

CONSTITUTION OF
ST. VINCENT AND THE GRENADINES
RUGBY UNION



Effective July 13, 2015

Established 1998



**SVG RUGBY UNION
CONSTITUTION**

I. NAME: St. Vincent and the Grenadines Rugby Union (SVGRU)

II. PURPOSE AND OBJECTIVES

The objectives of SVGRU are:

- A. The main objective of SVG Rugby is to introduce, teach, and promote the game of rugby in St. Vincent and the Grenadines. We compete against other National Rugby Union teams in scheduled matches and tournaments.
- B. To promote and encourage the spread and development of rugby football in the North Windward region, including youth rugby, through a programme of schools TAG, Mini and Midi Rugby.
- C. To assist with national rugby tournaments between teams representing Member Clubs in conjunction with the SVGRU and other Member Clubs of the SVGRU.
- D. To assist with the visit of Representative Teams overseas in conjunction with the Governing Body or Local Union for Rugby in the places to be visited.
- E. Generally to do all such other acts and things as may seem to SVGRU to be convenient and/or conducive to the welfare of rugby within St. Vincent and the Grenadines.

III. LIABILITY

- A. There shall be no personal liability attaching to any Officer or representative for anything bona fide done or intended to be done in pursuance of any of the objects and the powers of THE SVGRU, and THE SVGRU shall not be liable for any act done by any SVGRU representative in excess of his/her authority.

IV. MEMBERSHIP

- A. Qualifications of Members:
 - 1. Union Members shall be Playing Members and non-Playing Members who pay Union dues. Members shall be entitled to vote as members of the Union. Members are also eligible to hold office in the Union and to chair or serve on Union committees, and shall receive all Union publications. Membership shall be open to all people regardless of race, religion, national origin, gender, sexual orientation or physical ability who wish to contribute to the objectives and purpose of the Union.
- B. The SVGRU shall nominate two persons who are residents of St. Vincent and the Grenadines to represent the SVG Rugby Union at Monthly Executive Meetings of the

SVGRU and any other meetings that the SVGRU requests the SVG Rugby Union to be present. At least one of the nominated persons should be present at each meeting.

C. The SVGRU shall produce written notice of their representatives to the Secretary of SVGRU before or at the commencement of each General Meeting

D. If during his/her term of office, any representative shall die, resign or otherwise become incapable of acting, or if his/her appointment shall be revoked by the Member which he represents, the member shall be at liberty to nominate another person to fill the vacancy provided always that the person so appointed shall retain his/her office so long only as the vacating representative would have done if no vacancy had occurred.

E. Voting Membership:

1. The Voting Membership is comprised of all Union Members.
2. The Voting Membership votes on the election of Officers and Captains.

F. Voting Rights:

1. Every Member shall be entitled to one vote in person or by proxy.

(a) *Voting by Proxy.* A Member may vote by proxy. Every proxy shall be executed in writing by the Member and filed with the Secretary of the Union. Voting by proxy is done on an election-by-election basis with no proxy surviving beyond the conclusion of the election in question.

G. Fees and Dues:

1. Dues for Members shall be established from time to time by the Board. Dues of \$5 must be paid at the end of every month, or must satisfy any payment plan established by the Board unless special financial arrangements are made with the Treasurer. If a Member is in arrears in payment of dues, he/she shall forfeit the right to vote, serve as an officer, and to play rugby in regular matches until the dues arrearage is cured.
2. Except as otherwise provided by the Board, dues are not refundable.

H. Nontransferable:

1. Membership in the Union is not transferable to another member of the organization.

I. Expulsion; Suspension; Probation:

1. Members may be expelled from membership, have their membership suspended, or be placed on probation by the Board for cause by vote of that number of Officers constituting a majority of all Officers on the Board (notwithstanding that action by the Board may be taken by majority of a quorum in other circumstances). For any cause other than non-payment of dues, expulsion, suspension, or probation shall occur only after the member complained against has been given written notice of the complaint lodged against him/her and of a time and date when such complaint shall be considered by the Board, and such person has been given an opportunity to present

a response to the complaint during said meeting. "Cause" shall include, but not be limited to, conviction of a felony or other conduct that the Board reasonably finds to be detrimental to the Union.

