



# Adamstown Cricket Club Constitution

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# Adamstown Cricket Club Constitution

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## 1. ACC Board

### 1.1. Objective

The objective of the ACC board is to provide a stable, neutral governing body upholding ethos of the club and that works for development of the club providing a direction for growth and leadership ACC Board will include broader range of members who are responsible for the full and proper governance of the club. The scope of the board ranges from member participation, youth development, maintaining discipline, cordial relationship with the governing bodies like Cricket Leinster, running all club related activities, fund raising events, encouraging participation from all sections of the group.

### 1.2. Board structure

New board structure from 2016 comprises of:  
(President, Joint Secretary, Joint Secretary, Treasurer, Development officer, Youth cricket representative, Coach representative, Community representative, Female community representative, Disciplinary officer, Team selection, Youth secretary)  
Roles and responsibility of each role is defined in the appendix

The board structure is very flat. Everybody in the board has equal rights and vote. The only exception is where the votes are tied – in that case the President will have the casting vote.



### 1.3. Board meetings

Board meetings will be held every month during the season and less frequently off-season. Meetings will be face to face rather than Skype or conference calls. The selected joint secretary will call for the meetings and welcome agenda for the meeting. All board members are welcome to contribute to the agenda. From experience secretary and chairperson are the most contributing to the agenda.

### 1.4. Board responsibility

Board will be responsible for providing high level direction and leadership for the club. Its responsibilities include but not limited to:

- overall management of the club, including maintaining finances and allocating budget
- approve any fund raising event, tournament events
- cricket development, improving facilities and youth cricket development
- uphold club ethos

Some example of board duties:

Decide no of teams to play in LCU in a given year

Frame constitution of the club

Ensure club and players are properly insured

## 2. Executive council

Executive council was dissolved from the year 2014 as there were operational difficulties and segregation of duty issues found

Player representative role was removed from the year 2014 due to lack of interest from members to do the role and a possible conflict with the captains role

## 3. ACC Elections

o ACC Board is elected for a term of 2 Years. i.e. President, Secretary, Treasurer, Development Officer, Player Representative, Community Representative and Youth Cricket Representative

o All board positions are elected in the AGM except the President which is elected from within the existing board. President election is completed by the last board meeting of the year before the AGM where the board positions are elected

o ACC AGM is held during each year after the close of season

o ACC Captains and Vice-Captains will be selected before start of new season each year.

o Captains and Vice-Captains selection will be carried out by the board after seeking general interest from its members.

o Members will be notified of the roles and responsibilities of the Captain

o Captains and vice-captains responsibilities will be circulated at the AGM. Members will then be asked to nominate themselves. Members should realise and understand their full role and responsibility before they nominate themselves.

o ACC Coaches will be selected by the ACC Board each year

o ACC will encourage members to do LCU coaching course, we will set aside a budget for this, members should notify their interest to the ACC board

o Any points/suggestions on the constitution needs to be raised at the AGM

#### **4. Club ethos**

- Maintain an open and inclusive culture where new members are welcome, existing members feel proud of
- Promote cricket, sportsmanship, treat everyone equally
- Make club cricket affordable and keep it a community endeavour
- Promote youth cricket encouraging participation and involvement

#### **5. Vision and Mission**

##### **Vision**

- Provide excellent facilities and professional coaching and management to practice and play cricket
- Develop next generation of Irish cricketers from the local community
- Truly multi-cultural community club with a social branch conducting community events promoting community spirit, cricket and sportsmanship
- Community sports club that is open to all promoting equality and sportsmanship
- Promote youth cricket, increase participation numbers among youth, help to make cricket a mainstream sport in the area, develop world-class cricket talent from its community
- Provide affordable cricket to its members and community and hence develop community spirit

##### **Mission**

- Largest cricket club in the country
- Produce Irish Internationals through the club's youth development program and fulfill Ireland's new test cricket status
- Provide high quality cricket facilities in the area while keeping cricket playing affordable to its members
- Make cricket a mainstream sport in the South West Dublin area
- Develop cricket playing facilities in the South Dublin area that its members, local schools and community can make use of

##### ***Equality & Diversity***

- Club operates on the principle of equality and is open for all
- Very diverse with its membership; members hail from Ireland and all parts of the world
- English is the official language
- Represents a real diverse New Irish community

## 5.1. Ethos specifics

### 5.1.1. Affordable inclusive sports club.

### 5.1.2. Aim for professional facilities, management and marketing without losing the sense of fun and community spirit that sets us apart.

