

ERSDA Constitution



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Since its inception in 1995, ERSDA has grown considerably in membership. At the AGM in January 2003 member clubs agreed to adopt a revised constitution - a statement of which follows.

Name

The Association shall be called **East Renfrewshire Soccer Development Association** -(ERSDA).

Aims

- i. To encourage participation in and enjoyment of football
- ii. To develop the skills and fitness of children playing football, irrespective of ability, through the small sided games to full games.
- iii. To provide a positive, developmental and safe environment for children to play football
- iv. To promote sportsmanship and fair play in young footballers

Membership

- i. Membership is open to all amateur, youth and school football clubs in the area of East Renfrewshire Council (**this needs extended**)
- ii. Member clubs must undertake to uphold the spirit of the game as detailed in the SFA publication “Small Sided Game” - http://www.scottishfa.co.uk/scottish_football.cfm?curpageid=448
- iii. Member clubs and their coaches must give a written acceptance to the Secretary of the Association’s aims, expectations, rules and disciplinary procedures
- iv. Member clubs are expected to have at least one representative from each age group at each quarterly coaches meeting
- v. Member clubs must provide the Association’s Secretary with evidence of affiliation to the SYFA (Scottish Youth Football Association), and minimum level of insurance cover deemed suitable by the SYFA Executive Committee.
- vi. All member clubs shall provide the ERSDA Secretary the required

details of participants in the course of that season as detailed below:-

- i. Club Registration Form
- ii. Coach Registration Form
- iii. Player Registration Form

NB: this is mandatory for any player 12 or over during that season

- vii. The coach of each team shall hold a SFA qualification relevant to the age group of that team. The basic requirements are:-
 - i. 4-a-side (under 8's) - Early Touches Certificate - level 1
 - ii. 7-a-side (under 9's) - Early Touches Certificate - level 2
 - iii. 7-a-side (under 10/11 & 12's) - Early Touches Certificate - level 3
- viii. The nominated coach of each team shall be present when that team has a game. See section 12 - Saturday Routines - for further information
- ix. One (1) club coach for each group will hold a First Aid Certificate
- x. All coaches shall attend a refresher course every year prior to the start of every season. This will be organised by the SFA Football Development Officer of East Renfrewshire Council.

Management

- i. The Management of the Association shall be vested in an Executive Committee consisting of the office bearers and one representative from each club (preferred) of whom shall have one vote at monthly and Annual General (AGM) meetings. The President shall have a casting vote.
- ii. The Executive shall have the power to deal with all matters arising in the course of the Association's activities.
- iii. Executive meetings will be held on a monthly basis - generally first Sunday of the month), however the President shall have the power to convene meetings of the Executive in circumstances require.
- iv. The Association will hold an AGM no later than 30th November each year to report back to its members, to elect office bearers and to

consider alterations and amendments to the constitution. Proposals for such amendments or alterations must be circulated amongst members at least two weeks in advance of the AGM and will require to be agreed by a two third ($\frac{2}{3}$) majority, each present member club having one vote at the AGM.

- v. The Office Bearers of the Association shall be the President, Vice President, Treasurer and Secretary who shall be elected annually at the AGM.

Finance

- i. New member clubs shall pay a £30 membership fee
- ii. The Treasurer will effect all money transactions and shall make a financial statement at each monthly meeting.
- iii. The Funding co-ordinator should liaise with the Treasure when applying for grants or sponsorship
- iv. Member clubs persistently in arrears shall not be entitled to participate in ERSDA events.
- v. All cheques shall bear two signatures - the office bearers being authorised signatories
- vi. All cheques should be made payable to : ERSDA
- vii. The Treasurer shall make the Association's Bankbook and all accounts available at every meeting
- viii. In the event of a new Treasurer being appointed before the AGM, the books must be audited before transferral.
- ix. External auditors will be appointed at the AGM each year

Liability

- i. No office bearer or Executive Committee member shall be individually or collectively liable for the debts of the Association, unless that person was solely responsible for the debt being incurred.
- ii. No office bearer or Executive Committee member shall be entitled to gain any personal profit from the activities of the Association

Discipline

- i. All member clubs and their coaches and parents shall accept the disciplinary procedures adopted by the Association.
- ii. All member clubs shall accept responsibility for the conduct and behaviour of all coaches, players and other individuals associated with the club.
- iii. All member clubs and their coaches and parents shall agree to abide by the decisions of the Association's disciplinary committee. Appeals will be determined by the office bearers.
- iv. The Vice-President, assisted by neutral club representatives appointed by the Association, will chair the disciplinary committee.
- v. The parents/guardians of all players shall be issued with a copy of the ERSDA Code of Conduct and Charter for parents/guardians at the commencement of each season.

Standing Orders

- i. All meetings shall be chaired by the President, or, in his absence, the Vice-President or Secretary
- ii. The Secretary will circulate agendas' prior to meetings
- iii. Agenda items will take precedence over other items of business
- iv. Motions can be tabled under appropriate agenda items. The Chairperson has the right to defer discussion of tabled motions.
- v. Minutes of previous meetings will be prepared by the Secretary and circulated to members with the agenda for forthcoming meetings.
- vi. The quorum for decision-making shall be at least one half of clubs affiliated to ERSDA.