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THE CONSTITUTION

SECTION 1

1.0 Name

The Association shall be called the Saint Lucia Volleyball Association hereinafter referred to as "the Association".

SECTION 2

2.0 Definitions

In this Constitution unless otherwise stipulated in the text, the following terms shall have the meanings set forth beside them:

“Association” means the Saint Lucia Volleyball Association

“Member” means Clubs which are financially or otherwise affiliated to the association.

“Commission” means a working group of specialists, proposed by the President and approved by the Executive Committee, with the responsibility of fulfilling certain duties as defined by the regulations.

“Committee” means a group of persons who shall be constituted by the Executive Committee when the need arises to fulfill a special function or purpose. .

“Confederation” means a group of national federations and/or regional members assembled on the basis of their geographical proximity, affiliated to the FIVB in conformity with the *FIVB Constitution*.

“Congress” means the assembly of all affiliated members for the purpose of addressing specific matters, reporting and or election of officers.

“Special Congress” means a congress called for a specific purpose more than fifty percent of all affiliated members. The quorum for such a congress there must be seventy five percent of the eligible affiliated members.

“Executive” means the powers entrusted by this constitution to the Executive Committee, when in session, and the Presidency outside the sessions of the Executive Committee.

“Executive Committee” means the group of individuals elected by the members to execute the duties defined in this constitution.

“FIVB” means the Federation Internationale de Volleyball, an international non-governmental, non-profit organization, composed of its affiliated national federations and regional members which have freely and voluntarily joined FIVB in order to administer and govern worldwide, the sport of volleyball and all its disciplines (including notably beach volleyball and park volley) for male and female players.

“NORCECA” means the North American, Central American and the Caribbean Volleyball Confederation, a continental, non-governmental, non-profit organization, composed of its affiliated national federations and regional members which have freely and voluntarily joined FIVB and NORCECA in order to administer and govern in the continent (North America, Central America and the Caribbean), the sport of volleyball and all its disciplines (including notably beach volleyball and park volley) for male and female players.

“Presidency” means the charge and functions exercised by the President of SLVA.

“SLVA” means the Saint Lucia Volleyball Association

“Volleyball” means a sport played between two or more players of two teams, throwing to each other, over a net, a ball which should not touch the ground. The term “volleyball” includes all forms of the sport (notably beach volleyball and park volley), played in all parts of the world at all levels of competition by male and female players, whether played indoors or outdoors, on a hard, soft or sandy surface.

“Auditor” means a person qualified under the law to issue audit reports or an individual qualified in the field of Accounting, duly appointed by members at the congress to confirm the accuracy of the financial records of the association.

“Property” means tangible and intangible materials belonging to the association.

“Affiliated” means clubs recognized by Association as having met the criteria for being part and parcel of the volleyball fraternity

SECTION 3

3.0 Recognition

The Association is legally constituted and recognized by the Ministry responsible for Sports of Saint Lucia and the Saint Lucia Olympic Committee, the International Volleyball Federation (FIVB), North, Central American and Caribbean Confederation (NORCECA) and the Eastern Caribbean Volleyball Association (ECVA) and governs all forms of Volleyball in Saint Lucia.

SECTION 4

4.0 Objectives

The Association shall:

- 4.1 Encourage the expansion of the playing of all forms of volleyball and promote the creation of clubs within Saint Lucia.
- 4.2 Promote, coordinate, publicize, regulate, organize, supervise, control, direct and govern all forms of the sport of volleyball throughout Saint Lucia
- 4.3 Encourage and enforce where possible, the official FIVB Volleyball and Beach Volleyball rules, the official standards and specifications for volleyball equipment and facilities and all executive regulations which must be applied.
- 4.4 Control the transfer of players among affiliated clubs and regulate and control the eligibility and transfer of players.
- 4.5 Promote the welfare of the clubs in the development of technical expertise
- 4.6 Take appropriate measures directly or indirectly related to the practice and promotion of all forms of the sport of volleyball and protect the best interest of the sport, its players, its sponsors, affiliates and governing bodies.

SECTION 5

5.0 Colours

The Colours of the Association shall be the Colours of the St. Lucia Flag; cerulean blue, black, white and yellow.

SECTION 6

6.0 Legal Powers

6.1 That in the case of its legal powers, the Association declares that the Federation of International Volleyball's (FIVB) and NORCECA Constitution, agreement and decisions are considered as a part of this Constitution and they are to be complied with by the Association, by all its members and by third parties involved in Volleyball matters.