2. A Member who has been expelled may appeal to the Membership to overrule the decision of the Board with respect to his/her expulsion at the next scheduled regular meeting of the Union, providing that a written notice of intent to appeal is provided to the President at least ten (10) days in advance of the meeting.

J. Reinstatement:

1. Any former Member whose membership has been terminated for any reason except for expulsion may be considered for reinstatement upon submission of a new application for membership, accompanied by a reinstatement fee as determined by the Board. Dues shall be charged from the effective date of such reinstatement.

V. OFFICERS

- A. The Officers of the Union shall consist of a President, a Vice President, a Secretary, Assistant Secretary, a Treasurer, a Union Coach, a Public Relations Officer, a U19 Public Relations Officer, a Sponsorship Director, a Team Manager, a League Coordinator, and a Union Captain for each team, all of which will form the executive committee. All Officers will be elected for a period of two (2) years. In the case of any vacancy occurring in any office, a successor to fill the un-expired portion of the term may be elected by the Executive Committee.
- B. Each officer will be on a three (3) month probation period from the beginning of the election date. Each shall receive in writing their job role and responsibilities and if these aren't met the committee shall choose another person to fill the vacancy until the end of the former individual's term of office.
- C. The Executive Committee may employ from time to time, such employees and/or agents, as it shall deem necessary, each of whom shall hold office at the pleasure of the Executive Committee, and shall have authority to perform such duties and receive such remuneration as the Executive Committee may from time to time determine.
- D. If during his/her term of office, any Officer should die, resign or otherwise become incapable of acting, the other Officers of the Union shall choose another person to fill the vacancy until the end of the former individuals term of office.
- E. The expenses of the President and other Officers of SVGRU, in carrying out their duties shall be defrayed out of the funds of SVGRU. However when attending meetings called by the SVGRU, the expenses of members will be paid for by the SVGRU.
- F. Elected Political Positions:
 1. The Full Voting Membership shall elect a Board as provided under the Sections below.

2. The Board shall be in charge of the running, administration, and organization of the Union.
3. Members of the Board have the authority and right to vote at Board Meetings, and therefore the members of the Board are considered the “political” figures of the Union.
4. *Number.* The Officers of the Union shall include a President, a Vice President, a Secretary, a Treasurer, a Coach, a Union Captain, a Public Relations Officer, and a Team Manager.
5. *Qualifications of Officers.* The officers shall be persons who have held membership in the Union for at least one full year.
6. *Election and Term of Office.* The initial officers of the Union shall hold office until the Annual General Meeting. The officers of the Union shall be elected by the Full Voting Membership at the Annual General Meeting. Except for those officers elected prior to the first Annual General Meeting, each officer shall hold office for two (2) years and until the expiration of the term for which he/she was elected and until his/her successor has been elected and qualified, or if earlier, his/her death, resignation, or removal.
7. *Procedure for Nomination of Candidates for Officer.*
 - (a) The chair of the meeting shall:
 - a. Announce at the meeting of Members the number of officers to be elected at the meeting,
 - b. Declare that the nominations of candidates for election as officers are open, and
 - c. Call for nominations from the floor. Nominations may be made by any Member or his/her proxy who is entitled to vote at the meeting and who is present at the meeting in person. Nominations need not be seconded. After nominations have been made, the chair of the meeting shall on motion, declare the nominations closed, and thereafter no further nominations may be made.
 - (b) The President may also solicit written nominations to be given to him/her before the start of the meeting of Members for the election of officers. Written nominations may be sent to the President by any Member, or given to the President by the Member’s proxy who is entitled to vote at the meeting and who is present at the meeting in person. Such nominations will be announced at such meeting after the chair of the meeting has declared that the nominations of candidates for election as officers are open, and before the chair calls for nominations from the floor. Written nominations need not be seconded. After

nominations have been made, the chair of the meeting shall on motion, declare the nominations closed, and thereafter no further nominations may be made.

8. *Removal of Officers.*

(a) By the Board. If in the opinion of the other Directors, an Officer is believed to be unable to continue in office for any cause such as, but not limited to poor health, failure to attend meetings and/or malperformance of duties, said Officer shall be notified by the Board in writing of this belief and invited to a hearing. After such hearing, a vote will be taken of the Board regarding whether to request resignation of the officer. A majority vote of all the Directors present is necessary to request resignation. If resignation is requested, the Officer must resign.

