

SCHEDULE IV

s. (9)

**THE ESSEQUIBO CRICKET BOARD
CONSTITUTION**

ARTICLE 1: NAME

The organization shall be known as the Essequibo Cricket Board (hereinafter called the Board).

The Biennial General Meeting (B.G.M.) of the Essequibo Cricket Board is that meeting where the Officers of the Board are duly elected to serve a period of two (2) years.

ARTICLE 2: FLAG AND EMBLEM

The Board shall have a Flag and an Emblem.

ARTICLE 3: AIMS AND OBJECTIVES

- (a) The Board is constituted for the purpose of promoting the game of cricket in the County of Essequibo, to oversee the interest of the Area Committees and their members, and to join with the Guyana Cricket Board in promoting the game of cricket in Guyana generally. It shall therefore be affiliated to the Guyana Cricket Board and shall be accountable to that body.
- (b) For this purpose the Board shall function with a view of assisting cricketers in the County of Essequibo to attain the maximum standard of play, and to give advice to member Area Committees on way to improve their standards.
- (c) For the purpose of provision of article 3(a) and 3(b) the Board shall be competent to examine ways and means, and to adopt practical measures including the raising of funds and the holding of competitions for the promotion of the game generally, and to take such reasonable steps as may be deemed fit for the proper control of the game of cricket in the County of Essequibo.
- (d) The Board shall arrange, control, regulate, and if necessary, finance the visit of teams from the Counties of Demerara and Berbice to the County of Essequibo, and shall also arrange, control, regulate and finance the visit of teams from the County of Essequibo to other parts of the Country, solely, or in conjunction with the Guyana Cricket Board and or any other approved body.

- (e) The Board shall be competent to deliberate on:
 - (i) Matters affecting the conduct of players of affiliated Area Committees.
 - (ii) Matters affecting the general running of the game of Cricket in the County of Essequibo and in Guyana, the latter in collaboration with the Board.
 - (iii) The entire sphere of cricket development within the County of Essequibo.

ARTICLE 4: MEMBERSHIP AND FEES

- (a) The Board shall properly consist of officers and Committee members, as well as representatives of each Area Committee as provided for in article (4 n), 5(i) and 8)\(a).
- (b) The founding members of the board are North Essequibo Coast Cricket Committee, South Essequibo Coast Cricket Committee, Pomeroon Cricket Committee, Bartica Cricket Committee, East Bank Essequibo Cricket Committee, Leguan Cricket Committee and Wakenaam Cricket Committee.
- (c) All Cricket Committees in the County of Essequibo shall be accorded affiliated membership upon:
 - (i) Submission of a written application expressing such a desire. This application must contain:
 - The names of the Executive Members.
 - The date of the last election of these Officers.
 - The boundaries of the Committee.
 - The names of the affiliated clubs to the Committee.
 - A copy of the Committee's Constitution.
 - (ii) Satisfactory completion of a probation period of three (3) months after acknowledgement of the receipt of the written application by the full Board.
- (d) Observer status may be granted to the Essequibo Cricket Umpires Association and the Essequibo Cricket Coaches Association.
- (e) The Board shall reserve the right to terminate the membership of any Area Committee that does not co-operate with the Board in the realization of its aims and objectives.
- (f) All members of the Area Committees granted affiliation status with the Board will automatically fall under the control of the Board.