6.2 In case of conflict or dispute in the interpretation of the Constitutions, the Executive Committee shall appoint a board of arbitration or utilize existing sports arbitration committees to resolve the matters under dispute.

SECTION 7

7.0 Membership

7.1 Membership of the Association shall be in the following classes:-

- a) Member Clubs
- b) Associate Members
- c) Honorary Members

7.2 Member Clubs:

- a) All Member Clubs which are at the date of coming into effect of this Constitution.
- b) Other Clubs whose object is to promote and/or play volleyball in accordance with the rules of the games as approved by the FIVB, modified where necessary to suit local conditions, may from time to time be admitted to membership of the Association in the manner hereinafter set forth.

7.3 Associate Members:

- a) Individuals and/or groups shall be admitted to this class of membership of the Association. They shall be entitled to participate in Association Activities, attend Congresses of the Association, speak but not to vote at these Congresses and shall not hold Office, and shall pay a subscription fee.

7.4 Honorary Members:

- a) Individuals nominated by the Executive Committee and ratified at a General Meeting of the Association. Honorary Members shall have the right to speak at a General Meeting of the Association but not to vote and shall not hold office.

SECTION 8

8.0 Entrance Fees And Membership

- 8.1 Every member club shall pay affiliation, annual subscription fees and registration fees as shall be prescribed by the Executive Committee and ratified at the General Congress.
- 8.2 Every New Member shall pay an Affiliation fee on being accepted as a Member of the Association.
- 8.3 Annual Subscription Fees shall become due on the 31st of January each year, except in the case of new members whose fees (Affiliation and Subscription) become payable on acceptance as a member.
- 8.4 No member whose fees for the current year remain unpaid at the 31th day of March of that year shall be entitled to privileges of the Association.
- 8.5 The name of any member whose subscription fees remain unpaid as at the 31st March of the current year shall be liable to have the name of such member struck off the roll of members. Such member, whose name is struck off, shall not be entitled to privileges of the Association until all arrears of fees have been paid.

SECTION 9

9.0 Privileges and Obligations of Member Clubs

- 9.1 Every Member Club shall on joining the Association shall provide the Association with their club colours and logo.
- 9.2 Colours may only be changed with prior permission of the Executive Committee.
- 9.3 In the month of June of each year, each member club shall forward to the Secretary of the Association a return showing:-
 - a) the name and the contact details of its President and Secretary; and
 - b) reaffirm their club colours and logo.
- 9.4 Every member club shall be entitled to be represented at General Meetings and General Congresses by two (2) delegates, either or

both of whom shall be eligible to hold office.

- 9.5 If in the course of the year the Officers or delegates are changed, the names and addresses of their successors shall be notified to the Secretary of the Association within one month of their succession.
- 9.6 Every member club of the Association shall in the month of July of each year forward to the Secretary of the Association a return showing the names of all persons who at the end of the preceding calendar month were bona fide members of such clubs.
- 9.7 All bona fide members of any club who are enrolled as members of clubs shall be entitled to make use of the facilities provided by the Association.
- 9.8 They shall be eligible for participation or selection in activities conducted by the Association or under its control and all such members shall be subject to disciplinary control of the Association.
- 9.9 Every member club of the Association shall be responsible for bringing to the knowledge of its members the rules, order and directives of the Association for the time being in force and in proceedings it shall be no defense to plead ignorance of any rule, order or directive.
- 9.10 (1) Where any disciplinary decision is taken by the Association in respect of conduct of any individual, the club of which the player is a members shall be responsible for giving effect to such decisions. Failure on the part of such club to carry out such action as is necessary for that purpose shall be good grounds for suspending or terminating its membership in the Association.
(2) A decision made by the Association can be appealed within three days of the individual being informed of the decision. Failing an appeal the decision shall take effect with seven days of the individual being informed.
(3) Any appeal shall be heard by a Committee. During the hearing of an appeal the decision of the Association shall be suspended.
(4) The decision of the Committee shall be final.
- 9.11 Where any inquiry is contemplated into the conduct of any individual, the club of which the player is a member shall be given due notice of the charge, and shall be entitled to be present at the hearing thereof, and shall be heard.

- 9.13 Where the suspension or removal of any club or member from the membership of the Association is contemplated, not less than fourteen (14) days' notice shall be given to such club of the intended time and place of the proceedings and such club shall be entitled to be heard and represented by a person of their choosing.