(b) By the voting Members. Any Officer may be removed from office without assigning any cause, by a majority vote of the Members entitled to elect officers at any meeting of the Members. In the event that any Officer is removed, the vacancy may be filled by the Members entitled to elect officers at the same meeting.

(c) Removal as an Officer shall also constitute removal as a Director.

9. *Resignations.* Any Officer may resign at any time by giving written notice to the President, or if the President is resigning, then such notice shall be given to the Secretary. The resignation shall be effective upon its receipt or at such subsequent time as may be specified in the notice of resignation.

10. *Probationary Period and Monitoring.* The Probationary Period, consisting of a three (3) month period, shall be used to ensure that the elected officer is qualified to perform the roles and responsibilities of their position. The Officer will be monitored and evaluated to ensure satisfactory contribution to the overall organization, management and development of the Union. Unsatisfactory performance and/or unsuitable Officers should be removed from the Board and will be replaced by a vote of the Members within one (1) month of removal. Officers will be subject to periodic monitoring and evaluation throughout their term of service to the Union.

11. *The President.* President shall be the chief executive officer of the Union and shall have general supervision over the business and operations of the Union, subject to the control of the Board. The President shall execute in the name of the Union, contracts, and other instruments authorized by the Board, except in cases where the execution thereof shall be expressly delegated by the Board to some other officer or agent of the Union. In general, the President shall perform all duties incident to the office of the President and such duties as may be assigned by the Board. The President shall preside over all General Membership meetings and Board meetings.

12. *The Vice President.* In the absence or disability of the President, or when so directed by the President, the Vice President may perform all the duties of the President, and, when so acting, shall have all the powers of, and be subject to all the restrictions upon, the President. If he/she is unable to attend, he/she is responsible for finding a

team member to go in his/her absence. The Vice President shall perform such other duties as may be assigned by the Board or the President.

13. *Assistant Vice President(s)*. The Assistance Vice President(s) shall serve the Board in an advisory role providing valuable insight and guidance in the overall operation of the Union where necessary. The Assistant Vice President(s) shall be a resource point for the Union as well as providing guidance and support to the Executive Board Officers.
14. *The Secretary*. The Secretary shall attend all meetings of the Board and of the Members. The Secretary shall record all votes of the Members and of the Board, and the minutes of the meetings of the Members and of the Board in a book or books to be kept for that purpose. The Secretary shall see that required notices of meetings of the Board and Members are given and that all records and reports are properly kept and filed by the Union. The Secretary shall also generate and distribute a current Union mailing list each year. He/she, in collaboration with the PRO, shall maintain an up-to-date record of game data including photos, films, news clippings, and other written commentary, if any. In general, the Secretary shall perform all duties incident to the office of Secretary and any other duties as may be assigned by the Board or the President. The Secretary is the Officer Liaison for the Recruiting Chair and the Web Master.
15. *The Assistant Secretary*. In the absence or disability of the Secretary, or when so directed by the Secretary, the Assistant Secretary may perform all the duties of the Secretary, and, when so acting, shall have all the powers of, and be subject to all the restrictions upon, the Secretary. The Assistant Secretary shall perform such other duties as may be assigned by the Board or the President.
16. *The Treasurer*. The Treasurer shall have custody of Union funds and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Union. The Treasurer shall have full authority to receive and give receipts for all money due and payable to the Corporation, including the billing and collection of dues, and to endorse checks in its name and or its behalf and to give full discharge for the same. The Treasurer shall deposit all funds of the Union, except such as may be required for current use, in such banks or other places of deposit as the Board may designate. The Treasurer shall submit financial records to the Board for auditing once a year and shall present a treasury report at the Annual General Meeting. In general, the Treasurer shall perform all duties incident to the office of Treasurer and any other duties as may be assigned by the Board or the President. The Treasurer is the Officer Liaison for the Sponsorship Director, Fundraising Chair and the Web Master.
17. *The Team Manager*. The Team Manager shall attend all meetings of the Board and of the Members. The Team Manager shall be responsible for all teams, including Men's, Women's and Youth club teams. This includes keeping records of attendance and performance, discipline of all teams, organizing trainings and games and is

responsible for managing equipment and fields and/or appointing an appropriate person to manage equipment and fields. The Team Manager shall be responsible for promoting fair play, team standards and codes of conduct. In conjunction with the Coach and the Captain, the Team Manager will comprise the Selection Committee, which will be responsible for selecting players for competition games and travel. The Team Manager shall be responsible for making sure all players are registered before the match by obtaining all appropriate information from each player. The Team Manager is the Officer Liaison for the League Coordinator.

