



## **Stockholm Netball Club Constitution**

Organisation number: 802449-9546

First Issue: 2009-12-09 Annual General Meeting

Current Issue: 2019-12-14 Annual General Meeting

### **ARTICLE 1: The Association**

#### *Paragraph 1*

As of the 9<sup>th</sup> of December 2009, the Association's name is the Stockholm Netball Club.

#### *Paragraph 2*

The Association's domicile is the Stockholm area, including the suburbs, and with its headquarters to be situated in Stockholm, Sweden. All legal matters concerning the Association's operations will be dealt with under Swedish law.

#### *Paragraph 3*

The Association's objective is to promote and consolidate netball within its domain according to "Idrottsrörelsens verksamhetsidé", Chapter 1 in the constitution of Riksidrottsförbundet. The objective is to be achieved under positive and democratic forms.

#### *Paragraph 4*

The Association must respect and follow the IFNA's Regulations as administered and controlled by the International Federation of Netball Associations.

### **ARTICLE 2: The Club & Members**

#### *Paragraph 1*

Any person meeting the requirements of the Association can apply and be accepted as a member.

#### *Paragraph 2*

Persons involved in the Association's official sporting activities are required to be members of the Association.

#### *Paragraph 3*

Honorary members can be appointed on the recommendation of the committee. Life honorary members can be appointed at a general meeting by a majority vote. All honorary members are exempt from paying membership fees and have all the rights of a full member.

## **ARTICLE 3: Membership**

### *Paragraph 1*

Application for membership by young players under the legal age limit must be approved by a parent or guardian.

### *Paragraph 2*

The Association's membership fee is to be paid by the scheduled season or yearly and is due within one month of announcement of the fee requirement by the committee.

### *Paragraph 3*

If a member has not paid their membership fee within the month, they will be sent a reminder and be given 1 month to pay the late fee. If the fee is still not paid one month after the reminder the member will be excluded from member events until the fee is paid.

### *Paragraph 4*

A member that has worked against the activities or objectives of the club, or willfully hurt the club, can be excluded from the Association. All members should adhere to the SNC code of conduct. In the event the code is breached members will receive a warning. On the third warning a member may be asked to leave the club.

### *Paragraph 5*

If a member has been expelled due to arrears of membership fee, a renewed membership cannot be accepted until the arrears have been paid.

### *Paragraph 6*

If a resigning member would like a refund of overpaid membership fees they must submit their resignation of membership in writing to the treasurer with one month's notice of leaving the club.

### *Paragraph 7*

With a majority vote of 3/4, the committee of 4 members can decide to expel a member. The member can demand the question of expulsion be tried at the next general meeting after the expulsion. In case the expulsion is to be tried at a general meeting, the member must be given written notice at least eight days before the meeting. The member is entitled to be present at the meeting in order to present his defence. Matters of expulsion must be entered as a separate item on the agenda.

### *Paragraph 8*

Non-playing members of the committee are exempt from paying the membership fee and have the rights of full members.

## **ARTICLE 4: Committee**

### *Paragraph 1*

The daily management of the Association is in the hands of the committee (refer footnote). The committee represents the Association in all situations and according to the duly adopted policies and rules. The committee forms a quorum when at least three members of the committee including the president or vice-president are present. In case of a tied vote, all members of subcommittees will be invited to vote. If, after this vote, the vote is still tied, then the president (or vice-president) has the casting vote.

The Executive committee is composed of:

- a President, also firmatecknare (signatory of accounts)
- a Vice President
- a Treasurer, also firmatecknare
- a Secretary
- a third firmatecknare (optional)

all of whom are elected at the Annual General Meeting.

The committee for the period December 14th 2019 - June 30th 2020 was elected at the Annual General Meeting as follows:

- President - Helen Johnson (firmatecknare)
- Vice President - Charlotte Downing
- Treasurer - Sarah Kimpton (firmatecknare)
- Secretary - Mubeen Arshid
- Katrin Arpi Smith (firmatecknare)

#### *Paragraph 2*

Members of the Executive may not hold another official position within the Association's sub-committee structure.

#### *Paragraph 3*

The committee has, in the event of the retirement of a committee member, the right to elect a replacement. All members must be given written notice of the vacancy and have the right to apply for the position in writing.

#### *Paragraph 4*

All communications within the committee will be required and responded to in writing with copies to all involved parties.

### **ARTICLE 5: Finances**

#### *Paragraph 1*

The Association's finances are to be operated and administered by the Committee. There can be a maximum of three (3) firmatecknars (signatory of accounts) as appointed at a general meeting. The firmatecknars will have access to the Club's bank account. The incoming President and Treasurer will be appointed firmatecknare roles. One firmatecknare is required to approve financial decisions, transactions or agreements below 1000 Swedish Kronors. All transactions above 1000 Swedish kronor must be directly approved and minuted by the committee.

