



Bracknell Ice Hockey Club

CONSTITUTION

1. Name

The name of the organisation shall be the Bracknell Ice Hockey Club, BIHC: Teams affiliated to the BIHC consist of the following:

Hornets, (ENL); Drones, (Under 18); Stingers, (Under 16); Hummers, (Under 14); Bumblebees, (Under 12); Buzzers, (Under 10); and Pee Wee Bees (U8) plus Development & Improver squads (Swarm and Wannabees).

2. Objectives

- 2.1 To organize, promote, develop and foster the growth of ice hockey at Bracknell.
- 2.2 To seek and obtain finance to further the above objective.
- 2.3 To implement policy, guidelines and rules that supports the above objectives.
- 2.4 To direct and support the coaches and managers to achieve these aims to finalise the complete incorporation of the above teams into the BIHC.

3. Membership

There shall be two types of membership:

- a. Players, who have reached their eighteenth birthday, plus all team managers and coaches, who are registered through Bracknell with the appropriate governing body, plus the elected officers, shall be classed as full members.
- b. One parent, or guardian, for each player who has not attained the age of 18, shall be eligible for 'proxy' membership with the same voting rights as full members.

4. Management

An Executive Committee whose membership shall be the BIHC's Officers together with a co-opted representative of the Bracknell Bee's Supporters Club shall conduct the affairs of the BIHC. A Management Committee consisting of a representative of each team and the Head Coach shall assist the Executive Committee in conducting the affairs of the BIHC but will have no voting rights in meetings.

- 4.1 The officers of the BIHC shall consist of Honorary President, Chairman, two Vice-chairman, Secretary, Treasurer and Liaison Officer. The Honorary president may be appointed by the committee or by a vote of the members at the Annual General Meeting for a period of time up to and including life. All other officers of the club shall be elected annually by a vote of the members at the Annual General Meeting. Officers, except for the Secretary, may not stand for re-election for their existing roles more than twice unless no other candidate has come forward.
- 4.2 As and when necessary the Executive Committee shall appoint the Head Coach for a period not greater than 3 years. The Executive Committee also have the power to co-opt persons, up to a maximum of 3, to serve until the next AGM.
- 4.3 It shall be the prerogative of the Executive Committee to decide whether co-opted members shall be allowed to vote, to hold office or to act in a purely advisory capacity.
- 4.4 All decisions of the Executive Committee shall be put to a vote and decided by a simple majority – the Chairman shall hold a casting vote in the event of a tie.
- 4.5 A quorum of the Executive Committee shall be no less than 5 members, two of which must be elected officers and two of which must be Team representatives.
- 4.6 The Executive Committee shall have the power to create and maintain a set of standing orders for the conduct of their business.
- 4.7 The Executive Committee shall be ultimately responsible for the appointment of the clubs coaching staff. This responsibility may be delegated in part or full to the Head Coach or to an appropriate subcommittee through the creation of a standing order.

5. Officer's responsibilities

- 5.1 The Chairman shall chair all meetings of the Executive and shall act as Chairman for the Annual General Meeting except during the election of the new Chairman.
- 5.2 One of the Vice-chairman will act as Chairman of the BIHC in the Chairman's absence and shall also be responsible for specific projects as agreed by the Executive.
- 5.3 The secretary will handle all communications for the BIHC and shall be responsible for the distribution of it to the Executive. The secretary shall also be responsible for the taking and issuing of minutes for all meetings of the BIHC.
- 5.4 The Treasurer shall be responsible for all financial matters of the BIHC and will sign all cheques jointly with either of the other officers.
- 5.5 The Liaison Officer shall be responsible for all communications between the BIHC and the various league secretaries regarding fixture commitments. The Liaison officer will also handle all communications between the Complex and the BIHC with regard to ice allocation.

- 5.6 The Head Coach shall be responsible for: The planning and execution of the clubs coaching programme subject to the approval of the Executive Committee: Liaison and communication between the BHIC Executive and the appointed coaches: the implementation of the clubs policies and standing orders where they relate to matters relevant to coaching and discipline.

6. General meetings

- 6.1 Annual General Meeting. The BIHC shall hold an Annual General Meeting during June of each year.
- 6.2 Extraordinary General Meeting. An extraordinary General Meeting shall be called either by a majority decision of the Executive Committee or by the receipt of a motion signed by at least 50 members.

Full and Honorary Members shall be entitled to one vote each per item, at General Meetings.

6.3 Notices.

- 6.3.1. At least 21 days notice of a General Meeting shall be given to voting members.
- 6.3.2. All proposed amendments to the Constitution must be seconded and received, by the Secretary at least 21 days before the General Meeting.
- 6.3.3. Agenda items must also be received by the Secretary, in writing at least 21 days prior to the AGM/EGM.
- 6.3.4. Copies of the Agenda shall be circulated via Team Managers, together with notice of any proposed amendments to the Constitution at least 14 days before the date of the AGM/EGM. The agenda will also be posted within the Bracknell Complex.
- 6.3.5. Quorum. A quorum for a General Meeting shall be not less than a total of 20 members including 6 members of the Executive.
- 6.3.6. Voting. All Constitutional amendments plus any resolutions at General Meetings shall require a simple majority of votes cast by those attending the meeting. Each member shall only have one vote at the AGM except for proxy votes which they will be entitled to one vote for each proxy vote received. In the event of a tie, the Chairman of the meeting shall have the casting vote.

7. Finance

- 7.1 The financial year shall be 1st June to 31st May.
- 7.2 The Treasurer shall be responsible for the preparation of the annual accounts and shall have such accounts audited.

- 7.3 Copies of the accounts shall be available for members at the AGM.
- 7.4 Each player shall pay an annual fee to the BIHC's central funds to cover the costs incurred to organise ice hockey related activities at Bracknell. Each team may also raise funds separately for specific events that can be hypothecated to the individual teams account.
- 7.5 The income of the BIHC whence-so ever derived shall be applied solely towards the promotion of the objectives of the BIHC and no portion shall be paid, transferred directly, or indirectly by way of dividend bonus or otherwise by way of profit to members of the BIHC. The BIHC will recompense fair and reasonable expenses, at cost, incurred by Executive members when carrying out specific duties which have been approved in advance by the Executive.

8. Conduct of business

- 8.1 If, in the opinion of the Executive Committee, the conduct of any member is considered to be detrimental to the best interests or reputation of the BIHC, the Executive Committee shall have the power to request such member to appear before a discipline subcommittee to explain their actions and answer any allegations. The discipline committee will then report the findings of the hearing to the Executive Committee.
- 8.2 Upon receipt of the discipline subcommittee report, if the conduct of the member is considered as being detrimental to the best interests or reputation of the BIHC, the Executive Committee shall have the power to suspend or expel said member from the BIHC.

9. Dissolution

- 9.1 If an AGM of the BIHC passes a resolution for the dissolution of the BIHC supported by at least 75% of the members present, the Executive Committee shall immediately convene an EGM of the BIHC to take place not more than six weeks later.
- 9.2 The resolution for the dissolution of the BIHC shall be put to members present to debate and vote upon. If the resolution is again supported by at least a 75% majority of those members present, the Executive Committee shall immediately, or at such date as shall have been specified in the resolution, proceed to realise the property of the BIHC and discharge, insofar as possible, all debts and liabilities of the BIHC.
- 9.3 After discharging all debts and liabilities, the remaining assets shall not be paid to or distributed among the members, but shall be given, or transferred, to some other organisations having objectives similar to those of the BIHC.