

# FRASERBURGH RUNNING CLUB - CONSTITUTION

## 1. NAME

The Club shall be called:

### **FRASERBURGH RUNNING CLUB**

(Hereinafter referred to as the Club) and it shall seek affiliation to and be bound by the Rules and Constitution of Scottish Athletics Limited (SAL).

## 2. OBJECTS

- 2.1. The objects of the Club shall be to participate and promote the sport of Athletics, including Track and Field, Road Running and Cross Country.
- 2.2. The club is committed to encouraging the highest ethical standards. All individuals involved in the Club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner. The Club will ensure a duty of care to all members of the Club.

## 3. MEMBERSHIP

- 3.1. The membership shall consist of the following categories:
  - Senior (over 17 years)
  - Junior (17 years and under)
  - Family (up to 2 Seniors plus associated Juniors)
  - Super Senior (65+)
- 3.2. Members in each category shall pay Membership fees as fixed at each Annual General Meeting. The Club in General Meeting may also require members to contribute to the funds of the Club by way of a special levy.
- 3.3. All members joining the club shall be deemed to accept the terms of this Constitution and any Bye-laws from time to time adopted by the Club, in particular without prejudice to the foregoing generality, the requirement to conduct themselves in accordance with the Club's ethical framework and the Bye-laws as to discipline set out therein.
- 3.4. Any person seeking to join the Club shall submit an application to the Executive Committee. ~~Members shall be admitted by the Executive Committee. Membership is open to all and no application for membership will be refused on other grounds other than reasonable grounds. There will be no discrimination on~~

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~~grounds of race, occupation, gender, sexual orientation, ability or disability, or religious, political or other opinion.~~ *Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, political or other opinion.*

*Any prospective member who has been refused membership has a right of appeal on that decision.*

### 4. MANAGEMENT

- 4.1. The affairs of the Club shall be conducted by an Executive Committee which shall consist of the officers of the Club plus six ordinary members, all of whom shall be elected at the Annual General Meeting.
- 4.2. The officers of the Club who shall be honorary shall be the:  
  
Chairman, Vice-Chairman, Treasurer, Secretary, Welfare Officer, Club Ambassador, Junior Leader, Communications Officer and Coaching Coordinator.
- 4.3. If the post of any officer or ordinary committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting. The officers of the Club shall hold office until the conclusion of the Annual General Meeting following the year of their election, but shall be eligible for re-election.
- 4.4. All Executive committee members must be members of the Club.
- 4.5. The said officers shall also be the trustees *ex officii* of the Club who shall hold any property belonging to the Club in their name and shall further be entitled to sue and be sued on behalf of the Club as trustees *ex officii*. They shall all be entitled to personal indemnity out of the funds of the Club where they are acting bona fide in their capacity as officers of the Club.
- 4.6. The Executive Committee shall have full power to deal with all matters relating to the Club not reserved to a General Meeting in terms of this Constitution, including power to make public and

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enforce such Bye-laws as the committee feel necessary to govern the activities of the Club (including Bye-laws as to discipline).

### 5. GENERAL MEETINGS

#### 5.1. Annual General Meeting

The Club shall hold an Annual General Meeting (AGM) in the month of October to:

- Approve the minutes of the previous years AGM.
- Receive reports from the Chairman and Honorary Secretary.
- Receive a report from the Honorary Treasurer and approve the Annual accounts.
- Receive a report from those responsible for certifying the Club's Accounts.
- Elect the Executive Committee (including the officers of the Club)
- Appoint someone responsible for certifying the Club's accounts.
- Fix the subscription for the ensuing year.
- Fix the Honorarium of the Secretary and Treasurer
- Review and consider any Bye-laws
- Deal with other relevant business.

#### 5.2. Extraordinary General Meeting

An Extraordinary General Meeting shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The Executive Committee shall also have the powers to call an Extraordinary Meeting by decision of a simple majority of its members.

#### 5.3. Notices

At least 14 days notice and the Agenda shall be given to all voting members of any General Meeting. No business shall be conducted unless fair notice thereof is contained in the Agenda.

#### 5.4. Voting

- With the exception of changes to the Constitution, decisions put to a vote shall be resolved by simple majority at General Meetings.

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- The Chairman of the Club shall hold a deliberative as well as a casting vote at General and Committee meetings, in each case, at the time the meeting commences its business.
- Only fully paid up members aged at least 17 years, on the day of the meeting, shall be entitled to vote at general meetings.

### 5.5. Quora

The quorum at the General Meetings shall be 20% of the members and the quorum for Committee Meetings shall be 40% of the members.

### 5.6. Changes to the Constitution

- Any change to the Constitution shall require a two thirds majority of those present, eligible to vote and voting at a General Meeting.
- A proposal to change the Constitution must be submitted in writing to the Secretary who shall circulate the proposal to all members and allow seven days for submission of any amendments before calling a meeting in accordance with rule 5.3 above.
- All proposals for change to the Constitution shall be signed by two members eligible to vote at a General Meeting.

## 6. FINANCE AND ACCOUNTS

6.1. The financial year shall run from 1 September to 31 August each year.

6.2. The Honorary Treasurer shall be responsible for the preparation of Annual Accounts of the Club.

6.3. The Accounts shall be certified by an appropriate independent person elected annually at the Annual General Meeting.

6.4. All cheques drawn against the Club's funds shall be signed by the Treasurer and one other nominated office bearer.

6.5. All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

## 7. DISSOLUTION

7.1. The Club is a non-profit making organization. All profits and surpluses will be used to maintain or improve or develop the

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Club's facilities and equipment or to carry out the objects of the Club. No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of the Club.

- 7.2. If, upon the winding up or dissolution of the Club, there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be transferred to some other organization or organizations having objectives similar to the objectives of the Club, such organization or organizations to be determined by the members of the Club by Resolution passed at a General Meeting or in the absence of such a Resolution (or to that extent to which it cannot be given effect) to the Association to which the Club is affiliated.

### **8. DISCIPLINE AND APPEALS**

- 8.1. All complaints regarding the behaviour of members should be submitted in writing to the Secretary. The Executive 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 14 days of the hearing.

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

### **9. DECLARATION**

It is hereby certified that this document represents a true and most up to date version of the Constitution of Fraserburgh Running Club.

Signatures:

Chairperson ..... Date .....

Secretary ..... Date .....