

## **CONSTITUTION**

### **1. NAME**

This shall be Garioch Roadrunners, hereinafter referred to as 'the Club'

### **2. OBJECT**

The object of the club shall be:

- a) The enjoyment and improvement of running for its members.
- b) To encourage all members to take part in training, social events and competition and promote the development and participation of running in the North East of Scotland.
- c) To provide training and coaching for members.
- d) To organise running races, including open races and internal club competitions.
- e) The Club shall cater for the following running disciplines: Road Running, Cross-Country Running, Trail Running and Hill Running.
- f) The Club shall seek to be affiliated to national (Scottish Athletics) and regional amateur athletic bodies (NESAP) as the Committee consider appropriate in order to support the objectives of the Club.
- g) The Club is an unincorporated association. The Club will not make a profit, any surplus funds will not be distributed to individual members, but will be used for the benefit of the Club as a whole.

### **3. MEMBERSHIP**

- a) The club shall consist of amateurs, according to the Scottish Athletics definition of an amateur.
- b) Application for membership shall be made in writing to the club secretary and approved by the Management committee.
- c) Each member shall pay an annual membership fee decided at the Annual General Meeting.
- d) Subscriptions must be paid for the current season before the member can compete for the club, except where the club chooses to waive this rule. Fees cover the calendar year, 1st January – 31st December. New members joining 1<sup>st</sup> October to 31<sup>st</sup> December, will get membership until 31<sup>st</sup> December the following year.
- e) The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- f) New Members will normally be expected to apply for membership after a familiarisation period.
- g) Members may join the Club on a second claim basis. Second claim members shall enjoy the same membership entitlement as first claim members but with the following exceptions:
  - i. Second claim club members do not qualify for Club London Marathon places since these are allocated by the organisers pro rata the number of first claim members in the Club.
  - ii. Second claim members shall not be entitled to vote at the AGM or any EGM.
- h) The minimum age for membership of the club is 16.
- i) Applicants under the age of 18 years should have membership form signed by a parent or guardian.

- j) The Committee will have authority to cancel membership, subject to 1 month's written notice, of any member falling 12 months in arrears. Notice to cancel will be sent to the member's address as listed in the current membership records.
- k) To resign, a member must inform the Club Secretary in writing. Membership will be deemed to have terminated on the date of receipt of the resignation letter.

#### **4. MANAGEMENT**

- a) The Management Committee of the Club (hereinafter referred to as 'the Committee') shall consist of Chairperson, Club Secretary and Club Treasurer (known as the Executive Officers) plus at least four other members, all of whom will be elected at the Annual General Meeting.
- b) Subject to these Rules, the Committee shall have responsibility for the management of the Club, its funds, property and affairs.
- c) The Committee shall meet at least once a quarter or at the request of any two committee members.
- d) A Quorum for a meeting of the Committee shall be 4, including at least two of the Executive Officers.
- e) Minutes of such meetings shall be made available to all members of the Club following verification. Any outstanding items from these minutes shall be included in the Agenda of the next meeting.
- f) All decisions will be by a simple majority vote: the Chairperson shall only have a casting vote in the event of a tie.
- g) All Committee members shall be elected annually by a simple majority vote at an Annual General meeting (AGM).
- h) Nominations for members to be eligible for election to the Committee must be communicated in writing to the Club Secretary a minimum of 2 weeks prior to the the AGM.
- i) Only members willing to serve shall be nominated for the Committee.
- j) Term of office for Committee members shall be one year to the next AGM, when they shall automatically, but may be eligible for re-election.
- k) No member may be elected to the Committee in the same role for more than 4 consecutive years.
- l) Should a member of the Committee resign during the course of the year, the remaining members of the committee may co-opt one of the other members on to the committee at their discretion.
- m) The responsibilities for each committee role will be documented.

#### **5. ANNUAL GENERAL MEETING**

- a) The Annual General Meeting will be held during March and the following business undertaken:
  - i. The Chariman's report will be read and discussed, which will cover the year's fixtures and social events.
  - ii. The Treasurer will present the annual Income and Expenditure statement and simplified balance sheet, which has been verified by an independent external qualified accountant.
  - iii. The Committee officials will be elected.
  - iv. Items specified on the meeting agenda will be discussed.
  - v. Any other business will be discussed which is agreed to by the meeting.

