



St Andrews Coastal Rowing Club

Constitution

1 NAME

1.1 The Club will operate under the name *St Andrews Coastal Rowing Club*.

2 OBJECTIVES and PURPOSES

2.1 The Main Purposes of the Club are to provide facilities for and to promote participation in the amateur sport of Coastal Rowing in St. Andrews and surrounding areas

2.2 The club shall build and use Coastal Rowing boats in St Andrews and stimulate healthy competition between St Andrews and other communities and clubs by means of races, regattas or other organised events.

2.3 The club shall promote Coastal Rowing in St Andrews as a healthy recreational activity, which can be done safely by people of all ages at a level suited to their competence, experience and state of fitness, and which in addition provides valuable opportunities to be close to nature and to wild life.

2.4 The club will encourage its members to adopt and apply best practice in Health and Safety, Safety at Sea, and Child Protection and to take personal responsibility for their application.

2.5 The club shall foster close relationships between the builders of boats and equipment and rowers, so that there is better understanding of skills and craftsmanship, design and materials.

2.6 The club will encourage members to meet socially.

3 MEANS

The club will achieve its objectives:

3.1 by disseminating knowledge of Coastal Rowing,

3.2 by supporting other communities, clubs and members who wish to acquire or build rowing boats,

3.3 by first obtaining and then providing guidance on conformity to class rules and measurements for the St Ayles skiff, and any other class of boat that is adopted,

3.4 by obtaining and providing guidance in good practice in safe rowing,
3.5 by obtaining and providing coaching in Coastal Rowing.
3.6 by purchase, hire or rent of such buildings or equipment as is necessary to achieve its objectives.

4 MEMBERSHIP

4.1 Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

4.2 The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

4.3 The Club Committee may refuse membership, or remove it, only for a good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to members.

4.4 Admission to the club shall be by application of the potential member and shall rest with a majority of the Committee then present.

4.5 The club will seek to ensure that all potential members and members are treated equally and fairly and have an opportunity to participate in the activities and affairs of the club. The club will conform to all relevant Legislation and Laws. Action will be taken against any member or officer of the club who is guilty of any unfair form of discrimination.

4.6 Upon joining the club members agree to abide by the Constitution and the Rules of the club.

5 MANAGEMENT

5.1 The club shall be managed by a Committee consisting of the Officers - Convenor, Secretary, Treasurer - and not more than three other members.

5.2 Three shall form a quorum at Committee meetings.

5.3 The Committee shall meet at least once quarterly at such time and place as may be convenient and on such other occasions as shall be necessary.

5.4 At all meetings of the Committee the Convenor shall preside, but if absent, the meeting shall elect a chair. The chair shall have a deliberative and in cases of equality a casting vote.

6 ELECTION OF OFFICERS AND COMMITTEE MEMBERS

6.1 Members of the committee shall serve for terms of three years, one-third retiring each year, and shall be eligible for re-election. Officers of the club shall serve for terms of one year and shall be eligible for re-election. The mode of election shall be by nomination at the Annual General Meeting. Nominations for election must be notified to the Secretary at least 4 weeks before the AGM. The

nominee shall be in attendance or their consent to be nominated previously obtained.

6.2 The votes for candidates thus proposed shall be taken by a show of hands.

6.3 In the case of a vacancy occurring during their term among the officers or members of the committee, the remaining members may fill such vacancy by co-option. Any officer or member so co-opted shall hold office until the end of that term.

6.4 The Committee may co-opt additional members for specific purposes. Such members shall serve only until the following Annual General Meeting, but may be re-appointed until the completion of their specific project.

6.5 Any officer or member of the committee may be removed at any time by a two-thirds majority of the voters present at a General or Special Meeting called for that purpose.

6.6 The Secretary, or if absent the Treasurer, shall call all meetings of the club and committee and shall keep full and correct minutes of all proceedings to be regularly produced at meetings; they shall act under the superintendence of the committee.

