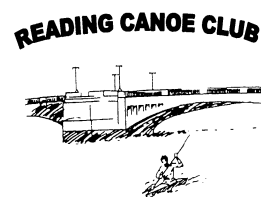


Reading Canoe Club

The Warren, Caversham, Berkshire, RG4 7TH
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Constitution

Amendments		
Clause 2.0	Replaced previous version	AGM 15 Nov 08
Clause 3.1	Replaced previous version	AGM 15 Nov 08
Clause 3.3	Replaced previous final sentence	AGM 15 Nov 08
Clause 12	Add final part sentence	AGM 15 Nov 08

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1.0 Name

The club shall be known as Reading Canoe Club hereinafter known as the club.

2.0 Objectives

The objective of the club is to provide facilities for and promote participation of the whole community in the sport of canoeing.

3.0 Membership

3.1 Qualification

Membership of the club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of canoeing as a particular sport.

3.2 Classes of Membership

- a. Senior members - over the age of 18 on the date of renewal or joining
- b. Junior members - under the age of 18 on the date of renewal or joining the club
- c. Associate members - non paddling members of the club
- d. Senior citizen - over 65
- e. Student - in full-time education
- f. Other-categories as defined by the general committee

3.3 Election

Candidates for election or renewal shall make written application to the membership secretary of the club on the form provided. The General Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to the Club's members and decided by a majority vote.

3.4 Entrance Fee

Each applicant for membership shall, if their application be accepted, pay an entrance fee, the amount of which shall be determined by the members in general meeting.

3.5 Subscription

The rates of subscription shall be determined by the members in general meeting and shall be due on the anniversary of the date of application for membership and every year after.

3.6 Cessation of Membership

1. Any member may resign giving one month's clear notice in writing to the secretary.
2. Any member violating rules or regulations of the club or being adjudged guilty of unsatisfactory conduct may be, by resolution of the general committee, be suspended or expelled. Any member so suspended or expelled may appeal to a special general meeting if such an appeal is sponsored by not less than seven members.
3. Any member so suspended or expelled may also appeal to the British canoe union to state their case.
4. Any member shall be deemed to have resigned from the club if, after due notice in writing, they have not paid within three months the annual subscription which became due on the appropriate anniversary. They may however, rejoin at any time during that year without payment of any entrance fee.

3.7 Boat Storage

Boat space will be allocated by the general committee and a waiting list of members requiring a space will be drawn up so that individuals have knowledge of their likelihood of being allocated a space.

Members who do not pay within 1 month after the fee is due for boat storage will have their boat removed from the boat shed and the space reallocated. Prior to removal the member in question will be warned that the action is to take place.

4.0 Duties of Committee

4.1 Chairman

The chairman will preside at all general meetings of the club and at all meetings of the general committee. They shall be responsible for guiding the activities of the club in accordance with its rules and general policy as expressed by the majority of its members. They shall ex officio be a member of any other committee of the club.

4.2 Secretary

The secretary will be responsible for the organisation of meetings of the general committee of the club, and the recording of minutes relating to such meetings and all correspondence relating to the general business of the club. The secretary shall also be responsible for transmitting to the section leaders all correspondence relating to the particular activities of the section concerned at the earliest opportunity. He will receive copies of the minutes relating to the section committee meetings.

4.3 Treasurer

The treasurer will be responsible for the collection of all monies and shall keep such books of account as required by the general meeting. They shall have the power to examine, after giving one week's notice, the books of any section, and shall report any discrepancies to the general committee. They shall audit the books of each section annually and shall produce at the AGM balance sheets showing the financial state by each section and of the general funds, accompanied by the auditor's report.

4.4 Other Officers

There will be other general officers on the general committee.

5.0 General Committee

1. The general committee shall conduct the affairs of the club as a whole and shall consist of a chairman, secretary, treasurer, and other officers as necessary. Additionally, the general committee may co-opt no more than seven members of the club to its number. All officers have a vote with the chairman having a casting vote only. The co-opted members have no vote on the general committee.
2. Nominations for the position of chairman, secretary, treasurer and other officers shall be put forward in the form of a motion under the terms of rule xi. 5.
3. The general committee may elect a vice - chairman from among its number if one has not been elected.
4. The terms of office shall be for 1 year, and members shall be eligible for re-election.
5. The general committee is responsible for the general conduct of the club's business and activities.
6. The general committee shall not meet less than six times, at regular intervals, during the year.
7. Meetings of the general committee shall be called by the secretary, on instructions from the chairman or by any committee member.
8. A quorum shall consist of not less than four committee members.
9. In the case of casual vacancy among the general committee, the said committee may appoint another eligible person to act until the next AGM.
10. The general committee will be responsible for the production and maintenance of club rules which will be displayed prominently.