Up to this point ACC has thrived on volunteers joining together to make something out of nothing. Nobody moans or complains about a lack of anything, we just roll up our sleeves and get on with it. We should never lose that sense of perspective.

### 5.1.3. Compete at highest level possible whilst including as many members as possible.

Set priorities on a policy of including as many members as possible and allowing those members to participate as much as possible during games. This will be a challenge to captains at times that in other clubs would be free to repeatedly pick higher performers for as many roles in as many teams as is allowed by current LCU rules. ACC ethos might put us at a disadvantage over some clubs in the short term but captains and players must realize that this ethos will put us at a massive advantage in the long run as membership grows along with our community spirit and reputation. When we win we will know we have won as a club. This will make competitions worth winning. Elite cliques ruin clubs and any competitions won by repeatedly excluding members are hollow victories indeed. It is expected that all players will perform at their maximum effort levels and abilities regardless of the roles being asked of them by their captain. It is expected of captains to give each and every player the respect that is due to our valued members regardless of their ability.

## 6. ACC Regulations:

1. "Sledging" will not be tolerated regardless of provocation by opposition. When you pull on an Adamstown Shirt you represent our community and all we stand for. It is expected of each and every player to make their team proud by rising above any unsavory behavior by performing with dignity. Poor behavior will be brought to the attention of the board and will result in match bans and repeated offences may result in a member being asked to leave the club.

2. Starring Lists:

Despite the LCU starring rules it is the ACC ethos policy that all attempts should be made by captains to pick from their own pool of players. Specifically; the captain of the 2nd team should avoid picking regular 1st team players at the expense of a player who has yet to be given a chance to play for any team. This weakens the team in terms of skill levels but strengthens the club as a whole. Skill levels off the pitch are as vital to a thriving sports club. We play to win with the 11 that take the field but it is vital that every member be given a fair chance to participate and enjoy the game of cricket.

3. During games and at training it is expected that all players support their own team mates and never discourage, slag, belittle or demean a member of their own team.

4. Our ethos of widespread low cost inclusivity is made possible by compromises regarding staffing and funding. Consequently it is expected of all members to lend a hand at the start and end of each game or training session as directed by managers/captains. This allows the club to keep subscription fees at their current affordable level of under 50% of the cost of other cricket club subscriptions. It also encourages the community spirit that is such a core part of the club and avoids over dependence on individual members that has been the downfall of clubs in the past.

## 7. Appendix

### ACC roles and responsibilities

#### Honorary Secretary

- Fixtures
  - Schedule fixture for LCU, friendly, internal games
  - Keep members informed of upcoming fixtures
  - Fixture cancellation and communication
- Membership registration and maintenance
  - Register new members in website, yahogroups, facebook groups etc.,
  - Maintain existing member details and remove old and non-paying members
- Meeting minutes
  - Take minutes for board meeting, circulate and maintain minutes
- Club insurance
  - Ensure club and members are properly insured
- LCU liaising and relationship
  - Produce fixtures for teams liaising with other team secretaries
  - Communicate messages from LCU
- Team kit
  - Purchase and maintain kit for teams
  - Replace old ones
- Website maintenance
  - Update website for homepage, new initiatives, training, fund raising etc.,
- Event manager
  - Run cricket and social events
  - Conduct annual tournament

