



Constitution of South Dublin Panthers **American Football Club**

Version 2.0

1. General Terms

- 1.1. This is the Constitution of the constituted members club known as by South Dublin Panthers American Football Club (hereinafter referred to as the Club).
- 1.2. The Club is shall affiliated to and be bound by the rules and byelaws of the Irish American Football Association (IAFA).
- 1.3. This Constitution as ratified by the Club Membership at its Annual General Meeting October 1st 2014 replaces any and all previous constitutions of the Club.
- 1.4. This Constitution will be made available upon request, to all members of the Club.

2. Objectives

- 2.1. To provide a club for all those interested in American Football and offer an opportunity to become involved and play at a high level in Ireland.
- 2.2. To assist and promote the growth and development of all levels of Kitted American Football and Flag American Football within the Island of Ireland.
- 2.3. The Club is committed to encouraging the highest ethical standards. All individuals involved in the Club should conduct themselves with integrity, transparency, accountability, and in a fair and equitable manner.

3. Rules & Regulations

- 3.1. The Club shall have the status of an affiliated member Club of the Irish American Football Association (IAFA) and shall be bound by the Association's rules and byelaws.
- 3.2. The Club shall entertain applications for membership from any persons agreeing to be bound by the Club rules and Byelaws.
- 3.3. The Club shall abide by The Irish Sports Council's (ISC) Child Protection Policies and Procedures, Codes of Ethics, and Equal Opportunities and Anti-Discrimination Policy.
- 3.4. Disciplinary Procedure as stated in the Byelaws shall be enforced for breaches of the Club Rules, Code of Conduct or Byelaws.



- 3.5. All Coaches must have at least a level 1 coaching certificate according to IAFA rules. They shall also be bound by the Constitution and Bylaws of the Coaching Association (IAFCA).

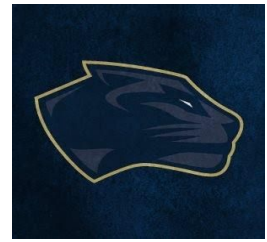
4. Membership

- 4.1. The Club Membership shall consist of the following categories:
 - 4.1.1. Full Kitted American Football
 - 4.1.2. Flag American Football
- 4.2. The Board of Management may add additional membership categories as deemed necessary in the best interest of the Club
- 4.3. Members in each category shall pay membership fees as fixed at each Annual General Meeting. The Club, as agreed at a General Meeting may also require members to contribute to the funds of the Club by way of a special levy.
- 4.4. Full members shall be defined as having been a member of the Club for a probationary period of at least 6 consecutive months, and having paid all their membership fees in full.
- 4.5. All members joining the Club shall be deemed to accept the terms of the Club rules and any bye-laws from time to time as adopted by the Club. They will also be required to conduct themselves in accordance with the Club's code of conduct and the byelaws as to discipline set out therein.
- 4.6. Membership is open to all, and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of age, race, occupation, marital or family status, sexual orientation or religious or political beliefs.
- 4.7. The Club Board of Management shall keep a Membership Register. In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- 4.8. All players and coaches must register with the IAFA.
- 4.9. All Club members will receive a copy of the relevant Code of Conduct, Club Rules, Byelaws and the ISC Child Protection Policy etc.
- 4.10. ¹Membership Fees: New IAFA Player €100, Current/returning Player €150. Non-Playing Member (with vote) €75. Basic Member (no vote) €30

5. Suspension, Refusal or Termination of Membership

- 5.1. The Board of Management shall be entitled to:
 - 5.1.1. Refuse any application for membership on the grounds that such

¹ AGM 2016 Amendment to create fee structure approved by membership. A Basic member has no vote but can join the board. A New IAFA Player is a member who has never played in Ireland before. A Current/Returning Player is a player who played in any previous year before joining the Club, either for the Club or another IAFA affiliate club.



membership would be prejudicial to the objectives of the Club as set out in Section 2 of the Club Constitution.

