

**Hibernian FC Supporters Association  
and Club Constitution and Rules**



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# **Hibernian FC Supporters Association and Club Constitution and Rules**

## **1. The Name**

The Association shall be called the Hibernian FC Supporters Association (hereinafter referred to as The "Association.")

## **2. Objectives**

2.1 The Association exists to help, support and promote the interests of Hibernian Football Club.

2.2 To promote social inclusion and recreation amongst members of the Association.

2.3 To provide, maintain and manage premises of the Hibernian Supporters Association Club

2.4 No member of the Association or employees will discriminate on grounds of disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

## **3. Management of the Association**

3.1 The Association and its assets shall be managed on behalf of members by the Association Executive Council. The Council shall be elected by members and will consist of a Chairman, Vice Chairman, General Secretary, Assistant Secretary, Treasurer (THE TRUSTEES), together with a Registrar, Assistant Treasurer, Minute Secretary, and twelve ordinary members.

3.2 The Trustees shall have the authority to sell, lease, mortgage or pledge any Association property for the

purpose of raising or borrowing money for the benefit of the Association with consent of the Executive Council and Branch Delegates.

3.3 All property of the Association including land and investments shall be held by the Trustees for the time being in their own names, so far as necessary and practicable for the use of and benefit of the Association

3.4 The Executive Council shall have the powers to invest the surplus funds of the Association in any Trustees' Securities - such decisions will require a two-thirds majority of the Executive Council. All expenditure over the value of over £5,000 will be ratified by the Branch Delegates unless there are serious and mitigating circumstances to which a full report will be given at next meeting of branch delegates.

#### **4. Executive Council**

4.1 The Executive Council will hold monthly meetings where the business and affairs of the Association will be conducted including the election of Members. These meetings will be held seven days prior to Delegates Meeting, which will be held on the first Thursday of the month.

4.2 Members of the Executive Council are expected to attend all Executive Council meetings. At meetings of the Executive Council, eight members will form a quorum. Attendance at all meetings will be recorded by the Assistant Secretary.

4.3 The Executive Council shall not under any circumstances have the power to make monetary advances to any member of the Association.

4.4 The Executive Council may at any time suspend the rule authorising the introduction of visitors

4.5 The Executive Council will from time to time make such byelaws consistent with the Constitution and Rules as they think necessary for the well-being of the Association. These byelaws shall be binding on all members until withdrawn or suspended. A printed copy of the Constitution and Rules will be displayed clearly on noticeboards in the Association premises and be available via the Association's appropriate communication channels.

4.6 The Executive Council may delegate any of its powers to a subcommittee of its own members whose decision shall be ratified by the Executive Council and the Branch Delegates.

## **5. Branch Delegates**

5.1 All decisions by the Executive Council must be ratified by a majority of Delegates present at the Delegates Meeting prior to implementation

5.2 Each affiliated Branch will nominate one delegate to attend Delegates Meetings. Attendance at all meetings will be recorded by the Assistant Secretary.

5.3 All Delegates Meetings, will be held on the first Thursday of the month.

5.4 The Chairman or, if absent, the Vice-Chairman shall take the chair of all meetings and in the absence of both the meeting shall elect a Chairman from the members present. The Chairman shall only have a casting vote.

## **6. Office Bearers**

6.1 Trustees shall be elected for a period of three years and may stand for re-election at the Annual General Meeting (AGM). All other members of the Council shall be elected annually at the AGM.

6.2 No elected officer shall communicate outwith the Association or Hibernian F.C. any comments which could be injurious to either entity.

6.3 On the death, resignation, retirement or removal from office of a trustee or in the event of a Trustee ceasing to be a member of the Association, the Executive Council shall take steps to co-opt a member of the Association in their place as soon as possible until a new Trustee is elected at the Annual General Meeting.

6.4 All nominations for a position on the Executive Council or as an Officer must give notice, in writing through their Branch Secretary, to the General Secretary to that effect, at least 14 days before the Annual General Meeting. The names of applicants for positions of Officers will then be displayed clearly on noticeboards in the Association premises and publicised via the Association's communication channels, before the Annual General Meeting.

## **7. Annual General Meetings**

7.1 The Annual General Meeting will be held on the first Sunday in May or the next suitable Saturday or Sunday. There will be no Ordinary General Meetings that day.

7.2 The Chairman or, if absent, the Vice-Chairman shall take the chair of all Annual General Meetings and Extraordinary General Meetings and in the absence of both the meeting shall elect a Chairman from the members present. The Chairman, in the case of equality, shall have a casting vote.

7.3 Amendments to the Constitution and Rules must be handed to the General Secretary in writing at least 28 days before the date of General Meeting at which it is proposed to move the Amendments. The General Secretary will then circulate such Amendments to Members and through the Associations communication channels not less than 21 days before the date of the General Meeting. A simple majority will apply in all matters, with the exception of finance where two-thirds majority shall be required.

7.4 Every Full member aged 18 and over, Honorary member and Out of Town member will be allowed to attend Annual and Extraordinary General Meetings. Only members paying Full adult subscriptions are entitled to vote on all issues. Members paying Out of Town subscriptions are not entitled to vote at Annual or Extraordinary General Meetings.

7.5 Membership cards must be produced for admission to Annual or Extraordinary Meetings and Members must also

sign in. Members without cards will be admitted if vouched for by a member of their Branch.

## **8. Extraordinary General Meetings**

8.1 Extraordinary General Meetings shall be called by the General Secretary only if requested by at least fifty (50) members or two Branches. Members shall be notified at least 21 days before the date of such Extraordinary General Meetings with the date displayed on noticeboards in the Association premises and publicised via the Association's communication channels.

