined in this Constitution, in its competition rules or where specifically rescinded by the A.G.M.,

- a. entry into competitions organised by the Association on the payment of entrance fees;**
- b. voting representation at the Association’s A.G.M.**

Executive Committee

5.1 The Association shall be administered by the Executive Committee which shall consist of the Executive Officers of the Association.

5.2 The Executive Committee shall have the power to temporarily fill any vacancy that may occur until the following A.G.M.. The Chairperson may co-opt members to the Executive Committee for specific purposes, but this action must be confirmed by the following A.G.M.

5.3 Except where positions on the Executive Committee remain vacant after the A.G.M., no person may hold more than one Executive Committee position.

5.4 For the association to be valid the executive committee must consist of at least 5 members. These must include: Chairperson, Treasurer, Secretary, League Secretary and one other.

5.5 The Executive Committee shall meet at least six times each year. A minimum of 50% of the committee must be in attendance for votes and action points to be taken.

Executive Officers

6.1 The Executive Officers of the Association shall be elected annually at the Association's A.G.M. in the manner stipulated by this Constitution. Those officers are as follows.

6.2 Chairperson

The Chairperson of the Association shall,

- a. call and chair both the Association's A.G.M. and Executive Committee meetings;**
- b. guarantee the representation of the Association at relevant E.K.A. meetings;**
- c. co-ordinate the work of the Executive Committee.**

6.3 League Officer

The League Officer shall be responsible for the organization and administration of competition within the X K.A. region.

6.4. Secretary

The Secretary shall:

- a. take minutes at the A.G.M. and executive committee meetings;**
- b. keep records of correspondence with the Association;**
- c. notify all members of meetings;**
- d. maintain the contacts list of all member clubs and their officers;**
- e. be responsible for internal communication between the Association and its members.**

6.5 Treasurer

The Treasurer shall

- a. receive all monies paid to the Association;**
- b. dispense those expenditures approved by the Association's Executive Committee and A.G.M.;**
- c. record all individual and club memberships and affiliations;**
- d. organise the annual auditing of accounts to be presented at the A.G.M.;**
- e. ensures that the Association never goes into debt without the prior agreement of an A.G.M. or an E.G.M. of the Association**

6.6 Coaching Officer

The Coaching officer shall

- a. Raise the standard of coaching in the area;**
- b. Co-ordinate coaching resources for the area;**
- c. Develop strategies to increase the number of coaches in the area;**

6.7 Referees officer

The Referees officer shall

- a. Raise the standards of refereeing in the area;**
- b. Co-ordinate refereeing resources in the area;**
- c. Develop strategies to increase the number of referees in the area;**

6.8 Youth officer

The youth officer shall

- a. Develop youth korfbal in the area;**

6.9 Publicity and recruitment officer

The publicity and recruitment officer shall

- a. Co-ordinate recruitment for the area;
- b. Develop contacts with the media;

6.10 All Executive Officers shall provide reports to the A.G.M..

6.11 The associations committee must have a child protection officer. The holder of this position must not be involved in youth Korfbal. This position will be a non-executive post.

Election of Officers

7.1 The Executive Officers of the Association shall be elected at the Association's A.G.M. under the procedures for voting at the A.G.M. detailed in sections 7 & 8 of this Constitution.

7.2 No person under the age of 18 years may be elected an officer of the Association.

7.3 Nominations for Executive Officers, duly seconded and with the consent of the nominee, should be received by the Secretary of the Association seven days before the A.G.M.. If no nominations are received for a particular post, nominations shall be accepted at the A.G.M..

7.4 If only one person stands for a post at the A.G.M., members shall have the option to vote to re-open nominations.

7.5 Where only two persons are standing for the post, votes will be cast and the person obtaining the most votes will be elected. Where more than two persons stand for a post, votes are cast and the two persons who obtain the most votes will be considered the only two members standing in a further round of voting.

General Meetings

8.1 The Association shall be governed by the voting power of the General Meetings (both Annual and Extraordinary).

8.2 The quorum for General Meetings is 50% of all members entitled to cast a vote i.e. 50% of member clubs must be represented by at least one person.

8.3 All members that have paid membership for the year leading up to the A.G.M. shall be entitled to up to two votes. Each vote must be cast by an individual person; no single individual may cast more than one vote on any one resolution and no provision is made for voting by proxy. The names of persons representing a member club must be registered with the Secretary of the Association prior to the meeting.

8.4 Voting shall be by show of hands unless a secret ballot is demanded by more than 33% of voting members present.

8.5 In the event of voting being equal, the Chairperson shall have the casting vote.

Annual General Meeting

9.1 The A.G.M. shall be held after April 15 and before June 1 in any given year.

9.2 Fourteen days' notice of the time, date and location of the A.G.M shall be sent to nominated representatives of all full members and the E.K.A.

