

Sussex Volleyball Association - Constitution

Last amended 13/06/2022 AGM

1. The Association shall be known as the "Sussex Volleyball Association".
2. The aim of the Association is the furtherance of volleyball in the Sussex area.
3. The Association will be administered by the SVA Committee (SVAC) made up as follows:
 - 1) President
 - 2) Secretary
 - 3) Treasurer
 - 4) Division Managers
 - 5) Fixtures Secretary
 - 6) Junior Development Officer
 - 7) Competitions Secretary (Cup Day)
 - 8) SEVA Representative
 - 9) Webmaster/Handbookand any other officer elected at a general meeting.

All elected officers shall have a vote at SVAC meetings.

4. Meetings of the SVAC will be held as required. It is compulsory for each club playing in Sussex League to have one representative on the SVA committee. The quorum for each meeting will be four. Others may be invited to these meetings but may not vote.
5. The Association will meet once per year at the Annual General Meeting. Dates and venues of these meetings will be announced by the SVAC giving at least four weeks notice.
6. Any club failing to send a representative to a General Meeting (AGM or EGM) will forfeit all of their goodwill deposit.
7. Each **team** must send at least one representative to every General Meeting of the Association. A person attending a General Meeting may not represent more than one team.
 - 7.1 At General Meetings each attending team as listed in the Association Handbook will have one vote per person attending up to a maximum of 3 votes.
 - 7.2 The President shall not vote except in the case of a casting vote being necessary.

7.3 The quorum for a General Meeting shall be thirteen.

1. Extraordinary General Meetings may be called by means of a written request to the Secretary signed by ten voting member teams of the Association including two from the SVAC.
2. All clubs wishing to compete in the Association competitions must be affiliated to the English Volleyball Association at the beginning of the season and before they commence their fixtures. No matches may be played unless the league has proof that the club is affiliated.
3. Cheques drawn on the SVA account may not be signed by signatories from the same club.

11.1 All cheques paid by the Association shall be signed by two of the following people:-

Treasurer
President
Secretary
Division Managers

11.2 The amount of each single transaction authorised by the SVAC is limited to a maximum of £250. Any amount above this is to be authorised by quorum of the SVAC and detailed in committee minutes or agreed by the committee in electronic communication.

1. The following competitions will be organised annually:-
 - a. A local league comprising as many divisions as necessary, appropriate to the ability, number and geographical location of the member teams.
 - b. A knock-out cup competition arranged as a tournament day (or days)
 - c. Tournaments, depending on demand and facilities available.
2. There shall be an Association Handbook giving a directory of all SVA affiliated club teams, team members and fixtures.
3. Any disputes between teams or clubs in the Association shall be settled by the SVAC, whose decision shall be final unless overruled by a General Meeting.
4. Any discipline matters arising within the Association shall be dealt with by the SVAC. Penalties imposed shall be within the absolute discretion of the committee. There is the right to appeal against any decision on disciplinary sanctions imposed by, or on the

authority of the Executive Committee. The written appeal must reach the Secretary within seven days of the sanction. This should be accompanied by a deposit of £40 which will be returned if the appeal is successful.

5. In the event of the dissolution of the SVA, any remaining funds or assets, after outstanding liabilities have been paid, will be dispersed equally between SVA affiliated clubs.
6. Communications between the SVA and clubs shall be predominantly by e-mail to club/team secretaries and SVAC members. The SVA website will be regularly updated with results, tables, news items and downloadable documents.
7. The accounting year for the SVA will run from April – March.