

### **1 Name & affiliations**

- The club will be called **Banchory Running Club**.
- The club will be affiliated to the 'Association of Running Clubs' and is a recognised 'Jog Scotland' group.
- The club colours are purple, yellow and white.

### **2 Aims and objectives**

The aims and objectives of the club will be:

- To organise running, training and coaching sessions suitable for the needs of the membership.
- To foster a spirit of fellowship and mutual encouragement between members of the club.
- To provide opportunities for members to participate in organised running events.
- To organise and provide assistance at running events local to Banchory.
- To promote safety and consideration in the conduct of club activities.
- To encourage participation in running including family members under the age of 18 years.

### **3 Membership**

- Membership is available to all adults aged 18 years or over.
- 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.
- A runner can attend several sessions before becoming a member. A runner becomes a member once the annual membership fee is paid.
- The committee can cancel the membership of any member if a majority of the committee judge the member to be not abiding with the Aims and Objectives.

### **4 Membership fees**

- Membership fees will be set annually and agreed by the Committee for approval at the Annual General Meeting.
- Membership fees will run from 1st April. New members joining after 1st January will not be required to pay the next annual fee.

### **5 Club officers and committee members**

The committee will consist of the club officers and a maximum of 4 members each of whom shall have a portfolio; e.g. club kit officer or social convenor or webmaster e.t.c

The officers of the club will be:

- Club Leader
- Membership Secretary
- Club Treasurer

All committee members and officers will be elected annually at the Annual General Meeting.

### **6 Committee meetings and responsibilities**

- Committee meetings shall be convened when necessary and if at least 2 committee members request a meeting.
- General club matters can be discussed and agreed by the committee on a 'virtual' basis, e.g. by email
- The quorum required for business to be agreed at Committee meetings will be three eligible votes.
- The Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club as well as ensuring that the aims and objectives are adhered with.

### **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 the last day of March.
- A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- All expenditure undertaken by or on behalf of the club must be approved by least two of the club officers.
- Each of the club officers can individually authorise expenditure once above approval is granted.

### **8 Annual General Meetings (AGM)**

- An Annual General Meeting will be held close to the end of the financial year and preferably within six weeks of that date.
- Notice of the AGM will be given by the Club Leader. Not less than 21 clear days' notice to be given to all members.
- The AGM will receive a report from officers of the Committee and a statement of the accounts.
- Nominations for club officers and committee members can be sent to the Club Leader prior to the AGM.
- Election of committee is to take place at the AGM.
- All fee paying members (as specified above) have the right to vote at the AGM.
- No quorum for AGMs will be set and those attending will be responsible for decisions taken. However, in matters of significant importance to the club all members will be notified and asked to provide feedback to the Committee prior to the AGM.

### **9 Extraordinary General Meetings (EGM)**

- An Extraordinary General Meeting may be called upon the written demand of:
  - 25% of the membership.
  - The club leader.
  - a majority of the committee.
- Notice for an EGM shall be a minimum of fourteen days and shall state the business to be discussed.

### **10 Rules for General Meetings and EGMs**

- The Club leader, or in his or her absence another member of the committee selected by the meeting, will take the Chair.
- Each member shall have one vote.
- All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- The quorum shall be three eligible votes.
- A committee member shall be appointed to keep the minutes of the meetings and record all proceedings and resolutions.

### **11 Resolution of Issues**

Any matters of concern should be made known to a Committee member for resolution at the next Committee meeting.

### **12 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 be transferred to another local sports club or clubs in accordance with the wishes of the majority of the AGM or EGM.

### **13 Amendments to the constitution**

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