



THE OFFICIAL LIVERPOOL SUPPORTERS CLUB - COUNTY DONEGAL BRANCH -

(Affiliated to the Official Liverpool FC Supporters Club, Anfield Road, Liverpool)
www.lfcdonegal.com

OFFICIAL CONSTITUTION AND CLUB RULES

ARTICLE 1 - NAME

The name of the organization shall be The Official Liverpool Supporters Association, Donegal Branch, hereinafter to be known as The Liverpool Supporters Club, Donegal Branch

ARTICLE 2 - OBJECTIVES

The objectives of The Liverpool Supporters Club, Donegal Branch are to organize and unite supporters of Liverpool FC Supporters within the Co Donegal area. The club shall be a non-sectarian organization.

ARTICLE 3 - AFFILIATION

The Liverpool Supporters Club, Donegal Branch shall affiliate with the Association of the International Liverpool Supporters Club who shall act as its sole representative to Liverpool Football Club.

ARTICLE 4 - ORGANIZATION

The Liverpool Supporters Club, Donegal Branch shall be composed of members and managed by an executive committee.

ARTICLE 5 – MEMBERSHIP

Membership of The Liverpool Supporters Club, Donegal Branch shall be open to all supporters of Liverpool Football Club. The committee has the right to close membership at their will for any given year if it feels the decision to be appropriate. The committee reserves the right to deny membership if it feels the decision to be appropriate.

ARTICLE 6 - MEMBERSHIP FEES

1. Annual membership fees shall be set by the committee and approved and adopted at each Annual General Meeting.
2. All applications will be ratified at the next branch meeting. (By ratification, the branch secretary will provide all members present at the meeting with the name and address of all those that applied for membership during the time since the previous meeting. The applicant's details will also be published on our branch website. Any member present that has any objections with any applications has the right to raise their objection at the meeting. The meeting will decide whether to reject any applications)
3. Reduced membership fee for Children (under 16) to apply only in cases where there is already an associated Adult (friend or relative) registered as a branch member (Added AGM 2009)

ARTICLE 7 – MEMBERSHIPS AND RENEWALS

- 7.1 Any individual wishing to renew membership to The Liverpool Supporters Club, Donegal Branch shall submit their completed application form after the membership fee has been approved and adopted at the Annual General Meeting. A time limit for the submission of completed application forms may be approved and adopted at the Annual General Meeting. Failure to comply with this decision on the part of any individual may result in membership being denied or a fine being imposed
- 7.2 All new member applications and applications for renewal must be received before 31st January each season. No applications will be received after this date. (Added AGM 2009)
- 7.3 All memberships will expire on 31st May each season and will be due for renewal after the AGM each season (Added AGM 2009)

ARTICLE 8 - ANNUAL GENERAL MEETING

A) The Annual General Meeting of The Liverpool Supporters Club, Donegal Branch shall be held on a convenient date prior to the commencement of the Premiership. The committee shall decide the actual date.

B) All members shall receive fourteen (14) days notice of the date, time and location of the Annual General Meeting. Only members of the Liverpool Supporters Club, Donegal Branch will be invited to attend club's AGM

C) Order of business at the Annual General Meeting.

1. Chairperson's welcome address
2. Minutes from previous AGM
3. Matters arising
4. Outgoing Chairperson's report
5. Outgoing Secretary's report
6. Outgoing Treasurer's report and Financial Statement
7. Election of Pro-term Chairperson
8. Election of Chairperson
9. Election of Vice-Chairperson
10. Election of Secretary
11. Election of Assistant Secretary
12. Election of Treasurer
13. Election of Assistant Treasurer
14. Amendments to club constitution

The executive committee will decide the order of business for the AGM (Modified AGM 2009)

ARTICLE 9 - SPECIAL GENERAL MEETING

A) The committee may call a Special General Meeting by its own motion

B). All members will be notified if the committee requests such a meeting.

C). Only the business for which a Special General Meeting has been called will be dealt with, except with the unanimous consent of the members present.