18. *The Coach.* The Coach shall attend all training sessions. The Coach shall be responsible for planning and executing safe and effective training sessions. In conjunction with the Team Manager and the Captain, the Coach is responsible for building team spirit and encouraging participation and retention of players. The Coach shall be responsible for developing individuals' skills, confidence and fitness. The Coach shall be responsible for promoting fair play, team standards and codes of conduct. In conjunction with the Team Manager and the Captain, the Coach will comprise the Selection Committee, which will be responsible for selecting players for competition games and travel.
19. *The Captain.* The Captain is responsible for the respective teams (Male and Female) in terms of building team spirit, promoting fair play, team standards and codes of conduct. In conjunction with the Coach and the Team Manager, the Captain will comprise the Selection Committee, which will be responsible for selecting players for competition games and travel. The Captain shall be responsible for arranging for the team kits to be washed and returned to the Secretary after matches.
20. *Public Relations Officer.* The PRO is responsible for managing the Union's reputation. The PRO shall use all forms of media and communication, including but not limited to: print-newspapers and newsletters; web-Facebook, websites, blogs, Youtube, television, etc., to build, maintain and manage relationships with the public, other organizations & the media. The PRO is responsible for organizing and executing community outreach events. The PRO works closely with the Secretary to procure all necessary records that need to be disseminated to the public concerning the Union.
21. *U19 Public Relations Officer.* The U19PRO is responsible for managing the U19 Union's reputation. The U19PRO shall use all forms of media and communication, including but not limited to: print-newspapers and newsletters; web-Facebook, websites, blogs, YouTube, television, etc., to build, maintain and manage relationships with the public, other organizations & the media. The U19PRO is responsible for organizing and executing community outreach events. The U19PRO works closely with the PRO and the Secretary to procure all necessary records that need to be disseminated to the public concerning the Union.

22. *Sponsorship Director.* The Sponsorship Director shall organize means to raise money using a certain allotment budgeted by the Board. The Director shall oversee the Sponsorship/Fundraising program for the year. Should he/she appoint a committee the members of the committee would work under the Sponsorship Director on the Sponsorship/Fundraising programme. The Sponsorship/Fundraising program shall include, but is not limited to, the pursuit of corporate sponsorship, the receipt of corporate or other business donations to the Union, and any other legal means to raise funds for the Union. He/she shall report primarily to his/her Officer liaison, the Treasurer, and secondarily to the President.
23. *League Coordinator.* The League Coordinator shall collaborate with the Team Manager to plan, prepare and organize league matches; keep score and records including details of tries scored. He/she shall report primarily to his/her Officer Liaison, the Team Manager, and secondarily to the President.
24. *Youth Programme Coordinator.* The Youth Programme Coordinator shall plan, prepare and execute quality youth programmes, including but not limited to, the World Rugby “Get Into Rugby” programme, summer camp, and other activities aimed at attracting new members. The Youth Programme Coordinator is responsible for assisting with the development of a youth rugby player pathway and other aspects related to youth rugby program development. The Youth Programme Coordinator is responsible for overseeing the implementation of the “Get Into Rugby” programme, ensuring proper reporting, collaborating with coaches to execute the programme and maintain control over the programme at all times. He/she shall report primarily to the President.

G. Appointed Positions:

1. Appointed Positions may be held by Members only unless otherwise authorized by the Board.
2. An individual is appointed in the above-described positions by a majority vote of the Board.
3. Such individuals do not sit on the Board, and serve at the pleasure of the Board. The Board may revoke any appointment at any time.
4. Such individuals do not have the right or authority to vote at Board Meetings, and are therefore considered non-political figures.
5. *Recruiting Chair.* The Recruiting Chair shall organize a campaign to maintain a steady and healthy influx of new recruits from year to year. He/she shall oversee the Recruiting Committee, which shall be in charge of overseeing the Recruiting program. The Recruiting program shall include, but is not limited to: correspondence to potential members via the Newspaper, TV, or other media; the organization of periodic poster drives; the organization of Union information packets, and the running

of Rugby Clinics. The Recruiting Chair shall report primarily to his/her Officer liaison, the Secretary, and secondarily to the President.

