

**ARTICLE 10 AMENDMENTS**

Section 10.1 Provisions of this constitution shall be amended by a 2/3 majority vote of the General Body.

Section 10.2. All amendments to be made must be communicated to the general body through writing 30 days to the date of the meeting to the amendment.

**CONSTITUTIONAL COMMITTEE**

Edwin N. Dennis.	CHAIRMAN
MOSES BLONKANJA Y JACKSON	Vice Chairman
Sando Johnson.	Member
Gabriel West	Contributor
Francis Blamo	Contributor
Sam Aboah	Contributor
Paul Hassan	Contributor
James Koiyan	Contributor
Boima Pusah..... .. Ex-Officio	
Alascal Wisner	Ex-Officio

THIS REVISED CONSTITUTION WAS ADOPTED ON THE 3<sup>rd</sup> DAY OF June, 2017 AT 7601 LINDBERGH BOULEVARD, IN PHILADELPHIA, PENNSYLVANIA.

Elected officers shall be removed from office through the process of impeachment. A 2/3 majority vote of members in good standing who are present at a special called impeachment hearing is required to effect an impeachment and removal from office of members found guilty of impeachable offenses.

### **SECTION 8.1**

Any member(s) in good standing shall:

- A) Initiate the impeachment process through the Grievance and Reconciliation Committee through a written complaint. The complainant shall detail the offense and the violation thereof.
- B) Upon receipt of the complaint, the grievance and reconciliation committee shall notify the official complained against in a 7-day period about the complaint after evaluating the complaint.
- C) The accused's response shall also be in writing to the grievance committee within three days as of the receipt of the letter of notification from the grievance committee.
- D) The committee shall hold hearing in one week of the receipt of the response of the accused official.
- E) Following the hearing, the committee shall make a determination of the complaint in a written report within a week as of the date of the hearing.

### **SECTION 8.2 Impeachment Offenses**

Impeachment offenses shall be, but not limited the following:

- A) Violation of this constitution,
- B) Corruption and misapplication of funds and resources of the association,
- C) Mifeasance and malfeasance,
- D) Vote of no confidence for failure to hold meetings and effectively run POSCA,
- E) Criminal convictions unacceptable to the General Body,
- F) Indiscipline and unruly conduct unbecoming to the elected office,
- G) Indiscipline and unruly conduct unacceptable to the General Body and
- H) Bribery, and Gross disrespect to other Organization official

### **ARTICLE 9 ABROGATION OF PREVIOUS LAWS**

Immediately after its adoption by the General Body, this constitution as amended shall take effect and shall be the supreme law of the Association and binding on all members. All other previous and current laws that are inconsistent with the provisions of this constitution, to the extent of their inconsistencies shall be null and void and shall be of no legal effect. However, all acts performed, and responsibilities discharged by strength and authority of the previous constitution shall be binding on this organization as if they were by the authority of this **Constitution.**

- a. Collect all monies of the association in collaboration with the Financial Secretary
- b. Maintain accurate financial records throughout the year for review by the executive committee, the board and the general membership
- c. Prepare the Association's budget at the beginning of the season, present it to the executive committee and the board for approval by the general membership. He shall ensure that the association's activities ahead to the budget.
- d. Inform the club of its financial strength
- e. Files all appropriate forms with the Internal Revenue Service where required
- f. Disburse funds and pay bills as promptly approved by the board of directors
- g. Deposit all club funds
- h. The Treasurer shall be the chief custodian of the Association accounts. The President, Financial Secretary and the Treasurer are the three signatories to the accounts of the association.

### **SECTION 6.6 Team Manager**

The Team Manager shall secure all the property of the organization including football jersey, nets and auxiliary items. He shall liaise with the coach on making sure all items are provided for games and after games.

### **SECTION 6.7 The Religious Leader**

The religious leader is responsible for the religious welfare of the organization. He shall or designate a person to conduct opening and closing prayers at all meetings of the organizations and shall advise the executive committee on religious matters

## **ARTICLE 7 ELECTIONS**

### **SECTION 7.1 Date of Elections**

Elections for all officers of the association shall be held by secret ballots, on the second Saturday of October, in every two years. Only members in good standing as defined in this constitution shall be qualified to vote.

### **Section7.2 Voters' Role**

The voters' role shall be published one calendar week prior to the holding of elections by the elections commission.

### **Section7.3 Term Limit**

No office shall be elected for no more than two terms of office.