- (g) All Area Committees shall be required to pay the affiliated Membership fee of two thousand dollars (\$2,000) immediately upon being granted membership status for the right to continuous membership with the Board.
- (h) All affiliated Area Committees shall pay an annual subscription fee (hereinafter called an Annual Fee) of two thousand dollars (\$2,000) for the right to continued membership of the Board.
- (i) Area Committees shall not be required to pay the annual fee in the year in which they become affiliated members of the Board. The annual fee shall become payable by such Area Committee from the year following that in which they become members.
- (j) Affiliated membership fees, as well as other fees shall from time to time be determined by the Board.
- (k) The Board may at its discretion waive, increase or reduce affiliated membership fees and annual subscription fees payable by Area Committees.
- (l) Annual fees shall become due on the 1st day of January and shall be paid not later than the 1st day of April every year.
- (m) The Board may at its discretion impose other fees such as competition fees when sponsoring a competition as it sees fit.
- (n) Each Area committee paying the foregoing affiliation fee and annual fee shall be entitled to two (2) representatives at all General Meetings of the Board. Each of these members is entitled to one (1) vote on any issue.
- (o) An Area Committee whose annual fee for one year remains unpaid by the day of the election of office bearers shall not be entitled to the rights of membership and shall not be allowed to vote. However, if this situation continues for three (3) consecutive years, then the Committee's membership with the board shall automatically be terminated.
- (p) An Area Committee whose membership has lapsed because of non-payment of annual fees shall not be allowed the privileges of membership until all arrears are paid.
- (q) The Board shall appoint ex-dedicated members as honorary members of the Board. Such persons shall be proposed by the Executive Committee to the full board for approval.

ARTICLE 5: PLACE AND TIME OF GENERAL MEETINGS.

- (a) The Board shall convene at places to be determined by the Board at the sitting previous to the one for which the venue is to be decided.

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- (b) The Biennial General Meeting of the Board is that meeting where the officers of the Board are duly elected to serve for two (2) years.
- (c) The Biennial General Meeting for election of members of the Board shall not be later than the second Sunday in January.
- (d) Notice of Meeting for the election of Office Bearers (B.G.M) shall be given by the Honorary Secretary in writing not later than twenty-one (21) days before the date fixed for the meeting.
- (e) There shall be at least one (1) Ordinary Meeting of the Board in every quarter of the year.
- (f) Ordinary General Meetings (O.G.M) of the Board shall be held upon the written request of the Honorary Secretary and notice of such meetings shall be given not later than fourteen (14) days before the date fixed for the meeting.
- (g) (i) Special General Meetings of the Board will be held upon the written request of at least three (3) Area Committees of the Board to discuss a specific issue or issues.
- (iii) The Honorary Secretary shall give notice of Special General Meetings fourteen (14) days before the date fixed for the meeting but such a meeting should be held within twenty-one (21) days of receipt of the request.
- (h) All notices of meetings shall be deemed duly served if posted in adequate time to members/Area Committees of the Board.
- (i) The Executive Committee of the Board shall in principle meet once every month. It shall comprise of:
- The Office Bearers
 - The Chairman of the Competitions Committee
 - The Marketing Manager
 - The Public Relations Officer
 - A representative of each of the Sub-Committees.

ARTICLE 6: QUORUM

- (a) At the Biennial General Meeting or Special General Meetings, the presence of two-thirds (2/3) of the total number of Board members shall constitute a quorum.
- (b) Non-members of the Meeting of Election of Office Bearers shall be deemed outsiders and shall not for any reason be allowed to participate in the proceedings of the meeting.

- (c) At Ordinary General Meetings of the Board, one half (1/2) of the total number of members of the Area Committees shall constitute a quorum provided that Secretary or Assistant Secretary is present.
- (d) If a quorum is not present within one (1) hour of the time fixed for any meeting the President/Chairman shall declare the meeting postponed until further notice.
- (e) In the absence of the President and Vice-President at Ordinary and Special General Meetings, the meeting shall elect an acting Chairman for the meeting for which it is duly constituted.
- (f) The President or Vice President shall chair the Executive Committees but in their absence the Secretary shall do so causing the Assistant Secretary to perform the role of Secretary.
- (g) All matters before the Board shall be determined by the majority of members present.

