

# Ramsey Rowing Club Constitution

This document shall form the constitution of The Ramsey Rowing Club.

## 1. NAME

The club shall be known as the Ramsey Rowing Club. (hereinafter referred to as "The Club")

## 2. OBJECTIVES

The objectives of the club are to:

- Promote the participation of the members in the sport of rowing.
- Offer coaching, recreational and competitive opportunities in rowing.
- Promote the club within the local community and the sport of rowing.
- Ensure fair and equal treatment to all present & future members.

## 3. MEMBERSHIP

A. Membership of the club shall be open to all.

B. Classes of Membership.

- a. Full Members - Must be over 18, can use of all club equipment and facilities, and shall have the right to vote at meetings and to stand for election to any club office.
- b. Family Members - The spouse and/or children under 18 of a full member.
- c. Junior/Student Members - Those under 18 or pursuing a course of full-time education. Those under 12 will only be admitted when one or both parents are members.
- d. Associate/Social Members - Do not have access to or use of club boats and training equipment.

C. Election:

Candidates for election to membership shall make written application to the Secretary of the Club on the form provided (appendix i). The power of election shall rest with the Committee, who may refuse to elect to membership any applicant without assigning a reason for so doing.

D. Restriction:

A person who has been expelled from, or refused membership of, the Amateur Rowing Association, shall not be eligible for membership.

E. Acceptance:

The Committee may at its sole discretion, decline to accept renewal of membership, from any person, without disclosing the reason.

## 4. EQUAL OPPORTUNITIES POLICY

The Club will ensure that the talents and resources of all members are utilised to the full and that no member receives less favorable treatment on the grounds of gender, disability, marital status, creed, social class, ethnicity, age or sexual orientation or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

## 5. CHILD PROTECTION PROCEDURES

The Club accepts the policy and procedures relating to Child Protection, as set out by the ARA, and requires all members to accept them as a condition of membership.

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## 6 ENTRANCE FEE

Each applicant for membership shall, if his/her application be accepted, pay an entrance fee, the amount of which shall be determined by the members in General meeting. (For current fee see appendix ii)

## 7. SUBSCRIPTION

The rates of subscription shall be determined by the members in General meeting and shall be due on election and, thereafter, on or before 1<sup>st</sup> May in each year. (For current rates see appendix ii)

## 8. CESSATION OF MEMBERSHIP

- A. Any member may resign giving one month's clear notice in writing to the Secretary.
- B. Any member violating any of the rules or regulations of the Club or being adjudged guilty of unsatisfactory conduct may, by resolution of the Committee, be suspended or expelled. Any member so suspended or expelled may appeal to an independent Hearings Panel if such an appeal is approved by 2 of the officers of the Club. The panel may be drawn from the membership of the Club or from other clubs in the region. The panel will hear and receive evidence, reach a conclusion, affirm or reject the sanctions imposed as appropriate.
- C. Any hearings panel must give a fair and independent hearing to the appellant within an appropriate time-scale. Hearings must not contravene the Human Rights Act of 1998 or any other policies of the Club and Amateur Rowing Association.
- D. A member shall be deemed to have resigned from the Club if, after due notice in writing, they have not paid by 1<sup>st</sup> July the annual subscription which became due on 1<sup>st</sup> May. They may, however, rejoin at any time during that year without payment of any entrance fee, subject to the provision of 3.C or 3.D above.

## 9. DISQUALIFICATION FROM HOLDING OFFICE

- A. Only members entitled to vote are eligible to hold office.
- B. Any member who is under the age of 18 years, shall not be eligible for election to the Committee of the Club.

## 10. COMMITTEE

- A. The Committee shall conduct the affairs of the Club as a whole and shall consist of a Chairman, Secretary, Treasurer, and other Officers as deemed necessary, together with 3 ordinary members. The Committee shall have the power to co-opt up to 3 further members but co-opted members shall have no right to vote at Committee meetings
- B. Nominations for the position of Chairman, Secretary, Treasurer, and any other Officers shall be put forward in the form of a motion under the terms of rule 13.D.
- C. The Committee shall elect a Vice-Chairman from among its number.
- D. The term of Office shall be one year, and members shall be eligible for re-election.

## 11. DUTIES OF COMMITTEE

- A. Chairman: The Chairman will preside at all General Meetings of the Club and at all meetings of the Committee, and shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chairman shall represent or arrange for the representation of the Club at ARA regional level and at meetings of other organisations. The Chairman shall ex officio be a member of any other committee of the club.
- B. Captain: The Captain will be responsible for training, coaching and representation of the club in competitions.