#### *Paragraph 2*

The Association's year of activity and financial year shall be from July 1 until June 30. The Treasurer must submit to the committee a profit and loss account and a balance sheet as at May 30 before July 1. The profit and loss account must be presented at the annual general meeting for approval. An extract of the account shall be sent to all members at the same time as the notice of the annual general meeting.

#### *Paragraph 3*

The Association shall not be liable for debts incurred by a committee member or Association

member, and no committee member or Association member shall be held personally liable for debts of the Association.

## **ARTICLE 6: General Meeting**

### *Paragraph 1*

The general meeting is, subject to the restrictions of this constitution, the highest authority in all Association affairs. A quorum will exist by those voting members present, unless the Association has received written protests from 1/3 or more of all voting members. The protests must state "The annual general meeting is inappropriately scheduled" and be received by the committee no less than 14 days before the meeting. A motion at a general meeting is carried if more than 1/2 of cast votes are in favour of the motion.

### *Paragraph 2*

All members which have been a full member of the Association for the previous two months or more and are not in arrears with their membership fee, are eligible to vote. The voting right can be conducted by personal attendance or in the case of being absent by absentee voting. Absentee votes must be received in writing by the committee no later than the day before the general meeting. Proxy votes will not be accepted.

### *Paragraph 3*

An annual general meeting is to be held each year before the end of June with at least 28 days' written notice to all eligible members. Additional items to be included in the agenda must be received in writing by the committee no later than 21 days before the general meeting. All documents for voting (last year AGM minutes, constitutional changes, executive committee candidates, list of eligible voting members) need to be sent to the members 14 days before the meeting. The agenda should be sent to all voting members no later than 14 days before the general meeting and include the following items:

1. Election of chairman of the general meeting
2. Election of secretary of the general meeting
3. Approval of last AGM's minutes.
4. Call for last minute proposals/motions (to be discussed at end)
5. Presentation of the yearly report
6. Presentation of the audited accounts
7. Election of the President
8. Election of the Vice President
9. Election of the Treasurer
10. Election of the Secretary
11. Election of Firmatecknares
12. Plan for the next year is presented - focus points and plans of the board for the next year as well as the plans of the committees.
13. Consideration of proposals and motions

#### *Paragraph 4*

Nominations for Executive positions will be open from 35 to 15 days before the AGM and Acceptances will be called for between 28 and 15 days before the AGM. All nominations/acceptances must be received in writing by a committee elected representative. Nominees for voting will be announced 14 days before the AGM. If a nomination is not accepted the nominating member may resubmit their nomination but no later than 15 days before the AGM.

#### *Paragraph 5*

The committee will recommend a club member who is not within the club committee structure to be approved by the attending members as Chairman to control the annual general meeting. A secretary for the meeting will also be recommended by the committee and may be a member of the outgoing committee.

#### *Paragraph 6*

An extraordinary general meeting can be called by the committee and must be called if demanded in writing by at least 1/2 of the voting members. In case of the latter, the extraordinary general meeting must be held at the latest one month after the committee has received the demand. The calling of an extraordinary general meeting follows the procedures of an annual general meeting, excepting that written notice must be given at least 14 days beforehand.

#### *Paragraph 7*

Any member can submit proposed changes to the constitution in writing if it is supported by at least 5 other people. All proposals must then be made available to all members two weeks before the AGM. The proposal is passed if 5/6 of the votes cast at a general meeting are in favour. If such a majority is obtained at a general meeting that does not form a quorum, the committee must within 14 days and with written notice to members, call a new general meeting. If 3/4 of the votes cast at this general meeting are in favour of the motion, the motion is carried regardless of the number present.

### **ARTICLE 7: Dissolving the Association**

#### *Paragraph 1*

Matters involving dissolution of the Association must be entered as separate agenda items at an annual or extraordinary general meeting.

#### *Paragraph 2*

The Association can only be dissolved at a general meeting if 2/3 of the voting members are present. Of these, 5/6 must be in favour in order for the motion to be carried. If a quorum is not achieved, the committee must within 14 days and normal notice, call another general meeting. If 3/4 of the votes cast at this general meeting are in favour of the motion, the motion is carried regardless of the number present. The general meeting shall decide how the assets of the Association are to be allocated.

**Footnote:** "The committee" refers in all cases to the Association's executive committee. All other committees are referred to by their own title (e.g. "subcommittee").

Signed by 2020 President

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Helen Johnson