7 FINANCE

7.1 The Treasurer shall receive and disburse all monies. A copy of the accounts approved for payment shall be appended to the Minutes of the Committee Meeting. The Treasurer shall keep correct accounts, which shall be subject to an examination by an independent person or persons, to be appointed at the Annual General Meeting of the club. A financial statement shall be made available to members at least one week before the Annual General Meeting.

7.2 The Secretary shall be responsible for maintaining a register of members, recording the number and class of subscription paid, and for sending out subscription notices in April each year. The Treasurer shall deposit all monies received in the club bank account.

7.3 The financial year of the club shall end on the 31st March.

7.4 A bank account shall be kept in the name of the club in a bank chosen by the Committee. All cheques must be signed by the authorized signatories, being the Treasurer and another member of the Committee.

8 PROPERTY and DISSOLUTION

8.1 The whole property of the club belongs to the members.

8.2 All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

8.3 Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports

9 MEETINGS OF THE CLUB

9.1 The Annual General Meeting of the club shall be held in April, at which the Committee's report and the Treasurer's financial statement, as examined, shall be submitted for approval; and officers, committee members and auditors shall be elected and appointed for the ensuing terms.

9.2 A Special Meeting of the Club may be called at any time

a) by the Secretary, on the instruction of the Committee,

b) on a requisition signed by one third of the voters being handed to the Secretary stating the object of the meeting. On receipt of such a requisition, the Secretary will give notice of the meeting within 7 days and arrange for the meeting to be held within 21 days.

9.3 All meetings shall be convened, stating its object, at least one week beforehand.

9.4 At all meetings of the club, one quarter of the voters shall form a quorum. No want of a quorum after the chair has opened the meeting shall make it incompetent to transact business.

9.5 The Convenor shall preside at all meetings of the club and if absent the meeting shall elect a chair.

9.6 The chair shall have, in cases of equality, a casting vote.

9.7 Each individual member and each member organization shall be entitled to one vote in respect of each resolution at a meeting of the club. Each member organization must indicate before the start of the meeting the identity of its delegate.

10 SUBSCRIPTION

10.1 Each member of the club shall pay an annual subscription to the club. The subscription for all members shall be set by the AGM.

10.2 The subscription of a member shall be due on admission and no member shall be entitled to the privileges of the club until it has been paid. The admission shall become void if payment is not made within one month after intimation; provided that if a member shall be admitted after the commencement of a subscription year, the subscription payable for that year shall be in proportion to the number of complete months left in the subscription year.

11 LISTS OF MEMBERS and NOTICES

11.1 A list of all members of the club, this Constitution, and any Rules and Regulations currently in force shall be available on the club website. The

contact details of members other than the office bearers and committee members will be available only by means of a password.

11.2 Every member shall furnish the Secretary with a current address and email address (if available), which shall be recorded in a Register of Members, and any notice sent to such address shall be deemed to have been duly delivered after three days.

12 AMENDMENT OF THE CONSTITUTION

12.1 Any member wishing to propose an amendment to the Constitution other than under clause 9.2 shall give notice at least 4 weeks before a General Meeting. There must be a proposer and a seconder for each amendment. The Secretary will place the proposal on the agenda for the meeting. The proposed amendment must be carried by a two-thirds vote of those present.

13 SUSPENSION

13.1 Any member who, in the reasonable opinion of the Committee, has wilfully persisted in the infraction of any constitutional provisions, or otherwise misconducted themselves, shall be liable for suspension or be otherwise dealt with (including expulsion) by the Committee as they in their sole discretion may deem fit.

14 GENERAL POWERS

14.1 The Committee shall have power to borrow money and to grant securities, heritable or otherwise, over the assets and undertakings of the Club or any part thereof; provided that all borrowings shall be approved at an Annual or Special General Meeting of the Club.

14.2 The Committee shall have power to establish such rules and regulations as may be necessary for the proper conduct of the club's activities, whether for leisure, training, or competition.

15 INTERPRETATION

15.1 Where the context so admits in the Constitution and Rules:

- a) The masculine includes the feminine and vice-versa.
- b) The singular includes the plural and vice-versa.