

BARBADOS SECONDARY SCHOOLS' FOOTBALL LEAGUE

CONSTITUTION

1. NAME

The name of the League shall be the BARBADOS SECONDARY SCHOOLS' FOOTBALL LEAGUE (hereinafter referred to as the Schools League).

2. OBJECTIVES

The objectives of the League shall be to promote and control the game of football in the secondary schools and tertiary institutions in Barbados.

3. CONSTITUTION

The League shall consist of 'such schools and tertiary institutions' which are already affiliated to the League or which hereafter are duly accepted by the Executive Committee, in accordance with the rules and regulations governing the League.

4. MEMBERSHIP

(a) Ordinary Membership

- (i) Membership of the League shall consist of all those secondary schools and tertiary institutions which are approved by the Ministry of Education.
- (ii) Membership shall be opened to all tertiary institutions with the provision that its registered players must not have reached their eighteenth (18th) birthday by the 31st December in the year of competition.
- (iii) Schools/institutions seeking membership to the League must apply in writing through the Principal of that institution and should provide the following information in its application:-
 - Home ground or alternate venue. In the case of an alternate venue (not the school premises), a letter of permission allowing use of the same.
 - Team colours.

(b) Honorary Membership

Honorary membership shall be conferred on such persons, (teacher or non-teacher) who are admitted to membership by the Executive Committee for any period not exceeding twelve months for invaluable assistance rendered to the League over a period of time. They shall not be required to pay any entrance

fees or subscription to the League. They shall be entitled to free entrance to any football match or function held under the auspices of the League.

They shall not be entitled to the Annual General Meeting or any Special General Meeting or to hold office.

(c) Honorary Life Membership

Honorary Life Membership shall be conferred on only former representatives of an affiliated school or institution, and/or a practising teacher in the island of Barbados, who may have served the League in any official capacity.

They shall be entitled to attend the Annual General Meeting of the League and to hold office.

5. AFFILIATION & REGISTRATION

- (a) Each member school/institution shall pay an annual affiliation fee of no less than \$100.00 to the League, unless otherwise determined by the Annual General Meeting.
- (b) All affiliation and registration shall be come due on the first of January in every year.
- (c) No member whose subscription for the current year remains unpaid shall be entitled to any of the privileges of the League.
- (d) All fees must be paid to the Secretary or Treasurer of the League or any person/persons authorised by the Executive Committee to receive same.

6. EXECUTIVE COMMITTEE

The Executive Committee shall consist of the following officers and three (3) floor members:-

- A President
- A Vice President
- A Secretary
- A Treasurer
- An Assistant Secretary/Treasurer

All of whom shall be members of the Schools League. The President, Vice-President, Secretary, Treasurer, and Assistant Secretary Treasurer shall be elected biannually at the General Meeting of the Schools League. The Floor members shall be elected annually. They shall have the right to vote on any matter at all meetings of the Schools League.

THE PRESIDENT of the Schools League shall preside as Chairman at all General Meetings and all meetings of the Executive Committee.

THE VICE PRESIDENT shall assume the duties of the President at any meeting from which the latter may be absent.

THE SECRETARY shall keep or cause to be kept a record of the proceedings of all meetings of the Schools League and Executive Committee. He shall also be asked to carry out such other secretarial duties as may be required by the Schools League or Executive Committee.

THE TREASURER shall be responsible for the collection of all subscriptions and other monies belonging to the League. He shall keep proper accounts of all funds belonging to the Schools League.

THE ASSIST SECRETARY/TREASURER shall assist the Secretary in the performance of his duties and shall assume the duties of the Secretary in his absence.

Management

- (a) Schools League shall be governed by an be under the control and management of an Executive Committee, which shall consist of the Officers of the League together with three representatives to be elected from member schools/institutions.
- (b) The Executive committee shall have and exercise the following powers, authorities and functions concerning the Schools League:-
 - (i) The sole management of the affairs and business of the Schools League.
 - (ii) The power from time to time to make such by-laws and regulations with regard to the management of the league and its Executive Committee and in respect to competitions, games or otherwise as it may deem expedient with power to revoke and amend the same and to settle all disputes connected therewith.
- (c) The Executive Committee shall meet not less than once a quarter and at such times as the Executive Committee or the President may prescribe, or on written request of any four (4) members of the Executive Committee.
- (d) A minimum of forty-eight (48) hours notice of any meeting must be given by the Secretary to members.
- (e) Any vacancy among the officers or members of the Executive Committee shall be filled by the Executive Committee until next Annual General Meeting or for such a period of time as prescribed by the Executive Committee.

(f) The decision of a majority of the members of the Executive Committee present and voting at a meeting shall be final and binding upon all members of the Schools League until rescinded or varied by the vote of a majority of those present and voting at a subsequent meeting of the Executive Committee or at a General Meeting.

(g) Management

The Executive Committee reserves the right to Co-op any member (i.e. representative of affiliated school/institution) or Honorary Life Member, to serve on the Executive Committee where a vacancy arises or where the Committee deems it necessary.

The total number of persons co-opted **must** not exceed two in number.

(h) The Chairman at any meeting shall be entitled to a 'casting vote only', which he must exercise if there shall be an equality of votes on any motion.

(i) At all meetings of the Executive Committee four persons shall form a quorum.

7. ANNUAL GENERAL MEETING

(a) The Annual General Meeting of the Schools League shall be held not later than the 30th day of November in each year, at which the business to be conducted shall include:-

(i) Minutes of the last Annual General Meeting and matters arising therefrom.