## **ARTICLE 8 IMPEACHMENT**

### **SECTION 8.0**

- A) Shall be the Chief Executive Officer of the Association.
- B) He shall run the Day -to-day activities of the organization.
- C) He shall appoint the heads and members of all standing and ad hoc committees with the advice and consent of the Board of Directors.
- D) The president shall submit to the board, an operational budget thirty-days to the beginning of every calendar year.
- E) The president shall submit quarterly expenditure report to the Board and for onward submission to the general body after the approval of the Board.
- F) The president shall preside over all meetings of the general body and the executive committee
- G) The president shall be a signatory to the organization's account(s)

### **SECTION 6.2 The Vice President**

The Vice President shall assist the president to run the organization. He shall perform all the duties and functions of the president when designated by the President, resignation of the president, impeachment of the President and or incapacitation of the president. He shall serve as Ex officio on all other committees except the executive committee.

### **SECTION 6.3**

The duties and responsibilities of the General Secretary shall be:

- A) Responsible to create minutes of both the general body and the executive committee,
- B) maintain all other records of the Association
- C) Responsible to coordinate and facilitate all communication to and from the association.

### **SECTION 6.4**

The Financial Secretary shall perform the following duties and responsibilities:

- A) Receives all monies, checks and issue receipts as appropriate
- B) Keep all financial records of the association.
- C) Makes monthly, quarterly and annual financial reports to executive committee, the Board and general membership
- D) He shall be a signatory to all bank accounts of the association
- E) Prepares all authorizations for payment if authorized by the president, the executive committee and or the board of directors
- F) Cooperate with internal and or external audit as sanctioned by the general membership or the board.
- G) Performs all other assignments as delegated by the president, the board directors or the general membership

### **SECTION 6.5 The Treasurer**

The duties and responsibilities of the Treasurer shall include but not limited to:

- A) Manage and preserve all fiscal assets of the association.
  - B) keep inventory of all assets of the association
  - C) Develop fiscal policies and fund generating programs of the association.
- Membership Committee

### **Section 5.3 The Membership Committee**

The membership committee shall be comprised of five (5) members. The members of the committee shall include the general secretary, the head coach, the team manager and two other nonmembers of the Executive committee. The committee shall perform the following functions:

- A) Develop programs and policies to address the emotional concerns of members.
- B) Draft and execute membership policies approved by the Board.
- C) Recruit members to the organization.
- D) Maintain updated records of all members regarding attendance, and participation in and at all of the organization's function.

### **Section 5.3 Technical/Sports Committee**

The committee shall be comprised of five (5) members including the Technical Director, team manager, coach and assistant coach, and a member who is currently not an elected officer. The committee shall perform the following functions:

- A) propose, organize, and execute all sporting and recreational activities of the organization,
- B) maintain all sporting and recreational equipment and facilities of the organization and
- C) Supervise the playing body of the association.

### **Section 5.4 Grievance and Reconciliation Committee**

The committee shall be comprised of five (5) members which shall include the technical director, membership committee chairman, chaplain, and two other members who are currently not holding elected positions. The Grievance and Reconciliation Committee shall be responsible to:

- A) Develop programs and policies that will address the emotional concerns of members.
- B) Conduct investigations into disputes amongst and between members of the association.
- C) Reprimand members and officers subject to approval of its recommendation to the Executive Committee. Decisions of the Grievance and reconciliation committee may be appealed to the board by dissatisfied parties.

## **Article 6 Duties and Responsibilities of Elected Executive Officers**

### **Section 6.1 The president**

The following shall constitute the duties and responsibilities of the President:

### **SECTION 4.3 The Administration**

The Administration shall serve as the executive arm of the Association. The Administration shall consist of an Executive committee, Ways Means and Finance Committee, Membership committee, Technical/sports committee Grievance and Reconciliation committee and ad hoc committees to be constituted by the Executive committee and approved by the Board.

### **Article 5 Standing Committees**

The following shall constitute the standing committees of the Association:

- A. Executive committee
- B. Ways Means and Finance Committee
- C. Membership committee
- D. Technical/sports committee
- E. Grievance and Reconciliation committee

### **Section 5.1 The Executive Committee**

The Executive committee shall be comprised of all elected officers and heads of standing and ad hoc committees. President, Vice President, General Secretary, Financial Secretary, Treasurer, Religious Leader, heads of Standing Committees and Autonomous bodies, the Head Coach, the head of Advisory Council, and the Business Manager. The Executive Committee shall perform the following functions:

- A) Formulate and implement all policies and programs that have been approved by the Board of Directors
- B) Coordinate and supervise the affairs of the standing committees and ad hoc committees
- C) Facilitate and assist with the implementation of the affairs of Autonomous bodies as shall be consistent with the provisions of this Constitution and other laws of the Association and as shall be directed by the Board of Directors.
- D) Prepare and implement operational budget of the organization as shall be approved by the Board on a yearly basis
- E) Present quarterly report to the General Body and the Board.