- 5.1.2. For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership, provided that the member concerned shall have the right to be heard by the full Board of Management before a final decision is made.
- 5.2. Any member who fails to pay their fees by the date required can be required to forfeit their right to representation on the Board of Management and at General Meetings, and may be suspended from taking part in any event under the control of the Club until such fees are paid.
- 5.3. Any member under suspension shall be barred from taking part in any match or event under the control of the Club.
- 5.4. The Board of Management shall inform the member in writing of any decision to terminate their membership.
- 5.5. Notification of the termination of a membership will be forwarded to the League.

6. Management

- 6.1. The Club shall be managed by a Board of Management comprised of:
 - Chairperson
Responsible for ensuring that the Board of Management functions efficiently including but not limited to; ensuring that the board meets as required, that there is adequate and sufficient communication between Board members, that there is full participation during meetings and that all matters relevant to the running and well-being of the Club are discussed at meetings and that effective decisions are made and carried out.
 - General Manager
Overall responsibility for the day-to-day running and management of the Club. Working with various Board members to ensure execution of their responsibilities, to organise and maintain club funding and sponsorship, to liaise with the IAFA and to act as a representative of the Club at meetings and events.
 - Treasurer
Responsible for all aspects of financial management of the Club, working closely with other members of the Board to safeguard the Clubs' finances.
 - General Secretary
Responsible for all administration relating to the Club including preparation of agenda for general meetings and Board meetings, recording, documenting and communicating meeting minutes and working closely with the other Board members to ensure that the register of members and their emergency contact information is kept accurate and up-to-date.
 - Director of Football



Responsible for working with the Club coaches and members on equipment requirements and requisitioning any new items required through the board of management. Also responsible for all 'Gameday' activities including but not limited to: ensuring pitch-marking for 'home' games is completed, securing equipment for 'home' games such as chains, cones etc., organising ambulances and referees for 'home' games and organising transport for 'away' games

- ²Event/Fundraising Manager
Responsible for fundraising events and organising all the particulars around club associated events
- Communications Officer
Responsible for all public communication on behalf of the Club including but not limited to communication via social media including 'Gameday Posts' on Facebook, Twitter etc.
- Players Representative
Responsible for managing communication between Board of Management and players, ensuring that the concerns and opinions of the players are brought to the board of management, to mediate and resolve disputes of/between players, acting as a point of contact and support for players, particularly looking after new or 'Rookie' members and ensuring 'buy-in' from players on directives or initiatives put in place by the Board.

****Due to the board becoming an even-numbered membership (8), in the event of split vote scenarios, the Chairman will have the tiebreaking vote***

- ³Director Of Officiating (non-voting board member)
Responsible for maintaining the standards of club officiating, liaising with IAFA officiating body to co-ordinate Club Members to train and participate in officiating of IAFA games in accordance with league bye-laws
- ⁴Director of Flag (non-voting board member)
Responsible for managing the club's Flag Football team
- ⁵Director of Youth Football (non-voting board member)
Responsible for managing the club's Youth Football team

² AGM 2016 amendment to split Public Relations Officer role into 2; Comms Officer and Events Manager

³ AGM 2016 amendment to add Director Of Officiating role as external committee member without voting power

⁴ AGM 2017 amendment to add Director Of Flag role as external committee member without voting power

⁵ AGM 2017 amendment to add Director Of Youth Football role as external committee member without voting power