SECTION 10

10.0 Officers

- a) The Officers of the Association shall be:-
- President
 - First Vice President
 - Second Vice President
 - Secretary
 - Assistant Secretary/Treasurer
 - Treasurer
 - Public Relations Officers
 - Immediate Past President
 - Two player Representatives,
- b) All officers, with the exception of the player representatives shall be nominated by member clubs of the Association at a general congress. A maximum of three (3) persons per member club may be elected at the General Congress and shall hold Office for four (4) years or until their successors have been duly elected.
- c) The immediate Past President shall sit for six months.
- D) The player representations shall be elected prior to the Congress at a special sitting of all affiliates.

SECTION 11

11.0 Duties of Officers

- 11.1 The President of the Association shall be responsible for the executing decisions of the Congress, Commissions and Committees and shall Chair all Meetings of the Executive Committee.
- a) When the executive and or commissions and committees are not in session, the President may attend to all urgent matters. The various

bodies must be notified of these measures within 7 days and ratified at its next meeting.

- b) The President shall represent the association with all legal powers. He or she chairs the sessions of Congress, the meetings of the executive and has the prerogative of chairing all other meetings of the association body.
- c) In his or her capacity as a chair, he or she can cast the deciding vote in a tie.
- d) The President shall be responsible for all the on-going administration and management of the association. He or she shall be solely authorized to sign on all contracts and commitment documents. The President may delegate power of attorney on behalf of the association.
- e) The First and Second Vice President shall assume the duties of President at any meeting from which the latter may be absent. In the absence of the First Vice President, the Second Vice President shall assume such duties.
- f) In the absence of the President and the Vice Presidents from any meeting of the Association or its Executive Committee, the members present shall elect one of their members to be Chairman at the meeting.
- g) The Secretary shall keep a membership register in which shall be recorded the names and the relevant particulars of all members.
- h) The Secretary shall carry out the legitimate directions of the Executive Committee.
- i) The Secretary shall call and attend all Executive Committee meetings and General Congresses.
- j) The Secretary shall take minutes of all the meetings and have circulated the minutes of all previous meetings. After adoption of all minutes, the Secretary shall have the same signed by the Chairman and shall sign the same his/herself.

- k) Treasurer shall be responsible for the billing, collection and deposit of all fees, gate receipts, member subscriptions and funds belonging to or due to the Association.
- l) The Treasurer shall also be signatory and have control of all finances of the Association jointly with the President or in his/her absence the Vice President.
- m) The Treasurer shall also responsible for the disbursement of funds and shall pay bills promptly as approved by the President.
- n) The Treasurer shall maintain accurate financial records of the Association and association events, to be reviewed at any time by the Executive.
- o) The Treasurer shall deposit all monies received on behalf of the Association into the Association's BANK ACCOUNT within five (5) days of receipt.
- p) The Treasurer shall keep accounts of all funds and properties of the Association in the books provided for that purpose.
- q) The Treasurer shall on the demand of any person or persons duly designated for that purpose by the Executive Committee satisfactorily account and hand over all funds and property of the Association of which he/she is responsible to such person or persons as foresaid designated for that purpose. The Treasurer shall produce for the consideration of the Executive Committee a detailed quarterly account of all financial transactions of the Association.
- r) The Treasurer shall be responsible for managing, accounting for and executing all fund raising and income generating activities of the Association.
- s) The Assistant Secretary/ Treasurer shall assist the Secretary and Treasurer generally and shall perform such duties as may be directed by the Secretary and/or Treasurer. In the absence of the Secretary or Treasurer, he/she shall perform the duties of the office of Secretary or Treasurer as required.
- t) The Assistant Secretary/Treasurer may from time to time be assigned specific responsibility by the President or Executive Committee which he/she shall execute diligently.

- u) The Public Relations Officer shall be responsible for promoting the image and activities of the Association and shall release to the Communications Media and member clubs information as approved by the Executive Committee.
- v) The immediate Past President shall serve in this capacity for no more than six months after a New President has been elected and will have no voting rights.
- w) The immediate Past President shall serve only in an advisory capacity to ensure a smooth transition between the previous and current Executive Committee.

SECTION 12

12.0 Auditor

- a) The Auditor shall be appointed at the Congress of the Association.
- b) The Auditor shall examine the Accounts of the Association annually and shall provide certificates under his/her signature as to his/her findings.
- c) Any discrepancies in the Accounts shall be brought immediately to the attention of the Executive Committee. A yearly balance sheet together with a statement of income and expenditure signed by the auditor shall be sent to each member club at least seven (7) days prior to the Congress.