(ii) Consideration and adoption of:-

- Report by the Executive Committee.

- Financial Report.

(iii) The election of officers and members of the Executive Committee for the ensuing year.

(iv) The consideration of motions and resolutions which have been properly submitted in accordance with these RULES.

(v) The election of persons to serve on the Fixtures Committee.

(vi) General Business.

(b) Any member desirous of having a motion or resolution placed on the agenda for the Annual General Meeting shall submit in writing to the Secretary of the Schools League at least thirty (30) days prior to the scheduled date of the Annual General Meeting.

- (c) Each member school/institution shall nominate two delegates to attend General Meetings on its behalf and such delegates shall have the right to speak and vote on any matter at any General Meeting.
- (d) A quorum at all General Meetings shall be two thirds (2/3) of the membership.
- (e) Where the Annual General Meeting is abandoned due to the lack of a quorum, then the meeting shall be rescheduled within twenty-one (21) days. Seven (7) days notice shall be given of the meeting.

A quorum for the rescheduled meeting should be half (1/2) of the total membership.

Elections – Nomination of Candidates

That nomination forms be sent to each affiliate requesting the names of candidates for the position to be filled on the Executive Committee.

These forms shall be sent to all affiliates, within thirty (30) days of the Annual General Meeting.

Nominations should reach the Secretary within fourteen (14) days of the Annual General Meeting.

The Secretary shall serve all affiliates notice in writing of the names of the candidates seeking office.

All candidates shall have a proposer and a seconder, who must be a member of staff or an affiliated school/institution.

Special General Meeting

A Special General Meeting may be convened by the Executive Committee whenever the Executive thinks it necessary and must be convened by the Secretary upon the written request of any seven (7) affiliates of the League, or any five members of the Executive Committee, within one month of the receipt of such a request.

The request submitted to the Secretary must clearly state the purpose for the meeting.

The meeting shall only discuss the item(s) of business for which the special general meeting has been summoned.

The Secretary of the League shall in writing serve all affiliates no less than seven (7) days notice of the meeting. The notice shall set out the date, time, place and business to be transacted at the specially convened general meeting.

8. FINANCIAL STATEMENT

The financial statement presented to the Annual General Meeting shall be an approved statement, having been verified by a qualified/competent individual in the field of accountancy.

9. COMMITTEES

The following committees shall be elected annually:-

- (a) Fixtures
- (b) Disciplinary
- (c) Grounds

(a) Fixtures Committee

To consist of three (3) persons one of whom must be the Secretary or his Assistant. They shall be responsible for drawing up fixtures for the playing of matches in the Schools League Competition. Two (2) shall form a quorum.

(b) Disciplinary Committee

To consist for a Chairman (who shall be elected annually by the Executive Committee and shall not be any person who is in any way connected with any member school/institution and four (4) other persons who shall have full power to hear and determine all complaints made by or against any players, member school or member institution as it may deem expedient. Its decisions shall however be subject to appeal to the Executive Committee within seven (7) days (Sundays and Public holidays accepted). Three (3) members shall form a quorum.

(c) Grounds Committee

The Grounds Committee should consist of three (3) persons (A Chairman and two other members) and should be appointed by the Executive Committee, at its first meeting, subsequent to the Annual General Meeting.

10. NEWLY ELECTED EXECUTIVE COMMITTEE

There shall be a handing over process from the outgoing Executive Committee to the newly elected committee. At the initial meeting of the elected Executive Committee, to be summoned within seventy-two (72) hours after elections (Saturday and Sunday excluded), the immediate past President and Secretary (if not elected to the office) shall be invited to attend, to hand over all documents and other property of the League, and to update the newly elected committee on all outstanding matters.

11. NON ATTENDANCE TO EXECUTIVE COMMITTEE MEETINGS

Failure on the part of any member of the Executive Committee to attend three consecutive meetings of the Committee to which he has been invited through the Secretariat, without offering an excuse, shall be immediately suspended by the Executive Committee.

Any suspended member shall within fourteen (14) days in lieu of notice be summoned to a meeting of the Executive committee, to provide just reason(s) why he should not be removed from office as an Executive Member.

Failure on the part of the suspended member to attend the meeting as summoned having not provided reason for the same, shall result in the post being declared vacant, and shall be filled in accordance with Section – Management 7(e) of the Constitution.

12. PUBLIC RELATIONS

The President and Secretary shall be responsible for all public relations of the League.

13. PATRON

The Patron of the League shall be the elected President of the Barbados Union of Teachers (B.U.T.) unless otherwise determined.

14. DISSOLUTION

For the dissolution of the League to take place, notice of a resolution to this effect to be considered at a Special General Meeting convened for such a purpose, shall be circulated to all member schools/institutions, no less that seven (7) days before the date of the meeting.

Notice for the meeting shall be signed by the Secretary or Assistant Secretary/Treasurer of the President on the directive of the sitting Executive Committee.

In the absence of the President or Vice President, the meeting shall be chaired by the Patron of the League.

The meeting by two-thirds majority vote of delegates present and voting shall give assent to the dissolution and to the method of disbursement of all funds and assets of the League.

15. AMENDMENTS TO THE CONSTITUTION

These rules may be added to, deleted, revoked or amended at any General Meeting by majority of at least two-thirds of those persons present and entitled to vote.

16. GENERAL

- (a) Any protest or complaint must be lodged in writing with the Secretary within forty-eight (48) hours of the occurrence (Sundays and Public Holidays accepted).
- (b) Each member school/institution is responsible to the Executive Committee for the action of its players and officials.

Constitution first ratified 1984