**GUERNSEY VOLLEYBALL ASSOCIATION CONSTITUTION 2023/2024**

1. **NAME -** The Association shall be known as the Guernsey Volleyball Association (the “Association”).

2. **OBJECTIVES** - The Objectives of the Association shall be to promote and encourage the game of volleyball in every way possible.

3. **RULES AND REGULATIONS** - The Rules and Regulations of the Association shall be those currently in force at the International Association, except where stated in the Guernsey Volleyball Association General local league rules.

4. **MEMBERSHIP** - Members of the Association shall be granted to all Clubs, Schools, Organisations and Individuals, resident within the Bailiwick of Guernsey.

5. **OFFICERS** - The Executive Committee of the Association shall be:

a)

Chairperson

Honorary General Secretary

Honorary League Fixtures and Registrations Secretary

Honorary Minutes Secretary

Honorary Treasurer

Honorary Junior Development Liaison Officer

Honorary Development Officer (2 year term)

Honorary Media Liaison Officer

Two Honorary Ordinary Members

In addition the Executive Committee shall appoint a non-voting:

Referee Liaison Officer

An Auditor

A Non-Voting Ordinary Member

b) The Executive Committee shall be elected at the Annual General Meeting

c) All Officers of the Executive Committee shall retire annually, except for the Development Officer who shall be re-elected bi-annually, but shall be eligible for re-election.

6. **COMMITTEE MEETINGS** - The Committee shall meet at least four times during the season and at other times when considered necessary.

7. **QUORUM AT COMMITTEE MEETINGS** - A meeting of the Committee shall not be held unless two thirds of the Executive Committee members are present.

8. **VOTING AT COMMITTEE MEETINGS** - Each member of the Executive Committee shall have one vote except the Chairperson, who shall have the casting vote. In the absence of the Chairperson, the casting vote shall fall to the Secretary. In the absence of the Secretary, the casting vote shall fall to the Treasurer.

9. **POWERS OF THE COMMITTEE** –

a) The Committee shall have the power to deal with and determine all questions relating to fixtures, qualification and eligibility of the players, interpretation of the laws of the game, the Rules of the Association, and any other disputes or complaints. With regard to disputes and appeals, those concerned shall have a hearing. All disputes and appeals shall be accompanied by a deposit of £10.00, which will be forfeited in the event of a dispute or appeal being unsuccessful. All disputes and appeals shall be lodged within 48 hours of the disputed action in writing, to the Secretary.

b) The Committee shall have the power to appoint any willing person to any vacant Committee position.

10. **DUTIES OF THE GENERAL SECRETARY** - The Secretary or his/her nominated deputy shall attend all the meetings of the Committee and Association. He/she shall prepare all documents, summon meetings when called upon to do so and be responsible for the general working of the Association. All communications shall be addressed to and dealt with by the Secretary.

11. **DUTIES OF THE MINUTES SECRETARY** - The Minutes Secretary shall keep all the minutes of all that is done in and for the Association.

12. **DUTIES OF THE REGISTRATIONS AND FIXTURES SECRETARY** - The Registrations andFixtures Secretary shall prepare all league and competition fixtures, circulate to all competing teams and generally supervise the smooth running of the leagues. Additionally, during the season the Registration Secretary shall ensure that all league fixtures are played in accordance with the registration rules.

13. **DUTIES OF THE TREASURER** - The Treasurer shall take charge of all the funds of the Association and keep a clear account of all receipts and expenses. He/she shall promptly render all accounts to debtors and a financial appraisal shall be presented at each meeting of the committee. He/she shall present a detailed statement of accounts and a balance sheet drawn up one calendar month prior to the Annual General Meeting.

14. **DUTIES OF THE JUNIOR DEVELOPMENT LIAISON OFFICER** -The Junior Development Officer shall be responsible for encouraging the Junior Development of the game.

15**. DUTIES OF THE DEVELOPMENT OFFICER** -The Development Officer shall be responsible for developing, implementing and evaluating volleyball development programmes.

16. **DUTIES OF THE ORDINARY MEMBER** - The Ordinary Member shall assist in all Committee

matters and in addition organise social fund raising events.

17. **GENERAL FUND** - The general fund of the Association shall be lodged at clearing banks or their subsidiaries of the Committees choosing and cheques shall be signed by the Treasurer and counter signed by either the Chairman or the General Secretary.

18. **GVA PLAYER FUND** – The individual registration fee was initially introduced to create a GVA player fund, forming a cash pool that teams could apply for if they are playing out of the Island. All money received in respect of ‘player registration’ is to be accounted for separately and the allocation will be decided at the discretion of the Committee.

19**. ANNUAL GENERAL MEETING** –

a) The Annual General Meeting shall be held on, or before, the 15th June of the scheduled season which it is terminating.

b) Voting at the Annual General Meeting to be open to the Committee, and all members registered

with the Guernsey Volleyball Association and non playing officials with the Chairman having a

casting vote only.

c) Fifteen voting members will form a quorum.

d) Notice of the Annual General Meeting shall be sent to all registered clubs/teams and officials at

least 1 month in advance.

e) A member may NOT use an absent members vote under any circumstances.

f) The Annual General Meeting shall have the power to alter the constitution, provided TWO THIRDS of those present vote in favour.

g) If there is less than 50% of the total team membership, there can be NO vote to alter the

Constitution.

h) A proposer and a seconder may only propose and second one candidate for each office.

i) Members of the Annual General Meeting may amend a proposal as long as it is acceptable to the original proposer.

20. **EXTRAORDINARY GENERAL MEETING** - may be so convened –

a) The request of the Committee.

b) On the receipt by the Secretary of a letter from any five affiliated teams/clubs stating precise

reasons for the request.

c) Voting powers shall be the same as at the Annual General Meeting.

21. **SELECTION COMMITTEE** - The Volleyball Committee shall select coaches for selecting the Island Representative Squads.

22. **ALTERATION TO RULES** - No alteration to rules shall be made except at an Annual General

meeting or an Extraordinary General Meeting. Any proposed alterations or additions to the rules

shall be sent in writing to the Association Secretary before the date advised by the Committee. The

Committee must circulate all proposals to all clubs prior to the AGM. Any matters, which are not provided for in the Rules, the decision of the Committee on such matters shall stand. The Committee may draw up and circulate additional rules during the season and such rules shall be brought before the Annual General Meeting for consideration.

23. **START / END OF SEASON** - The Annual General Meeting will officially close the indoor season. The new season starts at the end of the Annual General Meeting.