### **Section 5.2 Ways and Means and Finance Committee**

The Ways Means and Finance Committee shall be comprised of five (5) members. They shall include treasurer, financial secretary, and three other non-elected officers. The chair and vice chair of the committee shall be the nonelected members.

The committee shall perform the following responsibilities:

a. All board members, b. President, c. Vice President, d. General Secretary, e. Treasurer, f. Financial Secretary Chaplain

b. The general body shall meet once a month. The date and time of said meeting shall be determined by the executive committee in consultation with the Board. In the event that a meeting is required to resolve pending dispute involving member(s) of the executive committee, the board shall convene a special session of the general body if and when necessary.

c. Any two (2) elected Executive Committee members, and 5 nonmembers of the Executive Committee shall constitute a quorum.

#### **SECTION 4.2 the Board of Directors**

The Board of Directors shall be comprised of five members. The members of the Board shall be elected to a two-year term by members of the General Body who are in good standing. For the purpose of continuity, members of the Board who have received the two highest votes shall be elected for a three-year term at the first election following the adoption of this Constitution. Thereafter all other subsequent Board elections shall be for a two-year term. The Board shall have the following functions:

a. Serve as legislative arm of POCOSA

b. Shall approve all policies and programs to be formulated by the executive committee and other functionaries of the organization.

c. Shall approve all appointments of non-elected officers to standing and ad hoc committees as well as other functionaries as shall be necessary for the function of the organization.

d. The board shall approve all budgets and expenditure of the organization.

e. The Board shall also have the power to impeach all elected officers for cause; and shall cause the removal of non-elected officers for any offense in contravention of the constitution and other rules.

f. The Board shall formulate its own rules and procedures

g. The Board shall elect its own officers to include chairman, vice chairman and secretary.

h. All decisions of the board, shall be made by a simple majority of the board.

i. The Board shall have oversight of the executive committee.

j. Quorum for all proceedings of the board shall be by simple majority which shall include one of the three officers of the board.

### **SECTION 3.1           Regular Membership**

Regular Membership shall be opened to all who have attained the age of 30 years of age and above.

3.1 (a) to be a member, one has to register with the organization and subscribe to the aims and objectives as enshrined in this constitution. Members shall register annually by the payment of fees as shall be determined by the general body.

3.1 (b) Rights, privileges and opportunities appurtenant to membership are non-transferable

3.1(c) a regular member shall be in good standing. A member in good standing shall have all dues paid in full and shall not be serving disciplinary measures. Disciplinary measures shall include:

- a. Suspension
- b. Impeachment
- c. Fines
- d. And other measures as shall be defined in other provisions of this constitution and other laws and rules of the association.

### **3.2 Associate Membership**

3.2 (a) Associate membership shall include individuals and institutions who shall not meet the requirements set forth in sections 3.1 (a to b), but are committed to collaborating with POCSA in fostering its aims and objectives.

## **ARTICLE IV**

### **STRUCTURE OF THE ORGANIZATION**

#### **SECTION 4.0**

The association shall have the following structures: A) the General body, B) The Administration and C): Board of Directors

#### **SECTION 4.1 General Body**

4. 1 (a) The General body shall be the highest decision-making body of the organization.

4.1 (b) the general body shall elect the following officers



**PREAMBLE**

We, the people of the Liberian Community residing in the state of Pennsylvania, recognizing that sports is a unifying force, have come together in an orderly manner for the promotion of sports, social activities, friendship, respect for one another, and a national sense of oneness, do establish this constitution for the good governance of the below named organization. All power in addition to this constitution is vested in the members of the General body who are in good standing as shall be prescribed herein this constitution.

**ARTICLE I**

**NAME AND HEADQUARTER..**

**SECTION 1.1**

The name of the organization shall be called the Pennsylvania Old Timers Community

Sports Association, and hereafter referred to as (POCSA).

**SECTION 1.2**

The headquarters of the organization shall be situated in Philadelphia, Pennsylvania.

**ARTICLE II**

**Aims and Objectives**

**SECTION 2.0**

The objectives of the organization shall be:

- 2.1 To bring about togetherness and friendship among Liberians and other nationals through sports;
- 2.2 To create a sound mind body and spirit through sports and other form of exercises;
- 2.3 To encourage, care and show concerns among members
- 2.4 To undertake creative endeavors for the purpose of securing greater Opportunities for its members.

**ARTICLE III**

**MEMBERSHIP**