#### Treasurer

- Membership fee changes
  - Decide membership fee for various member types beginning of each season
  - Discounted membership fee and individual eligible for discount
- Collect membership fee
  - Collect fee from members, chase members not paid
  - Inform members not paid and trigger removal of membership if necessary
- Budget & income and expenditure
  - Present income and expenditure statements on demand and during AGM
  - Budget expenses for next year and allocate funds for different sub teams
  - Authorise any other expenditure for club purpose - pre-authorise expenses within a certain limit
- Pay dues and bills
  - Pay members for club expenses incurred
  - Pay bills, e.g., LCU fee, insurance fee
- Maintain accounts



- Maintain bill, invoice and receipt for all expenses
- Maintain Quotes for major expenses
- Maintain bank statement and balance sheet

#### **Cricket Development Officer**

- Facility development
  - Bring new playing and club facilities
  - Enhance existing facility
  - Liaise with Corkagh park grounds men for ongoing maintenance
- Fund raising
  - Enable and authorise fund raising events
  - Seek public grants
- Sponsorship
  - Work with potential sponsors and bring in new funds
- Media coverage
  - Liaise with media , send media reports
  - Bring media people to events

#### **Coach representative**

- Run training sessions
  - Run training sessions, work on team improvement
  - Attend coaching courses
- Player development
  - Individual player development, identify talented with individual, work on areas of focus and improvement
  - Bring in new innovative drills to improve technique
  - Ensure individual player satisfaction
- Team selection
- Team selection part of panel

#### **President**

- Conduct board meetings
  - Prepare agenda for meetings
  - Chair board meetings, assign actions and follow-up
  - Inform other board members of major developments outside, authorise and conduct ad-hoc board meetings
- Conduct AGM
  - Produce annual report including financial report
  - Circulate major agenda to be passed on AGM to all members
  - Conduct election as applicable
- Maintain relationship with external bodies
  - Liaise and maintain relationship with associated bodies including LCU, Cricket Ireland, South Dublin County Council etc.,
- Uphold club ethos
  - Uphold club ethos at all time
  - Resolve any major conflicts

#### **Youth cricket representative**

- Criteria
  - May be a playing member of the club or

- Parent of a junior member of the club or
- a member from the community who has specific interest in junior development, e.g. a teacher.
- The main duty of this role is to champion the cause of youth cricket
- Liaise with secretary and coach to bring in more games for juniors

Develop youth cricket in general

Community representative

- Criteria
  - May not be a member of the club
  - Could be someone from the community or from the county council or Cricket Ireland
  - With knowledge on Irish cricket and/or interest/insight into sports club development
- The main duty of this role is to bring in outsider view
- Identify new avenues of development for the club
- Integrating with the community and organise social events to promote club

**Captain**

- Detailed Captain task list now available separately

- Organise team
  - Pre-match preparation
  - Match day preparation and execution
- Team selection and Player involvement
  - Team selection along with the panel
  - Define role and set expectation for player in every game
  - Ensure every member is given appropriate opportunity
- Scorecards - internal and LCU
  - Update team scorecards at end of game
  - Scorecard in LCU website and club website
- Tea arrangement
  - Ensure appropriate tea arrangement for home game
  - Ensure member participation and contribution - maintain rota
- Travel arrangement
- Ensure proper travel arrangement is in place where applicable

**Youth cricket representative** – This may be a playing member of the club or parent of a junior member of the club or a member from the community who has specific interest in junior development, e.g. a teacher. The main duty of this role is to champion the cause of youth cricket, liaise with secretary and coach to bring in more games for juniors and develop youth cricket.

**Community representative** – This may not be a member from the club, but someone from the community or from the county council or Cricket Ireland with knowledge on Irish cricket and/or interest/insight into sports club development. The main duty of this role is to bring in outsider view, avenues of development for the club, working for the growth of the club.

**Female community representative** – This will be another community representative in the board which will be represented by a female member

**Disciplinary officer** – This role will look into all disciplinary matters arising.

**Team selection** – This role will oversee team selection process including starring changes

**Youth secretary** – This role will look into setting up all fixtures and providing more opportunities for youth growth and development