

## **CLUB CONSTITUTION of CARMUNNOCK AND RUTHERGLEN CURLING CLUB**

### **1. Name**

The club will be called CARMUNNOCK and RUTHERGLEN CURLING CLUB and will be affiliated to The Royal Caledonian Curling Club.

### **2. Aims and objectives**

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in curling
- To promote the sport of curling
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment

### **3. Membership**

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted and the policies and rules of The Royal Caledonian Curling Club.

Members will be enrolled in one of the following categories:

- Full member
- Junior member
- Life member
- Ladies section
- Associate

### **4. Membership fees**

Membership fees will be set annually and determined at the Annual General Meeting.

Fees will be paid by annual subscription.

### **5. Officers of the club**

The officers of the club will be:

- President
- Vice President
- Honorary Secretary
- Honorary Treasurer
- Match Secretary

Officers will be elected annually at the Annual General Meeting.

## **6. Management Committee**

The club will be managed through the Management Committee consisting of:

- Immediate Past President
- President
- Vice President
- Secretary
- Treasurer
- Match Secretary
- Up to 4 Ordinary Committee Members

Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and hold no less than 2 meetings per year.

The quorum required for business to be agreed at Management Committee meetings will be 5.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **7. Finance**

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on 30<sup>th</sup> June.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

All payments to be authorised by the Treasurer and cheques signed or payments made by an authorised signatory on behalf of the Club.

## **8. Annual general meetings**

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 10.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

The Management Committee may call meetings in whatever format is deemed appropriate in the circumstances.

## **9. Discipline and appeals**

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

## **10. Dissolution**

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of either the Royal Caledonian Curling Club or some other curling club whose objectives are similar to those of the club. Should such decision be required it is to be taken by the Club members at a General Meeting.

## **11. Amendments to the constitution**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

**Declaration**

Carmunnock and Rutherglen Curling Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE:

NAME:

POSITION: Club President

SIGNED:

DATE:

NAME:

POSITION: Club Secretary