SECTION 13

13.0 Annual Report

- a) The Executive Committee shall submit written reports annually on the activities and affairs of the Association at Annual General Meetings.
- b) The Annual Reports shall be circulated to each member club seven (7) days prior to the Annual General Meeting.
- c) The Annual Reports shall consist of the following Sections at a minimum:
 - Secretary's Report
 - Treasurer's Report

- President's Report

SECTION 14

14.0 Management

- a) The Association shall be governed by and under the control and management of an Executive Committee. The Executive Committee consist of the President, First Vice President, Second Vice President, Secretary, Assistant Secretary/Treasurer, Treasurer, Public Relations Officer, together with floor representatives.
- b) The Executive Committee shall exercise the sole management of the association and shall have power, from time to time to make rules, regulations, by-laws or other provisions with regard to the management of the matters connected therewith. It shall also have the power to hold under its authority and to any or all and amend the same and to settle and to determine all disputes arising hereunder, and its decision shall be binding on all members.
- c) The Executive Committee shall have the power to employ professional staff to assist with the day to day Administration and Technical management of the Association.
- d) The Executive Committee shall meet not less than once a quarter and as such other times as the President may direct or on the written special request of three (3) member clubs In case of an emergency, if it is not possible to convene a meeting, the President, together with the Secretary shall consult with the members of the Executive Committee through the most appropriate means in order to arrive at a decision. In such a case, the decision must be submitted for ratification at the following meeting of the Executive.
- e) At least four (4) days' notice of a meeting of the Executive Committee shall be given, except in the case of emergency.
 - e) Should a vacancy occur among the officers of the Executive Committee, with the exception of the floor representatives such vacancy shall be filled by the Executive at a meeting called for that purpose.
 - f) Vacancies for the position of floor representatives shall be received

from specially convened meeting of affiliates.

- g) Any member of the Executive Committee absent from three(3) consecutive meetings of the Executive Committee without leave previously obtained, shall be deemed at the discretion of the Executive Committee to have forfeited Office.
- h) Should a vote of no-confidence be passed by a two-thirds majority of the Association against any member of the Executive Committee, that member shall submit his/her resignation from the Executive Committee within seven (7) days of the decision of the Association.
- i) Failing to submit the resignation within the stipulated time, the Member shall be issued a termination letter signed by two members of the Executive Committee.
- j) The decision of the majority of the members of the Executive Committee present and voting at a meeting shall be binding upon all members of the Association until rescinded or varied at a subsequent meeting of the Executive or at a General Congress.
- k) The Chairman at any meeting of the Executive Committee shall be entitled to a casting vote which he/she may exercise if there shall be any equality of vote on any motion.
- l) At all meetings of the Executive Committee the quorum shall be five(5) members.

SECTION 15

15.0 Annual General Meeting

- a) The Annual General Meeting of the Association shall be held during the first half of each calendar year at which the business to be conducted shall include:-
 - Minutes of the last Annual General Meeting and Matters Arising therefrom.
 - The consideration of a report of the Executive Committee on the Activities and affairs of the Association during the period since the last General Meeting.

- The consideration of the financial statements.
 - The consideration of motions and resolutions which have been properly submitted in accordance with these rules.
 - General Business.
- b) Any member desirous of having a motion or resolution placed on the agenda for the Annual General Meeting shall submit the same in writing to the Secretary at least 14 days prior to the date scheduled for the Annual General Meeting.
 - c) A Special General Meeting may be convened by the Secretary upon the written request of three (3) members clubs or any five (5) members of the Executive Committee within fourteen (14) days after receiving such request. This request must specify the proposed business to be discussed at such Special General Meeting. No business other than that set out on the agenda for such a Special General Meeting shall be discussed at such a meeting.
 - d) The Secretary shall give not less than seven (7) days, notice in writing of the date, time and place of, and the business to be discussed at the Annual General Meeting to all members of the Association.
 - e) Every member club shall be entitled to have no more than ten members in attendance at any General Meeting.
 - f) Every financial member club must nominate two (2) representatives from the above referred to numbers to vote on any matter at any General Meeting.
 - g) The names of the representatives to vote shall be submitted to the Secretary upon registration at the Annual General Meeting.
 - h) A quorum at an Annual General Meeting shall be a third of the financial membership. If after the expiration of thirty (30) minutes from the time appointed for the meeting a quorum is not formed, the meeting shall stand adjourned until that day one week later when the members present shall form a quorum.
 - g) The Chairman at any Annual General Meeting shall be entitled to a casting vote which he/she must exercise if there is any equality of votes on any motion.