6. *Union Webmaster.* The Union Webmaster shall be responsible for maintaining and updating the website for the Union. He/she will have access to any webpage software owned by and licensed for the Union, and shall use said software solely for the Union, and not for personal use. He/she shall report primarily to his/her Officer liaison, the Secretary, and secondarily to the President.

H. Non-Political Elected Positions:

1. The Limited Voting Membership shall elect individuals to serve in the following positions.
2. Non-political elected positions may be held only by Members as specified above.
3. Such individuals do not sit on the Board.
4. Such individuals do not have the right or authority to vote at Board Meetings by nature of their position on the Selection Committee, and are therefore considered “non-political” figures.

(a) **Selection Committee.**

- (i) The Selection Committee shall choose a team for each game.
- (ii) The Selection Committee shall consist of the Coach, the Captain, and the Team Manager and will determine the team roster based on ability, attendance, and any other conditions the Committee deems necessary.
- (iii) Only those individuals who are Members, and who have been nominated in accordance with the provisions outlined in Section IV.A.1 and Section V.E. are eligible to serve on the Selection Committee as Captains.
- (iv) The Captains are each elected by the Membership at the beginning of each AGM, for a term of one year.
- (v) The Selection Committee shall, before the first game of each season, establish a written policy, which will outline the criteria needed to be met by each Playing Member in order to be eligible for selection. Such criteria shall include, but shall not be limited to, payment of dues and attendance at practices. The policy (the “Selection Criteria”) will be attached to this manual as Appendix A.

VI. MEETINGS:

- A. The Annual General Meeting of the SVGRU shall be held at such time and in such territory as shall be deemed most convenient by a majority of the Officers of the SVGRU and no more than 14 months shall elapse between one Annual General Meeting and the next.

B. The business to be considered at the Annual General Meeting shall be as follows:

1. To receive the report and the accounts of the Union for the previous 30th April financial year-end.
2. To elect the Officers of the Union.
3. To appoint an Auditor.
4. To amend the rules or bylaws if necessary.
5. To transact any other necessary or relevant business.

C. Meetings of Officers:

1. *Place of Meetings.* Meetings of the Board may be held at such place as the Board may appoint or as may be designated in the notice of the meeting.
2. *Annual General Meeting.* Immediately after each annual election of officers and Directors, the Board shall meet without prior notice at the place where such election was held, or at any other place and time designated in a notice given as provided in Section 11.1 for the transaction of business properly brought before the meeting.
3. *Regular Meetings.* Regular Meetings of the Board may be held at such place and time as shall be designated by standing resolution of the Board. At such meetings, the Directors shall transact business as may properly be brought before the meeting. Meetings of the Board shall happen no less frequently than once a month and shall be announced and open to the general membership. Formal written notice need not be given for such meetings.
4. *Special Meetings of the Board.* Special meetings of the Board may be called by the President or by any Director and shall be held at such time and place as shall be designated in the call for the meeting. Five (5) day's notice of any special meeting shall be given to each Director in writing pursuant to Section 11.1 or by telephone. Such notice shall state the time and place of such special meeting but need not state the purpose of the special meeting.
5. *Order of Business.* The order of business for all Executive Board and General Meetings shall be; 1) call to order, 2) reading of minutes, 3) reports of officers, appointees, and committee chairs, 4) unfinished business, 5) new business, 6) open floor, 7) adjournment.