ARTICLE 10 - QUORUM

A majority of the member's votes shall form a quorum at all general meetings.

ARTICLE 11 - VOTING

A). Those who shall be qualified to vote and take part at General Meetings of The Liverpool Supporters Club, Donegal Branch Shall be members of The Liverpool Supporters Club, Donegal Branch.

B). At all meetings of The Liverpool Supporters Club, Donegal Branch voting shall be carried out by a show of hands. Decisions shall be made by a simple majority of the member votes present. The vice-chairman shall count votes.

C). The chairman shall have a casting vote only.

D). Members of the committee shall have a voice but no vote at a General Meeting.

E). Members of the committee shall sit in attendance while voting by members takes place.

ARTICLE 12 - EXECUTIVE COMMITTEE

12.1 The business of The Liverpool Supporters Club, Donegal Branch shall be carried out by an executive committee which shall be comprised of the following positions.

- Chairperson
- Vice Chairperson
- Secretary
- Assistant Secretary
- Financial Administrator
- Treasurer
- Assistant Treasurer(s) x 2
- Membership Secretary

12.2 The election of these persons shall be done by a show of hands at The Annual General Meeting

12.3 Meetings of the committee shall be held at the call of the chairman or on the request of the majority of members

12.4 The executive committee have the authority to introduce new positions and co-op new members where required. Members may be proposed and elected by a show of hands at an EGM

12.5 To be eligible for election to the Executive Committee, all nominees must have attended a minimum of 2/3 (two thirds) of branch meetings during the previous season

12.6 Nominations for election to the executive must be submitted in writing by a date that will be specified by the existing committee

ARTICLE 13 - DUTIES OF THE EXECUTIVE COMMITTEE

- A) The Chairman shall chair all meetings of The Liverpool Supporters Club, Donegal Branch and will have a casting vote only.
- B) The Vice-Chairman shall be the senior committee member next to the Chairman of the Committee. They shall chair all meetings in the Chairman's absence.
- C) The Secretary shall be responsible for all corporate affairs.
- D) The Chairman shall have the right to delegate other business among his committee members if he so desires.

ARTICLE 14 - EXPULSION Any member of The Liverpool Supporters Club, Donegal Branch who through their actions or behavior brings the name of The Liverpool Supporters Club, Donegal Branch or the name of Liverpool FC into disrepute will face immediate expulsion. Any member who is expelled will not be considered for future application.

ARTICLE 15 - AMENDMENTS TO CONSTITUTION

- 15.1 All proposed amendments to the constitution shall be forwarded in writing to the Chairman of The Liverpool Supporters Club, Donegal Branch no later than seven (7) days prior to an Annual General Meeting
- 15.2 Amendments to the constitution will require a simple majority of the member votes present
- 15.3 In the event that a member wishes to propose a rule change and/or nomination for a vacant position on the committee before an AGM, he/she may request that the committee call a SGM (Special General Meeting). The committee reserves the right to decline the request. In the event that a SGM is held, all proposed rule changes can be passed with a simple majority (Added AGM 2009)

ARTICLE 16 –SUPPORTERS CLUB BASE

The Liverpool Supporters Club, Donegal Branch shall carry out all club businesses from a local licensed premises. If for any reason on the part of any individual who is in the membership of The Liverpool Supporters Club, Donegal Branch there is an altercation in the designated premises, then the person / persons' in charge of the premises shall reserve the right to refuse admission. This decision on the part of the licensee will also warrant immediate expulsion from The Liverpool Supporters Club, Donegal Branch. The committee will not accept further application by such an individual.

