

**The Constitution of The**  
**Kent Exiles American Football Club.**

**1. Title**

The group shall be known as the 'Kent Exiles American Football Club'.

**2. Administration**

Subject to the matters set out below, the group and its property shall be administered and managed in accordance with its constitution, by the Management Board constituted by clause 4 of this constitution.

**3. Objects**

The main purposes of the Kent Exiles American Football Club are to provide facilities for and to promote participation in the amateur sport of American Football. Therefore, the group's objectives are to:

- a) Act as the central support unit for all members of the club and liaise with American Football activities nationally.
- b) Make provision and distribute good working practices to all members.
- c) Create an environment, which allows adults and children with an interest in American Football to reach the highest possible standards.
- d) Provide opportunities to develop social, personal and inter-personal skills.
- e) Ensure that the highest standards of discipline are maintained during member's activities particularly in relation to interpersonal, communication and teamwork skills.

**4. Powers**

In furtherance of the group's objects, but not otherwise, the board may exercise the following powers to:

- a) Negotiate and enter contractual agreements necessary for the furtherance of the objects.
- b) Raise funds and to invite and receive contributions.
- c) Buy, take on lease or exchange property necessary for the achievement of the objects and to maintain and equip the premises for use.
- d) Sell, lease, and dispose of all or any part of the property of the group, subject to any consent required by law.
- e) Employ staff and/or volunteers as are necessary for the proper pursuit of the objects and to make reasonable and necessary provision for the payment of pensions, superannuation and expenses for the team and their dependants.
- f) Co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives or for similar (charitable) purposes.
- g) To allocate all such property owned or held in trust by the group for the benefit of the participants via an organisation with similar objects, if the group should be wound up, cease trading or cease to exist.
- h) Affect any policy of insurance that the Board shall deem necessary.
- i) Apply for charitable status.
- j) Change the name of the group, if any new name shall embody the objects of this constitution.
- k) Do all such lawful things necessary for the achievement of the objects.

## **5. Officers and Management Board**

- a) The Management Board shall consist of 6 individuals drawn from the membership having an interest in the furtherance of the objects of the group.
- b) The Management Board will consist of a Chairman, Secretary, Treasurer, Volunteer co-ordinator, Director of Coaching and Player Representative.
- c) The Board shall comprise the candidates nominated for each post who received the most votes.
- d) Appointment to the Management Board shall be by an ordinary resolution. Membership is open to adults over the age of 18 years, who are players, officials, coaches or parents and/or carers of those under the age of 18 years who are benefiting from the objects of the group, and volunteers.
- e) The clubs Head Coaches cannot be appointed to the Management Board to avoid any conflict of interests
- f) Every member of the Board shall have one vote.
- g) Membership of the Board may be terminated by an ordinary resolution of the Board, if the member has had the opportunity to make representations to the Board, accompanied by an advocate of their choosing, before a final decision is made.
- h) The Management Board shall have the power to invite such people to the Board meetings as necessary to assist in the continued development of the Kent Exiles American Football Club.
- i) The term of office of the Board shall be for 3 years from the date of election, but not less than 2 (nor more than 3) Board members shall retire at the Annual General Meeting of the club in each year.
- j) In the case of the Board members retiring in subsequent years, they shall comprise those Board Members who secured the least number of votes in the Board elections in the previous year.
- k) The Board shall from time to time, and in any event prior to the issue of the Notice of the Annual General Meeting in each subsequent year determine the Number of Board Members so retiring.
- l) The Board will undertake to ensure that all offices will be re-elected on a rolling basis, and at least every three years.

## **6. Determination of the membership of the Board**

A member of the board shall cease to hold office if s/he:

- a) Is disqualified from acting as a member of a Management Board by section 72 of the Charities Act 1993, or any statutory re-enactment or modification of the provision.
- b) Becomes incapable because of mental disorder, illness or injury of managing and administering his/her own affairs.
- c) Is absent without good reason or without the permission of the board from 3 consecutive meetings and the Board carries an ordinary resolution that the position is vacated.
- d) Notifies the committee of a wish to resign.
- e) Behaves in such a manner as to bring The Kent Exiles American Football Club into disrepute or compromises the objects in anyway.

## **7. Meetings and proceedings of the Board**

- a) The committee shall hold at least 8 ordinary meetings per year.
- b) Any three members of the board, giving not less than 14 days notice to the other board members of matters to be discussed, may call an extraordinary board meeting.
- c) In the event of the Chairman not being present, the Board may appoint a member to act as Chairman for the duration of the meeting.
- d) A quorum shall exist if at least 4 members are present.
- e) All ordinary resolutions shall be determined by the majority vote of those present with voting rights.
- f) Minutes shall be kept of all meetings and be available for inspection by any board member not present.
- g) The Board may resolve to alter this constitution, by a special resolution, but no alterations may be made which are inconsistent with the objects of The Kent Exiles American Football Club.
- h) A special resolution will require a unanimous vote from those in attendance at an extraordinary meeting.

## **8. Receipts and Expenditure**

- a) All funds raised by or on behalf of The Kent Exiles American Football club shall be paid into a current Bank Account operated by the board in the name of 'Kent Exiles American Football Club'.
- b) All funds of The Kent Exiles American football Club shall be used only for the furtherance of the objects.
- c) Surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

## **9. Accounts**

The Board shall comply with their obligations under the charities Act 1993 (or any statutory modification of that act) regarding:

- a) The keeping of accounting records
- b) The preparation of an annual statement of accounts

## **10. Annual General Meeting**

- a) There shall be an AGM, which will be held in the month of October or as soon as practicable thereafter.
- b) At least 30 days' notice will be given in writing to each member.
- c) The Annual Report and Annual Accounts shall be presented.
- d) Nominations for the Officers posts shall be heard and balloted where necessary.

## **11. Extraordinary General Meetings**

An extraordinary general meeting may be called at any time by petition of one tenth of the current membership, giving notice in writing to the Chairman. 21 days notice of the meeting must be given to the full membership with all resolutions to be tabled. Such meetings will be quorate with at least one tenth of the membership plus a quorate board present.

## **12. Membership**

Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

## **13. Dissolution**

The Kent Exiles American Football Club may be dissolved at any time by a special resolution. In this event the property, funds and assets of the group shall not be distributed amongst the membership. All assets shall be transferred to groups, clubs or organisations having similar objects to The Kent Exiles American Football Club, or reclaimed by the grant awarding bodies.

## **14. Adoption**

This constitution was adopted by the members of the Kent Exiles American Football Club in January 1991, and last revised in March 2017.

Signed: David Pester, Club Chairman

Signed: Martin Jefkins, Club Treasurer