6. *Quorum.* A majority of Directors shall constitute a quorum for the transaction of business. The acts of a majority of the Directors present at a meeting at which a quorum is present shall be the acts of the Board.
7. *Participation in Meetings.* Directors Must make an effort to meet in person, however, if that is not possible, a last alternative is that those who cannot attend may participate in a meeting of the Board or a committee thereof by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other.
8. *Organizing.* Every meeting of the Board shall be presided over by the President, or in the absence of the President, the Vice President, or in the absence of both the President and Vice President, a chair chosen by a majority of the Directors present. The Secretary, or in his/her absence, a person appointed by the chair, shall act as secretary.
9. *Consent of Directors in Lieu of Meetings.* Any action which may be taken at a meeting of the Directors may be taken without a meeting if a consent or consents in writing, setting forth the action so taken, shall be signed by all Directors and filed with the Secretary of the Corporation.
10. *Special Meetings of Members.* Special meetings of members may be called at any time by the President, the Board, or Members entitled to cast at least 10% of the votes, which all Members are entitled to cast at the particular meeting. Upon written request of any person entitled to call a special meeting, the President shall (a) fix the date and time of the meeting, and (b) give notice thereof. If the President neglects or refuses to fix the meeting date or give notice, the person or persons calling the meeting may do so.
11. *Overrule of Board.* Members have the right to overrule the Board. To do so, it is required that a substantial number of Members voice a request for a meeting to deal with the question of overrule. The submitted request can refer to only one Board decision. In order to overrule a Board decision, a two-thirds majority of the Membership present at the meeting must pass the action.

VII. DECISIONS

- A. All decisions whether at a meeting or by correspondence shall be by a simple majority vote of Officers.

VIII. MEETING MINUTES

- A. Minutes of all General meetings and meetings of the Officers of the Union will be taken and filed in Dropbox maintained by the Secretary/Treasurer for that purpose and all resolutions passed by correspondence shall be duly entered by the Secretary/Treasurer. All minutes and resolutions duly entered and confirmed shall be receivable as prima facie evidence of the matters stated in such minutes or resolutions.

IX. FINANCES

- A. Member and Associate members shall pay to the Secretary/Treasurer of The SVGRU on or before 30th April in each year respective annual affiliation fee or a subscription as the SVGRU may from time to time determine. While such affiliation fee or subscription remains unpaid players from the territory whose Member is in default may, in the absolute discretion of The SVGRU, be deemed ineligible to participate in Inter-Island competitions or any representative Games and such Member shall lose the right to vote at General Meetings.
- B. The SVGRU may from time to time make such levy on members as it may deem necessary for the purpose of financing meetings of The SVGRU, Inter-island tournaments and Representative Games either within a Member Territory or overseas.
- C. The SVGRU shall have power to borrow money from their bankers or from any other source whatsoever upon such terms as it shall deem fit with power to create a charge or charges on the assets of The SVGRU and for this purpose the President and Secretary/Treasurer are empowered to negotiate such loans after approval in General Meeting and to execute any document for that purpose which shall be binding on The SVGRU.
- D. All liquid moneys the property of The SVGRU shall be deposited in a bank or banks nominated by The SVGRU in the name of The SVG Rugby Union and all cheques for the moneys shall be signed by the Secretary/Treasurer and one other person nominated by the officers of The SVGRU from time to time.
- E. Profits:
 - 1. Any Union profits shall go to the Union treasury.
 - 2. Profits may result from:
 - (a) The sale of items bearing the name of the Union, or any of its abbreviated names (including but not limited to: SVGRU, SVG RUGBY, etc) or bearing the Union symbols or logo;
 - (b) Monies generated through the Union's webpage associations;
 - (c) Monies generated through corporate sponsorship;
 - (d) Donations or contributions;
 - (e) Monies generated from tournaments, clinics, camps, etc.; or
 - (f) Any other monies generated from other Union fundraising efforts.

X. TRUSTEES

- A. Surplus funds may be invested in such Investments as the Members of The Union may from time to time determine and such investments shall be held in trust for the SVGRU by a Trust Corporation or by two trustees specifically appointed by The SVGRU for such purpose.

XI. ACCOUNTS AND AUDIT

- A. The books and accounts of The SVGRU shall be audited annually by the Auditors appointed by the Union and accounts shall be presented annually or at any Special General meeting.

XII. UNION SYMBOLS

A. Uniforms:

- 1. The Union uniform or “kit,” is comprised of a yellow Union jersey, green Union pants, and blue socks.
- 2. All kits are the property of the Union.

B. Union Logos:

- 1. The Union logos consist of the SVG National Bird The Amazona Guildingii as well as the red or blue round logo with the SVG National Flag and rugby balls. They may be adapted for promotional reasons, and may be used by the Union as a promotional image.