ARTICLE 16 – BRANCH TRIPS

1. Those who travel on official club trips must be club members at date of closure
2. When trips are planned members must have money paid by date set by committee.
3. Places on official branch trips will be sold on a first come first served basis to members only. All trips will be advertised with a closing date for accepting trip applications and the committee will sign and date each application received. In the event that demand exceeds supply and several applications are received on the day that the remaining place is sold, the branch will revert to article 17.10 for resolution. All applications must include the correct remittance (or have sufficient funds lodged with the club). All deposits received for trips will be non refundable unless the reservation can be reallocated to another member that wishes to travel
4. If attendance is not the issue then a ballot of tickets will be conducted
5. When traveling all members must adhere to O.L.S.C rules, to whom The Liverpool Supporters Club, Donegal Branch is affiliated to
6. Any member failing to comply with The Liverpool Supporters Club, Donegal Branch constitution, which has being approved by the O.L.S.C, will be held accountable by committee and may face expulsion
7. Any member, having been granted a place on a branch trip that is no longer able to travel must notify the branch secretary in writing
8. Payment requests will be issued to all those that are found to be in arrears on their member accounts. Any member whose account is still in arrears 1 month later will be referred to the executive committee for disciplinary action (Added AGM 2009)

ARTICLE 17 – MATCH TICKET APPLICATIONS

1. Applications for match tickets will not be accepted after the closing date for that fixture. These dates are listed to ensure the branch can process all applications received in a timely manner so that the branch application is lodged with the ticket office on time. The branch secretary will sign and date each application received
2. For all other fixtures (Champions League, UEFA Cup, Carling Cup and FA Cup), due dates will be announced ASAP after the fixture date has been confirmed.
3. Applications for match tickets for fixtures that the branch will be travelling to on official trips will be subject to availability. Priority will be given to members that are traveling on the official trip
4. Payment must be made at the time of application. Payment must be made by cheque/postal order/banker's draft or cash (if the application is made in person). Cheques should be made payable to LFC SUPPORTERS CLUB DONEGAL BRANCH and in £ Sterling. Payment must include a £3 administration charge for each application
5. Members may apply for a **maximum of 2 tickets** per application

6. Completed applications must be lodged with the branch secretary. Applications may be forwarded by post, email or hand delivery
7. Applications for match tickets will only be accepted on the official application form
8. The branch cannot guarantee match tickets
9. Where applications for KOP Grandstand tickets are listed as the preferred seats, please ensure payment will cover the cost of tickets for another stand should we not receive KOP Grandstand tickets
10. All match tickets received by the branch are allocated in accordance with the specific selling arrangements that are issued by the ticket office (except in the case of the fixtures where the branch have declared an official trip).

Where no specific selling arrangements are announced, the branch will deploy a ranking system where priority will be given to all applicants according to the number of ranking points held. Ranking points may be accrued as follows:

- 3 points for each branch meeting attended since the start of last season. Each associate from the corresponding family membership will also be credited with attendance at that meeting.
- 4 points for each fixture attended within the current and previous 2 seasons
- 10 points for each membership renewal within the previous 5 seasons
- Ranking points to be awarded for supporting branch events (e.g. fundraisers). The events which apply and number of points available will be declared by the committee (added AGM 2009)

In all ticket allocations, priority will be given to Members. Applicants who have requested a 2nd ticket for a non-member of the branch will have this considered AFTER all member requests have been processed.

In the event of Ranking points failing to be conclusive, preference will be given to the earlier application.

Matches attended by members PRIOR to them joining the branch are excluded from the calculation of their ranking points (Modified AGM 2009)

11. Match tickets are strictly non-transferable and refunds can only be considered if they are returned to the secretary at least 1 WEEK prior to the date of the fixture. Any members that are subsequently found to have transferred tickets to unauthorized sources will be referred to discipline (Modified AGM 2009)
12. Match tickets received for fixtures that are subsequently postponed are valid for the re-arranged date.
13. Members may include their Fan Card Number with their match ticket application
14. Any member which submits an application for match tickets and no longer wishes to receive tickets must notify the branch secretary in writing

15. Payment requests will be issued to all those that are found to be in arrears on their member accounts. Any member whose account is still in arrears 1 month later will be referred to the executive committee for disciplinary action (Added AGM 2009)

ARTICLE 18 – DISCIPLINE

The executive committee will review all cases where members have been in violation of the club constitution and will sanction appropriate action where relevant