

GLOUCESTER CITY SUPPORTERS CLUB (1998) CONSTITUTION & RULES

- 1 Name
The name of the Club is Gloucester City Supporters Club (1998), referred to from this point on as 'the Club'.

- 2 Address
The address of the club is:
Gloucester City Supporters Club (1998)
c/o Gloucester City AFC (1980) Ltd.
Meadow Park
Sudmeadow Road
Hempstead
Gloucester

- 3 Objectives
 - 3.1 To safeguard the future and best interests of Gloucester City FC
 - 3.2 To protect the interests of Club members and represent their views to the directors of Gloucester City FC and the wider community.
 - 3.3 To actively encourage, promote and develop support for Gloucester City FC
 - 3.4 To directly support Gloucester City FC through the raising of funds.
 - 3.5 Through good conduct, provision of financial aid, dialogue and acquisition of shares in Gloucester City AFC (1980) Ltd. to increase members influence on the future of Gloucester City FC.
 - 3.6 To be democratic, open and transparent in the running of the club so as to appeal to all Gloucester City FC supporters and encourage their active involvement in the Club.

- 4 Affiliations
 - 4.1 The Club will be affiliated to at least one of either the Football Supporters Association or the National Federation of Supporters Clubs.
 - 4.2 The Club will seek good communication and foster positive relations with similar organisations at other football clubs and with appropriate national supporters' organisations.

- 5 Membership
 - 5.1 Membership of the Club shall be open to all supporters of Gloucester City FC. The period of membership shall be seasonal - August to July.
 - 5.2 Membership subscription rates shall be determined by the Committee and shall be published prior to the commencement of each season, together with details of enrolment. Membership fees should be set so as to be affordable to a large number of fans.
 - 5.3 An official membership card shall be issued to each fully paid member of the Club entitling them to all benefits of membership.

- 6 Rights of Members
 - 6.1 Members of the club will have sole speaking and voting rights at General Meetings.
 - 6.2 Only members of the club shall be entitled to hold executive office on the committee.

6.3 Members will enjoy preferential discounted rates on services or products offered by the Club as determined by the committee.

7 Committee & Officers of the Club

A committee who will be elected annually at the AGM will carry out the management and control of the Club. The Committee will consists of the following:

7.1 Chairman

a) Shall be responsible for the actions of the Club and shall co-ordinate the activity of the Club's committee.

b) Will chair meetings of the committee, the AGM and any other General Meetings called.

c) Shall act as spokesperson and representative for the members in dealings with Gloucester City FC, the media or other organisations.

7.2 Vice-Chairman

a) Shall act as deputy to the chairman in their absence.

7.3 Secretary

a) Shall be responsible for the Club's correspondence.

b) Shall record the activities and decisions of the Club, including minuting all meetings.

c) Shall be responsible for advising members of the dates and times of the meetings.

d) Shall ensure copies of the constitution are available to members and be responsible for its interpretation when necessary.

7.4 Treasurer

a) Shall maintain the club's bank account and all financial records.

b) Shall be responsible for the stewardship of all financial transactions agreed by the Club for the benefit of Gloucester City FC

c) Shall be responsible for preparing and organising the auditing of accounts for presentation to the members at the AGM.

d) Shall be responsible for the collection of membership fees and updating of membership records.

7.5 Committee Members

A minimum of four and maximum of eight others drawn from the Club's membership.

7.6 Co-opted members or additional officers.

The committee will have the power at its discretion to elect additional co-opted members who will serve for a period not exceeding twelve months to end at the next AGM. The committee will also have the discretion to elect additional officers such as a membership secretary, social secretary or publicity officer. Any person co-opted on to the committee must be a member of the club.

7.7 At the discretion of the committee Gloucester City FC shall be invited to have two directors observe and speak at Committee meetings.

