

PINK LADIES HOCKEY CLUB CONSTITUTION (the “Constitution”)

1. Name

1.1. The name of the organisation shall be Pink Ladies Hockey (the “**Club**”).

2. Objectives

2.1. The objectives of the Club are to:

- 2.1.1. Encourage participation in the sport of hockey through the provision of training and playing facilities;
- 2.1.2. Provide an open environment for LGBTQ+ members of the Club and provide all services of the Club in a way that is fair to all members of the Club;
- 2.1.3. Organise and participate in appropriate competitions for the purpose of establishing competitive play for the Club’s representative teams;
- 2.1.4. Promote and facilitate the highest standards of technical competence and safety in hockey including upholding the rules of hockey; and
- 2.1.5. Promote the sport of hockey.

3. Membership

3.1. The Club shall consist of members (the “**Club Members**”) who shall:

- 3.1.1. Be registered with the Secretary, such register to be reviewed on an annual basis;
- 3.1.2. Be at least 18 years of age;
- 3.1.3. Comply with the terms of the Constitution and all other rules and regulations of the Club;
- 3.1.4. Comply with the terms of the Equity Policy Statement set out at Appendix 1 of the Constitution; and
- 3.1.5. Pay such membership fees as may be charged each year to cover pitch rental, coaching costs, insurances and any other miscellaneous costs properly incurred by the Club.

4. Management Committee

4.1. The Club will be managed by the following officers (the “**Management Committee**”):

- 4.1.1. Club Captain;
- 4.1.2. Vice Captain;
- 4.1.3. Secretary;
- 4.1.4. Treasurer;
- 4.1.5. Social Secretary;
- 4.1.6. Liaison Gal Pal;
- 4.1.7. Events Secretary; and
- 4.1.8. Trip Co-ordinator.

4.2. The Management Committee will be responsible for managing the affairs of the Club. This may include, but is not limited to:

- 4.2.1. Adopting new policies and codes of practice or rules affecting the organisation of the Club;
- 4.2.2. Proposing any changes to the Constitution;

- 4.2.3. Establishing any sub-committees it deems necessary for the effective running of the Club; and
- 4.2.4. Dealing with any disciplinary matters that arise in relation to Club Members who infringe the Constitution or other rules and regulations of the Club.
- 4.3. The Management Committee shall be comprised of Club Members who:
 - 4.3.1. Are Club Members of not least than one year's standing; and
 - 4.3.2. Are elected to be members of the Management Committee.
- 4.4. Club Members may be elected to become members of the Management Committee in the following ways:
 - 4.4.1. They may be nominated and seconded in writing, by way of email to the Club email account, by two Club Members of at least one year's standing no later than 48 hours prior to the relevant AGM; or
 - 4.4.2. If prior to the relevant AGM, insufficient nominations have been received for election to the Management Committee, may be nominated for election by any member of the newly elected Management Committee and seconded by any Club Member in attendance at the AGM; or
 - 4.4.3. Should a vacancy arise following an AGM, may be appointed by the Management Committee until the next AGM providing that the number of such appointments shall not exceed one third of the total number of persons serving on the Management Committee at that time.

5. Annual General Meeting

- 5.1. The AGM, of which 21 days' notice shall be given, shall be held each year at such time and place as determined by the Management Committee (for the avoidance of doubt this includes online or virtually), at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM.
- 5.2. The AGM shall be chaired by the Club Captain, or, in their absence, the Vice-Captain or Secretary. In the event of all of those mentioned being absent, an AGM may be chaired by a nominee from the Management Committee.
- 5.3. The business of the AGM shall be to:
 - 5.3.1. Receive and confirm the minutes of the previous AGM;
 - 5.3.2. Receive and confirm the Club's financial accounts for the year;
 - 5.3.3. Present the Club's projected financial situation for the forthcoming year;
 - 5.3.4. Present the Club Captain's report;
 - 5.3.5. Elect officers to the Management Committee; and
 - 5.3.6. Consider any other matters brought before the meeting, which have been submitted in writing to the Secretary not less than seven days prior to the AGM and any other business deemed relevant by the Management Committee.
- 5.4. The Secretary shall send out an agenda to all Club Members no later than 24 hours in advance of the AGM setting out details of the AGM and the details of any nominations to the Management Committee (the "**Agenda**").
- 5.5. Any Club Member may propose that a matter be discussed at an AGM by submitting it in writing to the Secretary no later than 3 days in advance of the AGM and that matter will then be included in the Agenda.
- 5.6. Each Club Member in attendance at the AGM shall have one vote on any matter to be voted on at the AGM.
- 5.7. The quorum of an AGM shall be 10 Club Members.
- 5.8. Save as otherwise stated in the Constitution, all votes at AGMs shall be determined by a simple majority of the Club Members present at the AGM.