6.0 Sections

The club will organise the following sections to cover the various activities of canoeing.

- a. Racing
- b. Slalom

- c. Canoe polo
- d. Activities

The affairs of each section may be conducted by a sub-committee of the appropriate number of members, of whom the leader shall serve on the general committee and duly report to.

The leader will be elected by the appropriate section before the AGM. The leader's position can be reviewed at any time throughout the year by the section.

Sections may nominate other members of the section to serve on the section committee.

Meetings of the section committee shall be called by the section leader, of the sections concerned, or on the instruction of any member of the section committee.

The secretary or section leader of each section shall keep minutes of all section meetings and be prepared to produce these if required at general committee meetings. They shall also be responsible for the collection of all monies relating to the section and shall submit a balance sheet showing the financial state of the section at the AGM. They shall also be prepared at all general committee meetings to give a statement of the section's finances.

Section committees may draw up rules and regulations necessary for the efficient management of the section, but such rules and regulations shall not become operative until approved by the general committee.

7.0 General Meetings

The annual general meeting shall be held in the month of October or November of each year. There shall be laid before the meeting a statement of accounts made up to the 30th day of September immediately proceeding.

An extraordinary general meeting shall be called on the instructions of the majority of the general committee, or on a requisition signed by not less than 15% or a minimum of 20 members of the club (which ever is less)

Not less than 28 days clear notice shall be given, specifying time and business of a general meeting. Notice of the AGM will be given in writing to all members according to the current membership list.

Motions for discussion at annual general meetings, not at origin from within the general committee, shall be lodged with the secretary 14 days before the meeting and are to be seconded. These motions will be posted in the club premises.

Nominations for committee positions shall be lodged with the secretary 14 days before the AGM and will be posted in the club premises. All nominations are to have a proposer and seconder.

Motions maybe accepted from the floor at the AGM at the discretion of the chairman.

At any general meeting, a resolution put to the vote of the meeting shall be decided by a show of hands, except when more than one nomination has been received for a position on the general committee, in which case voting will be by secret ballot.

At all general meetings the chairman will preside or, in his/her absence, a vice - chairman will be elected by the committee.

At all general meetings not less than 20% of members or 30 members of the club shall constitute a quorum (which ever is less).

7.1 Absence of Quorum

If after 1/2 hour from the time appointed for the meeting, a quorum is not present, the meeting if called at the request of the members shall not be dissolved, in any other case, the meeting shall be adjourned until a time and place to be fixed by the general committee. The time appointed for the adjourned meeting will not be less than 7 days from the original date.

7.2 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.

8.0 Liability

The general committee shall manage the affairs of the club. Financial or legal liability incurred in the rightful exercise of their offence shall not, however, be the personal liability of the committee, but shall be the responsibility of the club as a whole.

All members or other persons who attend club tours or meets do so at their own risk and neither the club or its officers can accept any liability for any loss or injury of any kind sustained at headquarters or whilst on a club tour or meet.

The club shall not incur debt in excess of the value of its asset without an external guarantor.

9.0 Alteration of the Constitution

This constitution shall not be altered, amended, or rescinded except by a general meeting of the club.

A resolution to give effect to a change must be passed by at least 50% of the members present at the general meeting, and voting on this behalf.

10.0 Auditor

Every annual general meeting shall appoint an auditor who shall at least once in every year examine the accounts of the club, and ascertain the correctness of the income and expenditure accounts and of the balance sheet.

11.0 Distribution of Profits

In no circumstances can any profit be distributed to members or third parties, but any profits earned shall be contributed to a general fund for furthering the objectives of the club.

12.0 Termination

The club shall not be dissolved except by a resolution of a general meeting convened for the purpose. On dissolution of the club any surplus assets shall be given or transferred to another registered CASC, a registered charity or the British Canoe Union as the sport's governing body for use by them in related community sport.

13.0 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 general committee whose decision shall be final.