8 Meetings

8.1 The executive committee will conduct all of the Club's normal business.

Committee meetings shall be held monthly during the season and shall be attended by all elected members. Dates of the next meeting will be agreed at the conclusion of each meeting. Failure to attend five meetings will see that person's place on the committee terminated. Meetings will be inquorate if

- attended by fewer than five members of the committee. All decisions will be agreed by majority vote of the committee.
- 8.2 The Annual General Meeting will be held once per annum, where possible at the beginning of the season with the exact date to be decided by the executive committee. At least 21 days notice of the AGM must be given by means of mailing the members and placing notices in appropriate places. Mailing to include a copy of the previous AGM minutes. All proposed constitutional amendments or items to be raised under any other business should be put in writing to the secretary not less than 14 days prior to the AGM. Meetings shall be declared inquorate if fewer than 10% of the current membership are present. All members should be given a copy of relevant materials before the meeting starts, and should include a complete report of the year's workings and an audited statement of the clubs accounts. The agenda and standing orders of the AGM shall be as Rule 14.
- 8.3 An Extraordinary General Meeting shall be called at any time at the discretion of a majority of the executive committee, or by written request to the secretary signed by 15% of the membership. The EGM must then be called within 21 days of receipt of the request. All EGM rules will be as set out in 8.2 above.
- 9 Election of the Committee
- 9.1 Committee members will be elected for a period not to exceed twelve months and will be elected at AGM.
- 9.2 Notification of elections will be the same as for the AGM.
- 9.3 Candidates must be members of the Club and be nominated and seconded by ordinary members. Nominations will close 24 hours before the AGM.
- 9.4 If requested by any candidate hustings will be held at the AGM.
- 9.5 Voting at the AGM will be by show of hands of paid members of the club. At the discretion of the committee, or by written request of 15% of membership, a secret ballot may be arranged with at least 24 hours notice from time of receipt to the AGM.
- 9.6 Any positions remaining or falling vacant during the year may be filled by the Committee co-opting ordinary members. Only members elected onto the Committee at AGM may assume one of the officer positions in the Club.
- 9.7 The Secretary will act as returning officer unless they themselves are a candidate, or have nominated or seconded a candidate. If the secretary is unable to act as returning officer the Committee will elect one of its number or another chosen member uninvolved in the election to act as returning officer. The returning officer will rule on procedure where the rules are silent.
- 10 Accounts
- 10.1 The treasurer shall keep detailed and accurate accounts and these shall be made available for inspection to all members on application with reasonable notice.
- 10.2 Gloucester City FC will not be held liable or responsible for any debts or liabilities that the Club incurs.
- 10.3 The Club will be run on a strictly not for profit basis with all funds raised after costs expended on providing itemised assistance to Gloucester City FC.
- 10.4 The funds of the Club should be deposited within a designated bank account appointed by the committee. Any withdrawal of funds must be signed and

approved by any two of the following: Chairman, Vice-Chairman, Secretary and Treasurer.

10.5 The accounts of the Club should be made up to the 31st May in each year and shall be audited annually by two auditors who shall not be members of the committee and one of who shall not be a member of the club.

10.6 In the event of the Club being wound-up or closed by the membership at AGM or EGM any moneys remaining after payments of debts or liabilities shall be dispersed at the discretion of the committee.

11 Minutes

11.1 The secretary shall keep a minute book of Club meetings that shall be available for inspection to all members on application with reasonable notice.

11.2 The minute book shall include:

Names of all committee members and officers of the Club, together with a register of attendance at committee meetings.

An inventory of all property and assets that may be in the Club's possession.

Minutes of all committee meetings, AGMs and EGMs etc.

12 Conduct of Members

12.1 The committee of the Club shall have the power to refuse or revoke membership in the event of conduct by any supporter being prejudicial to the good name of the Club.

12.2 The Club will endeavour to see that all members adhere to the rules of Gloucester City FC and those set out by any organisation to which the Club is affiliated under 4.1.

12.3 Any member with the support of a seconder may call motions of 'no confidence' against any member of the Club's committee at an AGM or EGM. The vote of no confidence shall then be voted on by the members present at that meeting. If carried the committee member or officer will be dismissed and a replacement elected at the meeting as set out in Rule 9.

13 Constitution

13.1 All members shall have a right to a copy of this constitution.

13.2 A two-thirds majority of those present shall be required to pass any amendments to this constitution and can only be made at an AGM or EGM. (see Rule 8.2)

14 Standing Orders

The order of business shall be read to the meeting by the Secretary at the start of the meeting and shall be as follows:

Opening of Meeting

Apologies

Approval of previous AGM Minutes

Matters arising

Present Chairman's Report

Present secretary's Report

Present Treasurer's Report and Adoption of Accounts

Constitutional Amendments

Election of Chairman

Election of other Officers and Committee Members

Any Other Business

Adopted by AGM - 27th February 2001
Amended by AGM – 17th August 2003