6. Extraordinary General Meetings (“EGM”)

- 6.1. An EGM shall be convened by the Secretary in the following circumstances:
 - 6.1.1. If directed by the Management Committee; or
 - 6.1.2. Upon being requested in writing to the Secretary by not less than 10 Club Members.
- 6.2. Any such direction or request must set out the purpose(s) of the EGM.
- 6.3. The Secretary shall convene an EGM within 30 days of receipt of the direction from the Management Committee or the request of Club Members.
- 6.4. Notice of an EGM shall be sent to all Club Members not less than 10 days before the proposed date of the EGM, which notice shall set out the time, date, venue and purpose(s) of the EGM.
- 6.5. Only business described in the notice convening the EGM shall be transacted at the EGM.
- 6.6. Each Club Member in attendance at the EGM shall have one vote on any matter to be voted on at the EGM.
- 6.7. The quorum of an EGM shall be 15 Club Members.
- 6.8. Save as otherwise stated in the Constitution, all votes at an EGM shall require a majority of not less than two thirds of the Club Members present at the EGM in order to pass.

7. Meetings of the Management Committee (“Management Meetings”)

- 7.1. Management Meetings shall be chaired by the Secretary, or, in their absence, the Club Captain or Vice-Captain. In the event of all of those mentioned being absent a Management Meeting may be chaired by a nominee from the Management Committee;
- 7.2. 14 days’ notice of a Management Meeting shall be given by the Secretary unless the date of the meeting as been agreed at a previous Management Meeting in which case 7 days’ notice shall be given or in the case of an emergency in which circumstances the Club Captain may call a meeting at 4 days’ notice;
- 7.3. Each member of the Management Committee shall have one vote at Management Meetings;
- 7.4. The quorum of Management Meetings shall be four;
- 7.5. All votes at Management Meetings shall be determined by a simple majority of the members of the Management Committee present at the meeting. In the event of a tied voice, the Club Captain may exercise a casting vote.

8. Finance

- 8.1. The income and property of the Club, however derived, shall be applied solely towards the Objectives of the Club as set out in Rule 2 of the Constitution.
- 8.2. The Club may raise money by means of membership fees, sponsorship and match fees as determined by the Management Committee and adopted by the incoming committee each year.
- 8.3. The Club’s financial year shall run from February.
- 8.4. All Club monies shall be lodged into accounts in the Club’s name in such financial institutions as the Management Committee decides.
- 8.5. The Captain, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the Club, of which two signatories shall be needed.
- 8.6. The accounts of the Club for the relevant year shall be prepared and certified by the Management Committee in advance of being submitted to the AGM.

9. Code of Conduct

9.1. To ensure that the Club can achieve its objectives, its members have adopted the Code of Conduct contained in Appendix 2.

9.2. Members acknowledge that breaches of the Code of Conduct may result in action being taken against an individual, up to and including the termination of Club Membership. Potential action short of termination of Club Membership includes requesting an individual not to participate in Club related activities including but not limited to training, match play, tournaments, social events and removal from club communications.

9.3. Nothing in this Constitution shall be taken to limit the rights of members to report activity to external parties (e.g. An Garda Síochána), regardless of whether the Club does/does not take any action. Members acknowledge that adherence to the Code of Conduct is a shared responsibility on all members and that the mere presence of a Code of Conduct and these procedures is not intended to impose any greater obligation on the Club than would otherwise exist as a matter of law.

9.4. Where possible, breaches of the Code of the Conduct should be addressed informally. Many matters can be resolved by a conversation between the relevant parties.

9.5. Members may request support in having informal conversations. Such requests should be directed through the Secretary (or, if the complaint involves the Secretary, the Club Captain) in the first instance to ensure that the appropriate person to provide such support can be identified. It will not always be appropriate for Club support to be provide, but all requests will be considered.

9.6. It is expected that an attempt should be made in all cases to assess whether it is possible to resolve a matter informally by discussing the matter with a member of the Management Committee. This does not mean that an informal resolution will always be the appropriate course of action.

9.7. In some cases, it is not possible to resolve matters informally, or the matter is too serious to be resolved informally. In such cases, a complaint should be submitted in writing to the Secretary (or, if the complaint involves the Secretary, the Club Captain).

9.8. If a formal complaint is made against a person who is not a Club Member, it shall be considered by the Management Committee (or a sub group of the Management Committee, where appropriate).

9.9. If a formal complaint is made against a Club Member, the following procedures shall apply:

a. The recipient of the written complaint shall make arrangements for two members of the Management Committee to consider the matter (the "Complaint Sub-Committee"). One of those members shall be the Secretary or the Club Captain or the Vice-Captain, save where any of these persons are unavailable or conflicted in the matter.

b. The Complaint Sub-Committee shall investigate the matter.

