



MILTON KEYNES AND DISTRICT RA RULES OF THE ASSOCIATION

1 TITLE

This Referees' Association shall be named the Milton Keynes and District Referees' Association (MKRA) and shall be affiliated to the Berks and Bucks Referees Association (BBRA) and to the Referees Association (RA).

2 OBJECTS

The Objects of the MKRA shall be to:

- a. Promote the objects of the RA according to its rule 2 except that paragraphs h and k shall not apply.
- b. Represent the interests of the members of MKRA.
- c. Participate in the management of the RA through membership of the relevant County Association.
- d. Keep its members informed of all relevant news and information passed from the RA, the County RA and relevant football authorities.
- e. Organise social, educational and other activities for its members.

3 MEMBERSHIP

- a. Present and past referees may be members of MKRA upon payment of a subscription.
- b. Full members will be deemed to have this Association as their parent Association.
- c. New members who are parented with another Association may join as Associate Members.
- d. The position of Life-Vice President shall be an honorary position and will carry no voting rights; consequently they will not be required to pay a subscription fee.
- e. Life Vice-Presidents may elect to pay a subscription to retain voting rights and be eligible to take Offices within MKRA.

4 SUBSCRIPTIONS

- a. Each member, so obligated, shall subscribe annually to the Association.
- b. Subscriptions shall be effective from and be due on **1st May** each year.
- c. Subscriptions shall remain unchanged until proposed amendments are seconded and accepted at the Annual General Meeting.
- d. Subscriptions shall be applied as follows:
 - Full members
 - Youth (U18 at 1st April)
 - Associate

5 OFFICERS

- a. The Officers and Committee of this Association shall be members of this Association.
- b. The Officers shall include the Chair, Vice-Chair, Secretary and Treasurer.
- c. The officers shall be elected at the Annual General Meeting and serve until the next Annual General Meeting.
- d. Upon the resignation or any other inability to continue in post, of an Officer or Committee Member, the Committee shall have the power to co-opt a member to serve on the committee until the next Annual General meeting.

6 COMMITTEE

- a. A committee of members shall be elected to oversee the running of the Association.
- b. The committee shall consist of Officers and Ordinary Members.
- c. Members may be elected for the following committee positions:



- Minute Secretary
- Newsletter Editor
- Recruitment & Retention Officer
- Supplies Officer
- Website Editor
- Welfare Officer

- d. In addition to the Officers and committee positions, a maximum of three Ordinary members shall be elected.
- e. The President and Vice President shall be members of the committee.

7 COMMITTEE MEETINGS

- a. The committee shall meet bi-monthly or when called in agreement by a majority of members.
- b. A quorum at meetings of the committee shall be one third of its Members, to include at least two Officers, one of whom shall be the Chair or Vice-Chair.
- c. In an emergency, any three Officers of the Committee shall have the power to make decisions which shall be reported upon at the next following Committee meeting.
- d. The Chair, or in their absence the Vice-Chair, shall chair the meeting.
- e. All Officers and Ordinary members attending meetings shall be entitled to vote. There shall be no voting by proxy.
- f. Decisions shall be made by a majority of members present.
- g. In the event that the number of votes cast is equal, the chair of the meeting shall have a casting vote.

8 FINANCE

- a. The financial year shall run from **1st May to 30th April** each year.
- b. All funds of this Association shall be kept in a bank account or similar account in the name of this Association.
- c. Cheques drawn on the account of this Association shall require two signatures including that of the Treasurer and one other Officer.
- d. Any out-of-pocket expenses incurred by committee or other members shall be paid at the discretion of the Committee.
- e. The Treasurer shall keep records of membership including date of joining and shall notify the committee when members are due for any long service awards.

9 ANNUAL GENERAL MEETING

- a. The Annual General Meeting shall be held during June of each year.
- b. Notice of the Annual General Meeting shall be circulated to members one month prior to the date each year.
- c. Twenty-eight days prior to the Annual General Meeting, an Agenda, together with any proposed rule changes or motions, shall be circulated to all members.
- d. The purpose of the Annual General Meeting shall be:-
 - To receive the Chair's annual report.
 - To receive the verified accounts.
 - To appoint the accounts verifiers, nominated by the committee.
 - To elect the Officers and Committee to serve for the next year.
 - To debate and vote on any amendment to these Rules.
 - To elect a President, Vice-President and, when appropriate, Life Vice-Presidents.
 - To present a maximum of five annual awards, unless presented at some other agreed event.



- e. Amendments to these Rules shall be carried only if two thirds of the votes cast by eligible members are in favour of the proposal.
- f. Prior to each Annual General Meeting the Hon. Secretary shall invite Life Vice-Presidents to attend the AGM.
- g. The Hon. Secretary shall keep details of the awards and the decision making process surrounding each award.

10 EXTRAORDINARY GENERAL MEETINGS

- a. The Committee, or any five members of MKRA, may propose motions or amendments to these Rules. Such proposals or amendments must be supported by reasons, and communicated either in writing or by electronic means. Upon receipt of such a communication, the Committee must call an Extraordinary General Meeting within thirty calendar days.
- b. Notice of the Extraordinary General Meeting together with the written reasons and with any proposed Motions or amendments to these Rules shall be communicated not less than fourteen days before the Extraordinary General Meeting, to each member.
- c. All members of the Association as at the date of the requisition shall be entitled to attend the Extraordinary General Meeting.

11 VOTING

At any Branch, Extraordinary General or Annual General Meeting, 20% of members shall form a quorum. Any decision requiring a vote at any Branch, Extraordinary General or Annual General Meeting shall be decided by a secret ballot, or where appropriate, by a show of hands from members present with a majority being sufficient to carry any proposal, except for amendment to MKRA rules, where rule 9 e applies.

The chair shall have a second casting vote when the result of any ballot is unresolved.

12 APPEALS AGAINST THE DECISIONS OF THIS ASSOCIATION

Any member of MKRA dissatisfied with any decision of the Committee of the Association, other than a decision to amend or not to amend the Rules, may do so by appealing in writing to the County Referees Association of which this Association is a Full Member within four weeks of its decision in accordance with BBRA rules. Copies of the Appeal must also be sent to the Secretary of this Association.

13 ORDINARY MEETINGS OF THIS ASSOCIATION

- a. Meetings will be held on the second Thursday of every month, except July, starting at 7.30pm prompt.
- b. The officers will determine if any suggested venue is suitable for MKRA meetings.
- c. MKRA meetings shall, as far as possible, include educational content.
- d. There will be no smoking at any meeting of this Association.

14 COMMUNICATION WITH MEMBERS

Members of this association will receive newsletters throughout the year for the purpose of communicating news and other information relevant to members. Content and frequency of the newsletter shall be at the discretion of the newsletter editor.



15 DISSOLUTION OF THIS ASSOCIATION

- a. Should this Association be wound up following a valid vote in favour of same at an Annual General Meeting or Extraordinary General Meeting, the residual proceeds after all debts have been paid will be distributed amongst all current Full Members.

16 EQUAL OPPORTUNITIES, DATA PROTECTION AND CHILD PROTECTION

The Committee will be responsible for the production, and updating of, an Equal Opportunities Statement. The Hon Secretary will keep an 'Equal Opportunities' document outlining this Association's policy. In addition the Association will adopt County proposals with relation to the Data Protection Act and the Child Protection Act.

17 MATTERS NOT COVERED IN THESE RULES

The Committee shall have the power to determine any course of action not specifically covered in these Rules.