



**clyderrunners**

## CONSTITUTION

### 1. Name

The name of the organisation shall be **clyderrunners** hereinafter referred to as the 'Club'.

### 2. Objectives

The Club is established to pursue the following objectives:

- a) Participation in the sport of Road, Trail, Cross-country & Hill running hereinafter referred to as the 'sport'.
- b) Promoting and maintaining the standards of participation and safety in the sport .
- c) Upholding the rules of the sport.
- d) Providing equal opportunities for successful participation by all adult section of the community. Adults will be those aged 18 and over.
- e) The promotion of the sport within the local and surrounding communities.
- f) Improving accessibility of physical activity in the form of jogging and running to those traditionally not members of established running clubs.
- g) Providing a duty of care to members & guests. A guest is an adult non member.

### 3. Affiliation

The Club will have affiliation to a recognised body through which suitable insurance cover will be provided. Continued affiliation will be subject to review at each AGM.

### 4. Membership

All members are subject to the Constitution of the Club.

- a) Membership of the Club is open to all individuals provided they comply with this Constitution.
- b) No person shall be refused membership on the grounds of race, colour, creed, religion, sex, sexual orientation, impairment or disability.
- c) All applications for membership shall be accompanied by the appropriate annual membership fee, which shall thereafter be payable on demand.
- d) Each fully paid up member shall be entitled to attend and -vote at General or Annual General Meetings.
- e) Fully paid up members may be elected and serve on the Management Committee.
- f) All members will receive a copy of the relevant Code of Conduct and a copy of the Constitution.
- g) Members shall be enrolled on one of the following categories
  - i) Member (adult >18 only)
  - ii) Honorary Members (adult >18 only) - *tenure limited to year of award only*



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### 5. Suspension, Refusal or Termination of Membership

- a) The management committee shall be entitled to:
  - i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the Club as set out in Rule 2 of this constitution.
  - ii) For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full Management Committee before a final decision is made.
- b) The member may apply for reinstatement at the next General Meeting.
- c) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the Management Committee and at General Meetings, and shall be suspended from taking part in any event under the control of the Club until such fees are paid.
- d) Any member under suspension shall be barred from taking part in any match or event under the control of the club.
- e) The Management Committee shall inform the member in writing of any decision to terminate their membership.
- f) Notification of the termination of a membership will be forwarded to the Governing Body.

### 6. General Meetings

#### a) Annual General Meeting (AGM)

The AGM shall be held each year at such time and place as determined by the Management Committee, at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM. At each AGM, the following business shall be conducted:

- i) Receiving and confirming the minutes of the previous AGM.
- ii) Presentation of the Club's financial accounts and asset register for the year.
- iii) Presentation of the Club's projected financial situation for the forthcoming year, and the setting of all fees
- iv) Presentation of Chair's report.
- v) Election of officers to the Management Committee.
- vi) Any other business brought before the meeting which has been submitted in writing to the Secretary not less than seven days prior to the AGM, and any other business deemed relevant by the Chair.

Notice for an AGM shall be a minimum of 21 days.

A quorum for an AGM shall be 25% of fully paid up members as of the date of calling the AGM.



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- b) Extraordinary General Meeting (EGM)  
An EGM may be called upon the written demand of:
- i) 33% of the membership.
  - ii) The Chair.
  - iii) 2/3 majority of the Management Committee.

Notice for an EGM shall be of a minimum of fourteen days notice, and stating the business to be discussed.

### **7. Rules for General Meetings**

- a) A minimum of twenty one days delivered via email to email address held on file shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chair, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each member shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be one quarter of those eligible to vote.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

### **8. Election Of Officers To The Management Committee**

- a) The members of the Management Committee shall be drawn from the membership, as defined in clause 4 of this constitution.
- b) Candidates shall be elected by nomination process at the AGM, and shall be members of the Management Committee from the conclusion of that AGM until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be seconded; and agreed by majority vote by those members in attendance at the AGM.
- d) The Chair reserves the right to hold a casting vote in a tied vote.



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### 9. Members Of The Management Committee

- a) The Management Committee shall consist of the following Officers:
- i) Chair
  - ii) Secretary
  - iii) Treasurer
  - iv) Social Convenor
  - v) Training Co-ordinator
  - vi) External Liaison Officer
  - vii) Club Championship Co-ordinator
  - viii) Committee Member one
  - ix) Committee member two
- b) All the above shall be entitled to one vote each at General Meetings, except the Chair other than the circumstances in 7(e)
- c) The Management Committee may appoint any sub-committees it may deem necessary to deal with the matters of the Club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the Management Committee.
- d) The Management Committee may co-opt any member during the currency of the remaining term of office in order to undertake a specific task

### 10. Rules For The Management Committee

- a) The Chair shall chair the meeting, or in his/her absence one of either Secretary, Treasurer or a nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days notice of any meeting of the Management Committee shall be given by the Secretary, except when:
- i) The date of the meeting had been agreed at the previous management meeting, in which case seven days notice shall be given.
  - ii) In an emergency the Chairperson may call a meeting at four days notice.
- c) The quorum shall be four of those Officers entitled to vote, as listed at Rule 9. a).
- d) All members of the Management Committee as listed at Rule 8. a) shall be entitled to vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the club.
- g) In order to keep **clyderunners** fresh and open in approach, office bearers shall occupy any given position for a maximum of two successive years before stepping down. Individuals will be welcome to apply for re-election after a minimum period of 1 year in a non official capacity up to a maximum period of 5 years continuous committee service. 5 years is the maximum period any individual may serve on the committee before retiring for a minimum period of 1 year before being able to again apply for re-election.



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### 11. Finance

- a) The income and property of the Club, however derived, shall be applied solely towards the objectives of the Club as set out in Rule 2, of this constitution.
- b) The club shall have the power to raise money by means of yearly affiliation fees as determined by the Management Committee at the Annual General Meeting.
- c) All monies shall be lodged in a bank account in the name of the Club.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the Club, of which two signatories shall be needed.
- e) The financial year of the Club shall run from 1<sup>st</sup> January to 31<sup>st</sup> December.

### 12. Amendments to the Constitution

This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

### 13. The Dissolution Of The Club.

- a) Any resolution to dissolve the Club may be passed at any General Meeting provided that:
  - i. the terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
  - ii. at least twenty eight days of the proposed resolution shall be given in writing by the Secretary to all members, and that
  - iii. such a resolution shall receive the assent of two thirds of those present and entitled to vote.
- b) Upon dissolution of the Club, after all club and Trustee liabilities have been cleared, all remaining financial and material shall be given or transferred to Scottish Athletics or as determined by the meeting, to be employed for the development of the sport.

### 14. Declaration

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

### SIGNATURES

Chair Person

Allan Mooney

Secretary

John Kay

Date 10/01/15

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