- c. The Complaint Sub-Committee shall determine the appropriate action to be taken (if any) against the Club Member. A written decision shall issue and the Club Member shall have seven days to appeal that decision.
- d. The Management Committee shall consider any appeal. Any such consideration shall be a full re-hearing of the matter.
- e. The members of the Complaint Sub-Committee may be interviewed for the purpose of the Management Committee understanding the reasons for their decision but shall not be decision makers in any Appeal.
- f. All investigations/hearings will be conducted with due regard to the principles of fair procedures. In particular, the person or person(s) against whom the complaint is made will have a right to be heard.

9.10. While all complaints concerning breaches of the Code of Conduct will be dealt with in as sensitive and confidential a manner as reasonably possible, it may not be possible to maintain confidentiality in all circumstances, e.g. where it is necessary to effectively investigate the matter, where the safety of club members is at risk.

10. Dissolution of the Club

- 10.1. A resolution to resolve the Club may be passed at any AGM or EGM provided that:
 - 10.1.1. The terms of the proposed resolution are received by the Secretary at least 42 days before the meeting at which the resolution is to be brought forward; and then
 - 10.1.2. At least 28 days notice of the proposed resolution shall be given in writing by the Secretary to all Club Members; and that
 - 10.1.3. Such a resolution shall receive the assent of two thirds of Club Members present at the relevant AGM or EGM.

11. Notices

- 11.1. Notices required to be given in writing shall be deemed to have been validly given if sent by email to the recipient at the most recent email address which the Secretary has for that person.

12. Amendments to the Constitution

- 12.1. The Constitution may only be amended by a proposal passed by a majority of Club Members present at an Annual or Extraordinary General Meeting.

Appendix 1

Equity Policy Statement

The Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Irish Hockey Association definition of sports equity:

“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure that it becomes equally accessible to everyone in society.”

The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The Club is committed to everyone having the right to enjoy hockey in an environment free from threat of intimidation, harassment and abuse.

All Club Members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.

Appendix 2

Code of Conduct

Introduction

The success of the Club and that of its members depends largely on the members themselves, and so the Club looks to its members to play their part as the Club shall also play theirs.

The Club intends to provide equal opportunities for all its members and is committed to the principle of equity regardless of gender, sexual orientation, religion, disability, race, nationality, membership of the traveler community or further minorities. The Club will apply rules and guidelines that are fair, equitable and consistent with the needs of its players and the needs of the Club.

The Club will not condone any type of discriminatory act or attitude in the conduct of the Club or its members and members may be asked to leave the Club based on acts of bullying, harassment or inappropriate behavior as outlined in the Code of Conduct.

Code of Conduct for Players, Members, Committee & Supporters

Pink Ladies Hockey Club aims to provide the best possible environment for all people involved with the Club and its activities. All members deserve to be given enjoyable, safe sporting and socializing opportunities, free of abuse of any kind. Members have rights, which must be respected, and responsibilities that they must accept. All members should be encouraged to realize that they have responsibilities to treat other members of the club and community with fairness and respect.

Members are entitled to:

- Be safe and feel safe
- Be listened to and feel listened to
- Be believed and feel believed
- Have fun and enjoy the game of hockey and socializing around the Club
- Have a voice in relation to their activities within Pink Ladies HC
- Be treated with dignity, sensitivity and respect
- Participate on an equitable and fair manner, irrespective of ability, sexual orientation, gender, religion, nationality, social class etc.
- Experience competition at a level at which they feel comfortable with
- Make complaints to the committee and have complaints addressed
- Receive support against antisocial behavior
- Say No
- Protect their own bodies
- Confidentiality

Members should always:

- Treat coaches, committee members, umpires, fellow players and opponents with respect

- Look out for themselves and the welfare of others
- Respect the spirit of fair play in hockey. In addition to playing within the rules, this also incorporates the concepts of friendship, respect for others and always participating with the right spirit
- Be gracious in defeat
- Abide by the rules set down by the committee when representing the Club at public events
- Behave in a manner that avoids bringing The Club in any way into disrepute

Members should never:

- Use violence or physical contact that is not allowed within the rules of the game
- Shout or argue with officials, teammates or opponents on or off pitch
- Harm team members, opponents or their property
- Bully or use antisocial tactics to isolate another player or gain advantage (neither on/off the pitch, at events or in the Club WhatsApp group)
- Take banned substances or overuse alcohol in a way that could harm themselves or others
- Share personal information of other players without their consent
- Discriminate against other players on the basis of gender, sexual orientation, disability, race, nationality, or level of hockey skills etc.