## **9. Accounts**

9.1 Correct accounts and records shall be kept showing the financial affairs of the Association.

9.2 The Treasurer shall submit financial statements to each monthly meeting of the Executive Council. Annual Accounts shall be drawn up to 31st January in each year and shall be properly prepared by a reputable firm of Chartered Accountants. A copy of such Accounts and previous Annual General Meeting Minutes will be made available to members, seven days prior to Annual General Meeting. A General Meeting of the members may request an audited account at any time.

## **10. Premises**

10.1 The Executive Council shall have the power to let any part of the Association premises with the exception of the Members Lounge and the Games room.

10.2 No member of the Association or any employee of the Association shall have any personal interest in the sale of alcohol liquor therein or profits arising from such sale.

10.3 The Chairman, Vice-Chairman and General Secretary shall be ex-officio members of all Committees excluding Disciplinary Meetings.

10.4 The Executive Council shall have power to co-opt members for special work, the said members having no vote on the Executive Council.

10.5 No members of The Association shall approach the Hibernian FC management or players re Association business unless authorised by the Executive Council.

## **11. Membership**

11.1 Every applicant for membership will be signed by two members of the Association as Proposer and Seconder, provided that such Proposer and Seconder have both been Full members of the Association for at least six months and the applicant has been personally known to them. Such applications for membership shall be signed and forwarded by the Branch Secretary for due consideration by the 14th of each month. All members of the Association shall be elected by the Executive Council. Each new member shall serve a six months probationary period.

11.2 The names and Post Codes of applicants proposed as members of the Association shall be displayed in a conspicuous place in the Association premises for at least one week before their election and that an interval of not

less than two weeks shall lapse between nomination and election of members.

11.3 Transfers between Branches will be approved mutually between Branch Secretaries. The Registrar shall be notified in writing of such transfers by the Secretary of the original Branch.

Juvenile members will be admitted to the Association on payment of the current Juvenile subscription fee. Applications forms for Juvenile memberships must be completed by the parent or guardian. The Branch Secretary will notify the Registrar when juvenile members reach the age of 18.

11.4 On the death of any member, the Branch Secretary will forward the name of the deceased to the Registrar.

11.5 Affiliation fees will become due on January 1st irrespective of when the member joined the Association. A member whose re affiliation fee is not paid by the last day in February shall cease to belong to the Association, although the Executive Council may reinstate him or her on receiving a reasonable explanation of the delay and provided the arrears are duly paid.

11.6 Joining subscriptions and re affiliation fees for all levels of membership (Full adult, Out of Town adult or Juvenile) will be proposed by the Executive Council and ratified by members at the Annual General Meeting.

11.7 The Executive Council may at any time suspend the rule authorising the introduction of new members.

## **12. Honorary Members**

12.1 The position of Honorary President of the Association is extended to all members who have, in the opinion of the general body of members, rendered outstanding service to the Association or non-members who have, in the opinion of the general body of members, rendered outstanding service to Hibernian Football Club.

12.2 Any nominee for Honorary President can only be elected at an Annual General Meeting. All nominations must be sent in writing to the General Secretary at 28 days prior to the Annual General Meeting and notified to members at least 21 days before Annual General Meeting with the date displayed on noticeboards in the Association premises and publicised via the Association's communication channels.

12.3 Any Member who on attaining the age of 65 years (male or female) and having been a member of the Association and paid the annual subscription for not less than five years, shall be entitled to Senior Membership and no further re affiliation fees will be due.

## **13. Member Suspension or Disqualification**

13.1 Any Member shall on ceasing to belong to the Association, by resignation or otherwise, forfeit all right to and claims upon the Association and its property and funds and shall not be entitled to have any part of their subscription for the current year returned to them. He or she shall not, however, be relieved of any liability due to the Association prior to he or she ceasing to be a member.

13.2 No ex member who has been expelled from membership shall be admitted to the Association premises as a visitor.

13.3 Any member introducing a visitor is responsible for their guest's conduct while within the Association premise and any member introducing a visitor whose conduct is objectionable to members shall be dealt with by the Executive Council.

#### **14. Complaints and Disciplinary Procedures**

14.1 All complaints shall be put in writing and sent to the General Secretary who shall place the complaint before the Executive Council.

14.2 If the conduct of a member shall, in the opinion of the Executive Council, be injurious to the character or detrimental to the interests of the Association, they shall have the power to call upon such a member to resign forthwith and the name of any such member shall be struck from the list of members, whereupon he or she shall cease absolutely to be a member, subject to appeal.

14.3 In the case of offences, a Disciplinary Meeting shall be called from which the General Secretary, Vice-Chairman and Treasurer shall absent themselves. Decisions shall be made by simple majority of the Executive Council present, subject to appeal.

14.4 Members subject to a Disciplinary Meeting will be able to appeal the decision of the Executive Council, with any appeal lodged to the General Secretary not more than 14 days after the decision is made known to the member.

14.5 The General Secretary, Vice Chairman and Treasurer will form the Appeal Committee. Their decision, based on simple majority, shall be final.

## 15. **General Rules**

15.1 Alcoholic liquor will only be supplied or sold on Association premises as is permitted by the current Licensing (Scotland) Act(s).

15.2 No member or visitor leaving the Association premises (including, but not limited to, members or visitors using the designated external smoking area) less than 15 minutes before the stated bar closing time shall be readmitted to the Association premises.

15.3 No notices, with the exception of those relating to Branch activity, shall be placed in any part of the Association premises except by the authority of the General Secretary.

15.4 Branch records will be made available to the General Secretary on request.



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