C. Trophies:

All trophies won by the team shall reside with the President and shall be turned over to his/her successor at the end of his/her term.

XIII. CONSTITUTION AMENDMENT & FORMAT

A. Amendment:

- 1. Any amendment to the Policy and Procedure may be proposed at any General Membership or Board Meeting. If the proposal is passed by the Board, it shall be adopted at any one of the three General Meetings if passed by a 2/3 majority vote.

B. Format:

- 1. The Constitution will be re-written periodically to include current sections and recent amendments and to remove inoperative clauses.

XIV. RATIFICATION

A. Annual Ratification:

- 1. There will be a general meeting at which eligible members will vote on the ratification of the constitution.
- 2. Eligible members are defined as members of the Union who meet all qualifications established in Section IV and are present at the meeting.
- 3. A 2/3 vote of eligible members is required for ratification.

XV. DEFINITIONS

A. **Definitions:** In this constitution and any rules made hereunder, unless the context otherwise requires, the words shall bear the meanings set opposite to them.

1. “Annual General Meeting” means the General Meeting held within the first three months of the new year, at which election for the new Officers takes place pursuant to Section VI.
2. “Assistant Secretary” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.15.
3. “Assistant Vice President(s)” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.13.
4. “Board” means the Officers of the Union as set forth in Section V, comprised of the following Officers: President, Vice President, Secretary, Treasurer, Coach, Captain and Team Manager.
5. “Board Meeting” means a meeting held by the Board as provided under Section VI.C.4.
6. “Constitution” means this governing document, the Constitution of the Union.
7. “Union” means the SVG Rugby Union.
8. “Union Captain” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.19.
9. “Union Coach” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.18.
10. “Union Webmaster” means that individual, if any appointed by the Board to serve in the capacity as set forth in Section V.G.7.
11. “General Meeting” means a meeting held by the Membership as provided under Section VI.
12. “Governing Body” means The St. Vincent and the Grenadines Rugby Union (SVGRU).
13. “Investments” means Real property, mortgages, government bonds, stocks, or shares and such other investments as permitted to trustees under the laws for the time being in force in England.
14. “League Coordinator” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.23.

15. “Member” means an individual who has satisfied the requirements of Membership as set forth in Section IV.
16. “Member Club” means A Club officially recognized as a Member Club of the SVGRU by the Board of the SVGRU.
17. “Membership” means the group of individuals who meeting the requirements of Membership set forth in Section IV.
18. “Officer” means an individual serving on the Board as set forth in Section V.
19. “National Team” means a team composed of players from all Member Clubs within the SVGRU.
20. “Playing Member” means a Member who regularly participates in practices and games for the Union. A Playing Member may also include a Member who is not currently participating in practices or games for the Union due to injury.
21. “President” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.11.
22. “Public Relations Officer” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.20.
23. “Representative” means an Officer, Member, employee or other agent of the Union.
24. “Representative Game” means a game played by a Representative Team.
25. “Representative Team” means a team composed of players of the SVG Rugby Union and competing officially in tournaments under the auspices of the SVGRU.
26. “Secretary” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.14.
27. “Team Manager” means that individual elected by the Membership to serve in the capacity set forth in Section V.F.17.
28. “Treasurer” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.16.
29. “Vice President” means that individual elected by the Membership to serve in the capacity as set forth in Section V.F.12.
30. “Youth Programme Coordinator” means that individual elected by the Membership to serve in the capacity as set forth in Section V.G.24.

Words importing the singular number only shall include the plural number and vice versa.

Appendix A: Selection Committee Criteria

The Selection Committee is comprised of the Team Manager, Union Coach and the respective Union Captain depending on whether the match is men's or women's.

The selection of the team will be based on the following criteria and is subject to the Selection Committee's discretion:

- Attendance and Punctuality-has the Union member been coming consistently and on time to training sessions?
- Performance-how has the Union member been performing at training sessions? What is their fitness level?
- Union Membership-has the Union member been contributing regularly to training fees?
- Discipline and Behaviour-how does this Union member conduct themselves on and off the rugby pitch?
- Active Participation-has the Union member been participating in fundraising, community outreach, and recruitment events?

Amended and Restated, Effective July 17, 2015

Signed

President of the SVGRU

Vice President of the SVGRU

Secretary of the SVGRU