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- C. Secretary: The Secretary will be responsible for the organisation of meetings of the Committee and of the Club, and the recording of minutes relating to such meetings and all correspondence relating to the general business of the Club.
- D. Treasurer: The Treasurer will be responsible for the collection and disbursement of all moneys belonging to the Club and will keep proper accounting records of all such transactions. He or she will present to the members at the AGM a balance sheet and income and expenditure account showing the Club's financial position and the results of its transactions for the year. The transactions of the Club will be conducted through a bank account and will require the signatures of any 1 of 3 members of the Committee who have been designated for the purpose.

### 12. CLUB COMMITTEE

- A. The Committee is responsible for the general conduct of the Club's business and activities.
- B. The Committee shall meet at regular intervals during the year, as required by the business to be transacted.
- C. Special meetings of the Committee shall be called by the Secretary on instructions from the Chairman, or not less than three members.
- D. A quorum shall consist of not less than 4 members
- E. In the case of casual vacancy among the Committee, the said Committee shall be entitled to appoint another eligible person to act until the next AGM.

### 13. GENERAL MEETINGS

- A. An Annual General Meeting shall be held in April of each year. There shall be laid before the meeting a statement of accounts made up to the 31<sup>st</sup> day of the month of March immediately preceding.
- B. An Extraordinary General Meeting shall be called on the instructions of a simple majority of the Committee, or on a requisition signed by no less than 8 of the members of the Club entitled to vote.
- C. Not less than 21 days clear notice shall be given, specifying to all members the time and business of the meeting.
- D. Motions for discussion at Annual General Meetings not of origin from within the committee, shall be lodged with the Secretary at least 30 days preceding the AGM, and be signed by 3 members entitled to vote.
- E. At any General Meeting, a resolution put to the vote of the Meeting shall be decided by a show of hands, of those entitled to vote, except when more than one nomination has been received for a position on the Committee, in which case voting shall be by secret ballot.
- F. At all General Meetings the Chairman shall preside or, in his/her absence, a Chairman for the meeting will be elected by the voting members present.
- G. At all General Meetings not less than 60% of the members of the Club entitled to vote shall constitute a quorum.
- H. Absences of Quorum: If after half an hour 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 be fixed by the Committee. If a quorum is not present within half an hour from the time appointed for an Adjourned Meeting, the members present shall be a quorum.
- I. 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.

### 14. LIABILITY

The 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.

### 15. VOTING

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Only full members, and family members over the age of 18 years are entitled to vote at all meetings.

## 16. ALTERATION OF CONSTITUTION

- A. This constitution shall not be altered, amended or rescinded except by a General Meeting of the Club.
- B. A resolution to give effect to a change must be passed by at least 75% of the members present at the General Meeting, and voting on this behalf.

## 17. AUDITOR

Should the income of the Club exceed £5000 in one year, then the Annual General Meeting shall appoint an Auditor who shall at the conclusion of the next financial year examine the financial records of the Club, and report to the members on the income and expenditure accounts and balance sheet that are presented at the next AGM.

## 18. DISTRIBUTION OF PROFITS

In no circumstances can any profit be distributed to members, but any profits earned shall be used in furthering the objects of the Club.

## 19. TERMINATION

The Club shall not terminate except by a resolution of a Special General Meeting convened for the purpose and, in such an event, any surplus assets shall be handed over to a body or bodies with similar objects or to a charity or charities agreed by the meeting which formally terminates the Club.

## 20. EQUIPMENT ON LOAN

Paragraph deleted by decision made at AGM 2008.

## 21. 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 Committee whose decision shall be final.

## 22. SAFETY

The committee shall appoint a member to act as Safety Advisor whose duty it will be to understand the requirements of the ARA Code of Practice for Water Safety and advise on their prominent display, their observation and their implementation at all times.

## 23. DECLARATION

Each member upon joining shall sign the declaration contained in the application for membership (appendix i)



**RAMSEY ROWING CLUB  
SUBSCRIPTION RATES**

<b>Entrance Fee</b>	<b>Nil</b>
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<b>Class of Membership</b>	<b>Annual Subscription</b>	<b>Monthly subscription</b>
Full	£120.00	£10.00
Junior	£25.00	Not applicable
Student	£25.00	Not applicable
Family	£150.00	£12.50
Associate	£10.00	Not applicable
Social	£10.00	Not applicable