ARTICLE 7: PROCEDURE

- (a) An agenda for every meeting shall be sent to each member/Area Committee of the Board together with the notice for that meeting.
- (b) The Order of Business of the Board shall be as follows:-
 - (i) Call to order and prayers
 - (ii) Opening remarks
 - (iii) Minutes
 - (iv) Matters arising from Minutes
 - (v) Correspondence
 - (vi) Reports-Financial-Other
 - (vii) Motions
 - (viii) Orders of the day

ARTICLE 8: BOARD MEMBERS AND AFFILIATED AREA COMMITTEES

- (a) For the efficient performance of its duties the Board shall consist of the following members called Officers who shall be elected by secret ballot at the meeting of Election of Office Bearers duly constituted according to the provisions of the Constitution:
 - (i) President
 - (ii) Vice President
 - (iii) Honorary Secretary
 - (iv) Honorary Assistant Secretary

- (v) Honorary Treasurer
 - (vi) Honorary Assistant Treasurer.
- (b) At the Meeting of Election of Office Bearers, the other members not elected as Office Bearers shall sit as members and shall have full rights in the deliberation of the Board.
- (c) However, if a member of an Area Committee has been elected to an Office of the Board, he/she shall be replaced on the floor by that Area Committee
- (d) At the B.G.M., also, a Marketing Manager, Public Relations Officer, Chairman of the Competitions Committee, two (2) Trustees, an Auditor and the representatives to the Guyana Cricket Board shall be elected.
- (e) All Officers of the Board shall be eligible for re-election.
- (f) An Officer of the Board shall not be eligible to hold more than one post/office at any one time.
- (g) No cricket coach of the Board shall be eligible to hold any office on the Board while he is in employment with the Board.
- (h) Any Officer of the Board who is absent for three (3) consecutive Ordinary or Executive Meetings for which due notice has been given shall be liable to forfeit his seat on the Executive provided he shall satisfy the Board with written explanation which is acceptable. The Board may terminate his service as a member of the Executive Committee and elect/appoint a replacement.
- (i) In all cases of voting at General Meetings only the two (2) named representatives of each Area Committee shall be eligible to do so.
- (j) Each affiliated Area Committee shall have the names of its two (2) representatives and two (2) alternatives with their addresses and telephone numbers registered with the Honorary Secretary of the Board.
- (k) Each Area Committee reserves the right to change representative(s) and shall notify the Honorary Secretary fourteen (14) days before of such change(s) with the names(s) and address(es) of replacement(s) and their telephone number(s).
- (l) Each affiliated Area Committee shall be required to register with the Board yearly by giving not only the name, address and telephone number of the Secretary but also the Office Bearers of the Committee and a list of the clubs affiliated to that Committee. This is in addition to complying with article 4(i).

- (m) Each affiliated Area Committee shall submit quarterly reports of the activities of their Committee to the Board. These reports should indicate the competitions being played and a statement on the Committee's finances. All monies given to the Committees by the Board must be properly accounted for.
- (n) The decisions of the Board shall be final and binding on each member Committee as well as each member of the member Committees.

ARTICLE 9: VACANCY

- (a) Should a vacancy occur among Officers of the Board during the first eighteen months of the Board's life, a replacement shall be elected to the vacancy from among the Board members in accordance with article 5 (d). The notice of such a meeting must indicate the office(s) to be filled.
- (b) Should three (3) or more vacancies occur on the Board during the first eighteen months of the Board's life, the Honorary Secretary shall summon a Special General Meeting of the Board Members with the express purpose of the filling those vacancies. Again article 5 (d) must be adhered to.

ARTICLE 10: VOTE OF NO-CONFIDENCE

- (a) The Executive Committee or any other bearer of the board may be removed by a motion of "No Confidence" supported by a majority of two-thirds of those voting at an Ordinary or Special General Meeting, and a new Executive Committee or Office Bearer shall be elected at the same meeting at which the vote of "No Confidence" was passed to serve the remainder of the term until the holding of elections at the next B.G.M.
- (b) A motion of "No Confidence" shall be in order if moved by one Area Committee and seconded by another Area Committee.
- (c) A motion of "No Confidence" shall be considered within twenty-one (21) days of the receipt by the Executive Committee, and the notice of the motion and of holding the meeting shall be given to Area Committees at least two weeks before the date of the meeting called to discuss the motion.
- (d) A notice of motion submitted to the Executive Committee after the second Saturday of October prior to the upcoming January B.G.M. shall not be entertained and no more than two (2) motions of "No Confidence" may be considered by the Board within the Boards life against the Executive Committee or a particular office.