9.3 Any member unrepresented at the A.G.M. will be fined. The fine will be charged as set by the previous year's A.G.M. and reviewed annually.

9.4 The ordinary business of the A.G.M. shall be

- a. to approve the minutes of the previous A.G.M. and any subsequent E.G.M.;**
- b. to receive reports from all Executive Officers of the Association;**
- c. to receive a financial report from the treasurer including audited accounts;**
- d. to elect the Executive Officers of the Association;**
- e. to elect an honorary auditor;**
- f. to receive proposals for alterations and/or additions to the Constitution and competition rules, and to vote thereon (see section 14.2);**
- g. to set membership rates for the following year.**

9.5 Members wishing a subject to be discussed at the A.G.M. shall give notice of such business to the Secretary at least ten days prior to the A.G.M.. An agenda aggregating all such business shall be sent to all members and Executive Officers seven days before the meeting.

Extraordinary General Meeting

10.1 An Extraordinary General Meeting (E.G.M.) can be called by the Executive Committee or by a petition to the Chairperson signed by representatives of not fewer than 33% of member clubs. A petition must include description of the matters to be discussed at the meeting.

10.2 The E.G.M. shall take place within four weeks of any petition, and shall be organized by the Executive Committee. A minimum of fourteen day's written notice, including the meeting's agenda, shall be given to each full member.

Finance

11.1 The E.M.K.A. is a non-profit making organization.

11.2 The Association shall maintain a bank account named 'East Midland Korfbal Association'. The bank, branch and type of account shall be determined by the Executive Committee.

11.3 All monies of the Association shall be paid into the account.

11.4 All monies shall be used solely for the furtherance of the purposes of the Association as laid out in section 2.

11.5 As far as is practicable, all payments made by the Association shall be by cheque. All cheques shall be signed by two designated officers of the Association.

11.6 The Association is not allowed to go into debt unless prior agreement is obtained by an A.G.M. or E.G.M.

11.7 The Executive Committee may authorise the setting up of petty cash floats of not more than £50.

11.8 The financial year of the Association shall run from the 1st April until 31st March of the following year.

11.9 The Treasurer shall keep accurate records of all transactions and be responsible for overseeing the finances of the Association. The Treasurer will produce a set of accounts at the A.G.M. This will include monies received and monies paid (balance sheet).

11.10 The financial accounts shall be presented to the Honorary Auditor elected at the previous A.G.M. The Honorary Auditor shall be empowered to see all vouchers and receipts and receive satisfactory explanations to any questions.

11.11 The income and property of the Association howsoever derived shall be applied solely towards the promotion of the objects of the association, and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or other distribution by way of profit to the members of the association

Competitions

12.1 The Association will organise competitions for member clubs to participate in.

12.2 The rules of the Association's competitions shall be approved by the A.G.M. Competition rules may only be changed by an A.G.M. or E.G.M. called for that purpose.

Dissolution

13.1 The club may be dissolved by a resolution passed by at least two thirds of the club members present including all serving Committee Members and eligible to vote at an EGM convened for the purpose and in respect of which the Secretary has given at least 14 days notice in writing to all club members. Such resolution shall give instruction for the distribution of any property held by or in the name of the club provided that if any property remains after the satisfaction of all debts and liabilities, after such property shall not be distributed amongst the members of the club but shall be given or transferred to such charitable institutions having objects similar to some or all of the objects of the club and if insofar as effect cannot be given to this provision then to some other charitable purpose.

Amendments and Additions To This Constitution

14.1 Amendments and additions to this Constitution can only be made by an A.G.M., or an E.G.M. called for that purpose. All members must be given due notice of a proposed amendment or addition in the same manner as any business to be raised at a General Meeting (see sections 9.5 for an A.G.M. and 10.2 for an E.G.M.).

14.2 Any amendment or addition to this Constitution must be passed by a two-thirds majority of the members present and voting at the General Meeting.

AGM: Standing Items

- a. to register persons representing the member clubs (see section 8.3);
- b. to approve the acceptance of new full members (see 4.2);
- c. to approve the minutes of the previous A.G.M. and any subsequent E.G.Ms;
- d. to receive reports from all Executive Officers of the Association;
- e. to receive a financial report from the treasurer including audited accounts;
- f. to elect the Executive Officers of the Association (see 6 & 7);
- g. to elect an honorary auditor;
- h. to receive proposals for alterations and/or additions to the Constitution and the competition rules, and to vote thereon (see section 13.2);
- i. to set membership fees for the following year. (see 4.2 & 4.3)

The logo for emka, featuring a blue rectangle with the text ">emka" in white. The ">" is a stylized symbol, and "emka" is in a lowercase sans-serif font.

leading korfbal

Standard fee

Fee for new clubs

Date by which payable

Administrative fine for late payment of membership fee;

j. review of fine for failure to attend A.G.M. (see 9.3).