

Ibstock Canoe Club Constitution

1. Name

The Club shall be known as the Ibstock Canoe Club hereinafter known as the Club.

2. Objects

1. The objects of the Club are to promote paddle sport
2. The Club shall be non-party political and non-sectarian.
3. The Club shall be a member of the National Governing Body, currently the British Canoe Union

3. Membership

1. Qualification: Any person who undertakes to behave in the best interest of the sport shall be eligible for membership.
2. Classes of Membership:
 - i. Full Members - over the age of 18
 - ii. Family Members – the second or subsequent member of the same household as a full member.
 - iii. Junior Members – under the age of 18 or in F/T Education
 - iv. Temporary Membership
3. Restriction: A person who has been expelled from any club affiliated to the British Canoe Union shall only be eligible for membership after a review by the General Committee.

4. Entrance Fee

Each applicant for membership shall pay a yearly or temporary subscription. The amount of which shall be determined by the members in General Meeting.

5. Subscription

The rates of subscription shall be determined by the members in General Meeting and shall be due on or before 1st of the month of the anniversary of the membership

6. Cessation of Membership

1. Any member violating rules or regulations of the club or being adjudged guilty of unsatisfactory conduct may by resolution of the General Committee be suspended or expelled. Any member so suspended or expelled may appeal to a special General Meeting called for this purpose.
2. A member shall be deemed to have resigned from the Club if after due notice he / she has not paid by one calendar month. He / She may however rejoin at any time during that year upon payment of the yearly subscription.

7. Sections

The Club shall organize various sections to cover the various activities of canoeing if deemed necessary.

8. Holding Office

Any member who is under the age of 16 years or any member carrying on business in the sale or manufacture of canoes and/or their accessories. Or who is disqualified as an amateur under the rules of the British Canoe Union must declare their interests and may not be eligible to vote.

(JW to produce a declaration form)

9. General Committee

1. The General Committee shall conduct the affairs of the Club as a whole and shall consist of a Chairman, Secretary, Treasurer and other officers as necessary. Additionally the Officers of the General Committee may co-opt no more than 6 members of the club to its number.
2. Nominations for the position of Chairman, Secretary, Treasurer and other officers shall be put forward in the form of a motion under the terms of rule 12(9).
3. The General committee shall elect a Vice Chairman from among its number.
4. The terms of office shall be for 1 year and members shall be eligible for re-election.

10. Duties of Committee

1. Chairman: The Chairman will preside at all Annual General Meetings of the Club and at all meetings of the General Committee. He shall be responsible for guiding the activities of the club in accordance with its rules and general policy as expressed by the majority of its members. He shall represent the club at meetings of other organizations. He shall ex officio be a member of any other committee of the club. In the absence of the Chairman, he may be preceded by the Vice Chair.
2. Secretary: The Secretary will be responsible for the organization of meetings of the General Committee and of the club. The recording of minutes relating to such meetings and all correspondence relating to the general business of the club.
3. Treasurer: The Treasurer shall be responsible for keeping an account of all income and expenditure and shall present a Financial Report to all Committee Meetings, and shall present the accounts duly audited or independently examined for approval by the members at the Annual General meeting. The accounts must be audited on change of Treasurer.

11. Activities of the Committee

1. The General Committee is responsible for the general conduct of the clubs business and activities.
2. The General Committee shall meet not less than 5 times a year at regular intervals during the year.
3. Meetings of the General Committee shall be called by the Secretary on instructions from the Chairman or not less than 3 committee members.
4. A quorum shall consist of not less than 25% of members of the General Committee.
5. In the case of a vacancy among the Officers of the General Committee the said committee shall appoint another eligible person to act until the next AGM.

6. The committee may appoint sub-committees, as it deems necessary and shall prescribe their function provided that all acts and proceedings of any sub-committee shall be reported to the committee as soon as possible and provided that no such sub-committee shall expend funds of the Club otherwise than in accordance with a budget agreed by the Committee.
7. The Annual General Meeting shall be held within 13 months of the previous AGM. There shall be laid before the meeting a statement of accounts made up to the year end.
8. An extraordinary General Meeting shall be called on the instructions of the majority of the General Committee or on a requisition signed by not less than 40% of the members of the club.
9. Not less than 14 days clear notice shall be given specifying time and business of General Meeting.
10. Matters for discussion at Annual General Meetings, not ongoing from within the General Committee, shall be lodged with the Secretary on or before 30 days prior to the AGM.
11. At any General Meeting a resolution to the vote of the meeting shall be decided by a show of hands except where more than 1 nomination has been received for a position of the General Committee in which case voting will be by secret ballot.
12. At all Annual General Meetings not less than 20% members of the club shall constitute a quorum.
13. Absence of quorum: If after ½hour from the time appointed for the meeting a quorum is not present the meeting if called at the request of the members shall be dissolved, in any other case the meeting shall be adjourned until a time and place to be fixed by the General Committee. If a quorum is not present within ½hour from the time appointed for an adjourned meeting the members present shall be a quorum.
14. Accidental Omission: Accidental omission to give notice of a meeting to or the non-receipt of notice of a meeting by any member shall not invalidate the proceedings of a meeting.
15. Nominations shall be proposed and seconded by members and should have the consent of the nominee. Nominations may be made at any time prior to or at the Annual General Meeting.
16. If an extraordinary decision is required, 4 members including either Chair, Vice Chair or Treasurer shall form an extraordinary quorum. The decision will then be minuted at the next general committee meeting.

12. Liability

1. The General Committee shall manage the affairs of the Club. Financial or legal liability incurred in the rightful exercise of their office shall not, however, be the personal liability of the Committee but shall be the responsibility of the Club as a whole.
2. All non members who attend club tours or meets do so at their own risk, and neither the club nor its officers can accept any liability for any loss or injury of any kind sustained whilst on a Club activity.
3. The Club will always hold Public Liability.

13. Alteration of Rules

- 1. This constitution shall not be altered, amended or rescinded except by AGM meeting of the Club.
- 2. A resolution give effect to a change must be passed by at least 25% of the members present at the AGM meeting and voting on this behalf.

14. Bank Accounts

Bank Accounts shall be operated in the name of the Club and withdrawals shall be made on the authorized signatures of any two Officers of the Club.

15. Distribution of Profits

In no circumstances can any profit be distributed to members but any profits earned shall be contributed to a general fund for furthering the objects of the club.

16. Termination

The Club shall not terminate except by a resolution of a Special General Meeting convened for the purpose. The resolution must have the assent of two thirds of the club. Such resolution may give instructions for the disposal of any assets remaining after satisfying any outstanding debts and liabilities. These assets may be sold to club members at market value. Any remaining assets will be given to a body of similar objects or charities.

17. Power of Decision

Any matter not provided for in this constitution or any question over the interpretation of it shall be dealt with by the General Committee whose decision shall be final.

Signed

Position

Dated.....