- h) Voting on matters involving persons will be by secret ballot. Other votes will be taken by the show of hands, except otherwise agreed to by the Executive Committee or by member clubs.

SECTION 16

16.0 Quadrennial Congress

- a) The General Congress of the Association shall be held during the month of November at which the business to be conducted shall include:-
- Minutes of the last Congress and Matters Arising therefrom.
 - The consideration of reports of the Executive Committee on the Activities and affairs of the Association during the period since the last Congress.
 - The consideration of the audited financial statements.
 - Election of Officers
 - The appointment of the Auditor.
 - The consideration of motions and resolutions which have been properly submitted in accordance with these rules.
 - General Business.
- b) Any member desirous of having a motion or resolution placed on the agenda for the General Congress shall submit the same in writing to the Secretary at least twenty-one days prior to the date scheduled for the General Congress.
- c) A Special Congress may be convened by the Secretary upon the written request of two thirds of members clubs or any five (5) members of the Executive Committee within fourteen (14) days after receiving such request. This request must specify the proposed business to be discussed at such Special General Congress. No business other than that set out on the agenda for such a Special General Congress shall be discussed at such a meeting.
- d) The Secretary shall give not less than seven (7) days, notice in writing of

the date, time and place of, and the business to be discussed at the General Congress to all members of the Association.

- e) Every member club shall nominate two (2) representatives to attend General Congresses on its behalf. These representatives shall have the right to speak and to vote on any matter at any General Congress. The names of the representatives shall be submitted to the Secretary (7) days before the date set by the Executive Committee for the General Congress.
- f) A quorum at General Congresses shall be a third. If after the expiration of thirty (30 minutes from the time appointed for the meeting a quorum is not formed, the meeting shall stand adjourned until that day one week later at the same place (or at another place should the first place chosen be unavailable) when the members present shall form a quorum.
- g) The Chairman at any General Congress shall be entitled to a casting vote which he/she must exercise if there is any equality of votes on any motion.
- h) Voting on matters involving persons will be by secret ballot. Other votes will be taken by the show of hands, except otherwise agreed to by the Executive Committee or by member clubs.

SECTION 17

17.0 Committees

- a) Commissions may be appointed as and when required to serve by the Executive Committee. Appointments shall be for the period specified by the Executive Committee. These commissions may consist of but not limited to:-
 - Disciplinary
 - Tournament Committee
 - Technical Commission
 - Development Commission
 - Referees Commission
 - Finance Committee
 - Marketing and Public Relations Committee
 - Beach Volleyball Commission
- c) The Executive Committee shall develop the required and appropriate Terms of Reference for all Commissions.

SECTION 18

18.0 Trustees

All property real, personal or mixed goods, effects, chattels, funds or other property belonging to the Association shall be vested in the President, First Vice President, Secretary and Treasurer of the Association for the time being as trustees and the said Trustees shall hold the same for and on behalf of the members of the Association.

SECTION 19

19.0 Amendments

- a) Every member club and Associate member shall be entitled to a copy of these rules and any amendments thereof and all rules and regulation, by laws or other provisions made in accordance with these rules.
- b) These rules may be added to, deleted, revoked or amended at the General Congress or any Special General Congress called for the purpose by a majority of at least two-thirds of those members preset and entitled to vote therein. Fourteen days (14) days' notice of any resolutions to add to, delete, revoke or amend these rules shall be given i8n writing to the Secretary who shall place the same on the Agenda of that meeting or any Special General Congress called for this purpose.

SECTION 20

20.0 Dissolution

In the event of the dissolution of the Association, any assets after liabilities have been deducted shall be lodged with any duly constituted authority to be invested until the re-establishment of the Association.

SECTION 21

21.0 Liabilities

There shall be no personal liabilities attached to any officer or member of the Executive Committee for anything bona fide or intended to be done in pursuance of any of the objectives and power of the Association, but the Association shall not be liable for any act done by any person in excess of what such officer is

authorized to do.

SECTION 22

22.0 Interpretation of Rules

The Executive Committee of the Association is the sole authority for the interpretation of these rules, regulations, by-laws or other provisions made in accordance with these and the decision of the Executive Committee upon any matter affecting the Association not provided for in these rules, shall be final and binding until such decision shall be over-ruled at a subsequent meeting of the Executive Committee or at a General Congress.

SECTION 23

23.0 Commencement

This Constitution shall enter into force on the date of its approval by the General Congress.

This Constitution shall supersede the previous Constitution, which is hereby abrogated and all amendments thereto adopted before the said date.

Made this day of in the year.....

Amended this day of in the year