



Old Albanian RFC

Club Constitution

This version of the Old Albanian RFC Constitution was ratified at the club's AGM, held: **July 2022**

Old Albanian RFC Constitution

The Constitution

This document is designed to outline the core guiding principles and rules around the running and management of the club.

Changes to the Constitution

1. Notice of proposed alterations or additions to the Rules can be given by any member, in writing, to the Secretary at least 21 days before the AGM.
2. Eligible Members will vote on any proposed changes at the AGM and carried via a majority.

Club Identity

3. The Club shall be called the “Old Albanian Rugby Football Club”, also known as; OAs, Old Albanians, OA Rugby and Old Albanian RFC.
4. There are three sections of the club, each with their own Management Teams. Each section will manage their own bank and management accounts. These accounts will then be consolidated and presented by the Honorary Treasurer at the AGM. These sections are:
 - a. Senior Men, which includes all adult Men’s teams.
 - b. The Saints, which includes all adult Female sides within the club.
 - c. Mini’s & Juniors, which will be made up of all youth sides between Under 5s and Under 18s.
 - i. Under 5s to Under 12s will form the Minis.
 - ii. Under 12s to Under 18s will be the Juniors.
5. The Club shall be affiliated to the Rugby Football Union and shall play under the laws of the same. The Saints shall be affiliated to the RFUW and shall play under the laws of the same.
6. The colours shall be those of the Old Albanian Club and are currently maroon, navy and gold.

Club Meetings

7. The Club will hold an Annual General Meeting (AGM) each year at the end of the season. The key purpose will be:
 - a. Elect the officers for the following season.
 - b. Confirm the Club’s objectives, mission and values
 - c. Approve Membership Subscriptions.
 - d. Discuss and vote on any eligible motion.
 - e. Club Accounts, if available, may be presented

8. The Secretary must give 14 days' notice in writing of every AGM or EGM to all members. The notice should include the agenda and any relevant accompanying materials.
9. Only fully paid-up adult members of the club may vote at the AGM. Parents within the Minis & Juniors section do not have full voting rights, unless they are also members of the adult section. Likewise, senior club members do not have voting rights at the Minis & Juniors Meetings, without also being a Mini & Junior Parent.
10. An Extraordinary General Meeting (EGM) shall be held whenever the Executive Committee members think it expedient or whenever a written requisition signed by 12 members is given to the Secretary. Such EGM shall be equivalent to an AGM.

Club Management

11. The Management of the Club shall be entrusted to the Old Albanian RFC Executive Committee, which will be elected annually, at the AGM. It will consist of:

President	Club Chair
Vice Chairman	Honorary Secretary
Honorary Treasurer	
12. Certain key positions will be appointed by the Executive Committee under the direction of the Chairman and may be invited to be part of the Committee.
13. Other sections of the club (e.g. Minis / Juniors) will elect their own committees. The Chairs of those committees may be invited to represent their section on the Executive Committee.
14. Should an elected member need to be replaced during the season, this may be done by the Executive Committee by a majority vote, with the exception of Club Chair or President who must be elected via an EGM or AGM.
15. Following the election of the Executive Committee at the AGM, it will be the responsibility of each committee member to assemble and appoint fellow members to their teams to assist them in their duties.
16. The Old Albanian RFC Executive Committee shall appoint a member to be its representative on the committee of The Old Albanian Club.
17. The Commercial Committee will be responsible for the generation of revenue by the club. This will include Sponsorship, Membership and any other fund raising or activities in support of this, such as Marketing. It will be chaired by the Commercial Secretary who will report to the Executive Committee.

Team/Squad Management

18. An Old Albanian RFC Playing Committee will oversee playing matters for the club. The Chairperson is the Director of Rugby, who will report back to the Executive Committee on all matters arising.
19. The first team Captain will be appointed by the Director of Rugby and 1st XV Head Coach and be ratified by the Executive Committee prior to the first league match of the season.

20. Team Captains/Managers (excluding 1st XV), will be appointed by the Playing Committee.

Club Membership

21. Membership shall be open to all, and will fall into four categories:
 - a. Vice Presidents
 - b. Players
 - c. Club Member
 - d. Mini & Junior Parent
22. In exceptional circumstances the Commercial Committee may recommend adjustments to the subscription rates which the Executive Committee will be empowered to adjust.

Extraordinary Circumstances

23. In the event of it becoming necessary for the members to discontinue the activities of the club and to dissolve the club, any assets of the club shall be applied to such approved sporting and charitable purposes as the executive committee considers and proposes to be appropriate and reasonable and any resolutions which they may make pursuant to the provisions of this rule shall require a majority of at least 75% of the votes cast.
24. In exceptional circumstances, with the approval of the majority of the committee, the committee have full discretionary powers to act as they may think fit.

Conduct & Discipline

25. Any person connected with the club, whether players, members, supporters or officers of the club should represent themselves and the club in accordance with the Club's Code of Conduct whenever and wherever they are representing or supporting the club. Any person who is found to be in breach of the Code of Conduct could be subject to disciplinary action by the club.
26. Any member who is found in breach of the Club's Code of Conduct may have disciplinary action brought against them. The process is detailed in the Code of Conduct and should be overseen by the Chairperson of the relevant section of the club, or Chair, Vice-Chair of the Executive Committee or the Discipline Secretary.