ARTICLE 11: TRUSTEES, AUDITOR AND FINANCE

- (a)
 - (i) Two (2) trustees shall be elected at the B.G.M. of the Board. At no time shall a trustee hold any other office on the Board.
 - (ii) The Trustees shall have vested in them all movable and immovable property of the Board whatever and shall deal with them in such a way as the Board direct.
- (b) The Auditor shall audit the finances of the Board and provide reports when requested to do so.
- (c)
 - (i) The Board shall open or cause to be opened an account with a Commercial Bank for the purpose of safeguarding its funds.
 - (ii) The President, Secretary, Treasurer and Assistant Treasurer shall be the Board's four signatories to the Bank Account and shall be responsible for transacting the Board's business there.
 - (iii) In all cases of withdrawal any two officers can sign but one must be either the President or the Treasurer.

ARTICLE 12: FINANCE COMMITTEE

- (a) The Executive Committee shall appoint a Finance Committee for the purpose of:
 - (i) Exercising financial control.
 - (ii) Preparing financial statements as required by the Executive Committee.
 - (iii) Planning and executing fund-raising activities.
 - (iv) Receiving monies on behalf of the Board and accounting for those monies.

- (b) The Chairperson of the Finance Committee shall be the Marketing Manager while the Treasurer shall function as the Secretary.

ARTICLE 13: COMPETITIONS COMMITTEE

- (a) A Competitions Committee shall be established for the purpose of conducting and supervising all competitions of the Board.
- (b) The Competitions Committee will be responsible to the Executive Committee.
- (c) The Competitions Committee shall be comprised of a Chairperson who shall be elected at each Biennial General Meeting and one representative from each Area Committee appointed by each Committee.
- (d) The Assistant Secretary of the Board shall function as Secretary of the Competitions Committee.

ARTICLE 14: SELECTION COMMITTEE

- (a) The Selection Committee of the Board shall constitute a three-member panel appointed by the Executive Committee with one of the three persons being the Chairman.
- (b) The Executive Committee may in the event it is dissatisfied with the functioning of any member of the Selection Committee, replace him.

ARTICLE 15: OTHER COMMITTEES

- (a) A Competitions Committee shall be established for the purpose of conducting and supervising all competitions of the Board.
- (b) The Executive Committee, in making appointments to Committees shall as far as practicable, ensure that all Area Committees are represented.
- (c) The Executive Committee may appoint persons who are not members of an Area Committee to Committees set up under the provision of this article.

- (d) The Committee appointed under the provision of this article may co-opt members.

ARTICLE 16: THE BOARD YEAR

The Board Year shall commence on the 1st of January and shall end on December 31st of the said year.

ARTICLE 17: TENURE OF OFFICE

The members of the Executive Committee shall hold office from the time of their election in January to the time of holding of Elections two years thereafter at the next Biennial General Meeting.

ARTICLE 18: ALTERATION

The Board may by resolution at its Biennial General Meeting, Ordinary General Meeting or Special General Meeting, add to, repeal or amend this Constitution for the efficient conduct of its business, provided it is supported by no less than seventy-five percent (75%) of those persons voting.

ARTICLE 19: INTERPRETATION

- (a) The Essequibo Cricket Board is the sole authority for the interpretation of these rules outlined and the decision of the Board in any matter affecting it shall be final.
- (c) All previous constitutions of the Essequibo Cricket Board have hereby been repealed.

ARTICLE 20: INDEMNITY

Should an officer or member of the Board be sued or charged in a Court of Law, or incur cost, expenses or other liabilities as a result of such suit or charge for an action authorized by the Board, the officer or member is entitled to be indemnified by the Board, providing such officer or member was acting reasonably in carrying out his functions.

ARTICLE 21: DISSOLUTION

In the case of dissolution, the assets of the Board, after payments of all outstanding debts, shall be distributed equally among the affiliated Area Committees of the Board.

ARTICLE 22: ADOPTION

These Articles were adopted by a General Meeting of the Essequibo Cricket Board on Sunday, 8th September, 2002.