- 6.2. To be eligible to hold a position on the Board of Management, Club Members or affiliate members must have fully paid fees for that membership year, within which they are considered a first year member
- 6.3. A first year member may not apply for the role of Chairman, Treasurer or General Manager
- 6.4. ⁶No more than 2 first year members may occupy the board at the one time
- 6.5. The Club Membership will elect all members of the Board of Management by majority vote conducted in confidential election.
- 6.6. Board members shall hold office from the date of appointment until the next Annual General Meeting.
- 6.7. In the event that the Chairperson, Secretary or Treasurer or any signatory to the Club accounts leaves before the end of their elected term, the remaining Board members will call an EGM to elect a replacement Board member, as provisioned in section 7 of the Club Constitution. If any other Board member leaves before the end of their elected term, the Board may appoint a replacement until the next AGM of the Club.
- 6.8. The Board of Management is responsible for all aspects of running of the Club and in doing so, as the need arises, has the authority to make decisions on behalf of the Club Membership, as long as those decisions do not contradict the Club Constitution.
- 6.9. The Head Coach shall be elected by the Board of Management for a term of two years at a time and the Head Coach shall appoint all other Coaches in liaison with the Board of Management.
- 6.10. The quorum for the transaction of business of the Board shall be a minimum of 5 members attending in person, by phone/internet or by proxy including at least one of the signatories of the Club accounts.
- 6.11. Decisions of the Board shall be made by a simple majority by a confidential vote of those attending the Board meeting, with the Club Chairperson having the deciding vote in the event of a tied vote.
- 6.12. Meetings of the Board shall be chaired by the Chairperson or in their absence, the General Manager or another Board member where relevant.
- 6.13. Decisions of the Board at meetings shall be made by a majority vote and entered into the Minute Book of the Club to be maintained by the Club Secretary.
- 6.14. Any member of the Board may call a meeting of the Board of Management by giving not less than 7 days' notice to all members of the Board. The Board shall hold not less than three meetings a year.
- 6.15. ⁷Elected term of board is set from January to January, with 2017 residing board (voted in October 2017) to sit until January 2019 to facilitate this transition period. Future AGMs to be take place in January.

⁶ AGM 2017 amendment to remove first year player restriction on becoming board members under certain conditions [6.2]-[6.4]

⁷ AGM 2017 amendment to change term of board



7. General Meetings

- 7.1. The Board of Management shall call an Annual General Meeting (AGM) of the Club Membership each year, to communicate to the Club Membership the activities of the Board and Club Membership in the preceding year. As stated in [6.13], AGMs will be held in January of each year.
- 7.2. Where the Board of Management is calling an AGM, the Club Membership will be given no less than 21 days' notice of the meeting.
- 7.3. In exceptional circumstances, where the Board of Management needs the input or approval of the Club Membership in order to fulfil its duties it can call an Extraordinary General Meeting (EGM) of the Club Membership.
- 7.4. Where the Board of Management feels there is the need to call an EGM, the Club Membership will be given no less than 7 days' notice of the meeting.
- 7.5. The quorum for a General Meeting of the Club Membership shall be a minimum of 51% of its members
- 7.6. All ballots of the Club Membership shall be confidential and passed by majority vote
- 7.7. Any club member unable to attend a general meeting in person, by phone/internet or by proxy may submit a vote on club business by confidential communication to one of the 7 elected Board Members

8. Provision for Dissolution

- 8.1. In the event that this constituted members club ceases its activities or loses its membership, it will go through a formal dissolution process in accordance with IAFA byelaws.
- 8.2. The dissolution process will include but is not limited to, the payment of any liabilities and the collection of any dues.
- 8.3. After the satisfaction of all its debts and liabilities, any property whatsoever of the Club remaining shall not be paid to or distributed among the members of the body. Instead, such property shall be given or transferred to the IAFA.
- 8.4. This dissolution process will be concluded at a meeting called specifically for that purpose which can be attended by the Club Membership and representatives from the IAFA.

9. Monitoring

- 9.1. This Constitution shall be examined and monitored at regular intervals in line with changes in statute law, IAFA policies & bylaws and other developments as relevant.
- 9.2. All comments and suggestions from club members on this policy are welcomed.
- 9.3. Any revisions or modifications deemed necessary will be put to a vote by the Club



Membership at an Annual General Meeting as provided for in section 7 of the Club Constitution.