- b) The Club Secretary shall post notice of the AGM at least 14 days prior to the scheduled date.
- c) Motions to be discussed must be submitted in writing to the Club Secretary at least two weeks before the AGM.
- d) One quarter of all paid up and voting members will constitute a quorum for the AGM.
- e) Only members of 16 years and over will be eligible to vote.
- f) Only members with fully paid subscriptions for the previous season may vote at the AGM.
- g) Except as otherwise indicated in these Rules, all resolutions shall be decided by a simple majority of the votes cast on a show of hands.
- h) The Chairperson shall only have a casting vote in the event of a tie.

## **6. EXTRAORDINARY GENERAL MEETING**

- a) An Extraordinary General Meeting (EGM) may be called by the Committee, after a period of two weeks notice to all members.
- b) Or upon the Committee receiving a petition duly signed by 10 paid up and voting members to discuss matters of pressing urgency. The Club Secretary, on receipt of such a petition shall, within two weeks, convene an EGM dealing only with that business detailed in the order.
- c) One quarter of all paid up and voting members will constitute a quorum for an EGM.
- d) Voting rights shall be as per the AGM.

## **7. AMENDMENTS TO CONSTITUTION**

- a) The Constitution may be altered but only by a resolution passed by two-thirds majority of those present and voting at an AGM or an EGM called for that purpose.

## **8. CORRESPONDENCE**

- a) All correspondence from the club should be sent by the Club Secretary from the email address [secretary@gariochroadrunners.com](mailto:secretary@gariochroadrunners.com).
- b) Any significant communications received shall be circulated to the committee.

## **9. MISCONDUCT**

- a) The Club reserves the right to discipline any member, or expel from the club any member, whose conduct is determined to be not conducive to the aims or interests of the club or its members, or whose behaviour is likely to bring the Club into disrepute. These rights shall be exercised by the duly elected Executive Officers on behalf of the club.
- b) If a Club Member has a complaint regarding another Club Member then he/she should make that complaint known to one of the Executive Officers in writing.
- c) Reports or allegations of misconduct will be investigated at a meeting of the Executive Officers, who will invite the member to address the meeting.
- d) The appropriate penalty will be set by the Executive Officers.
- e) The member will be informed of the decision as soon as possible.

- f) Any member disciplined or expelled may appeal against the Executive decision in writing within 7 days of being notified of the decision.
- g) The appeal will be dealt with by the full Committee.

#### 10. CLUB KIT

- a) Club kit should normally be worn by all competitors representing the club at a competitive meeting.

#### 11. CLUB FUNDS AND PROPERTY

- a) All funds raised by the Club will be used to provide resources and advice for the benefit and use of its members. Funds will also be used to support activities directly connected to the efficient management or the social activities of the Club.
- b) Equipment purchased for the Club will be owned by the Club and managed by the members.

#### 12. BANK ACCOUNT

- a) An account shall be kept in the name of the Club, at a bank approved by the Committee.
- b) This account will be used to hold money received by the Club and also to facilitate payments due by the Club.
- c) Payments by the Treasurer from the account up to £50 are preauthorised. Payments higher than £50 shall be authorised by another Executive Officer.
- d) The financial year for the Club will be the calendar year, 1<sup>st</sup> January to 31<sup>st</sup> December.

#### 13. LONDON MARATHON

- a) Overriding Qualification Criteria
  - i. To be eligible to participate in the ballot for Club places, a person must be a paid up first claim Member of the Club in the qualifying year (i.e. the year prior to the Marathon), must have entered the public ballot for the London Marathon and have the relative rejection slip.
- b) Additional Criteria
  - ii. The Member must have represented the Club in at least 3 races in the qualifying year,
  - iii. The Member must not have had a club place for the London marathon in the previous 2 years,
  - iv. In exceptional circumstances, the Committee may modify these criteria.

#### 14. DISSOLUTION

- a) The Committee by a two thirds majority at a quorate meeting may decide to dissolve the club. They must then call an Extraordinary General Meeting, giving 2 weeks notice to all club members.
- b) Alternatively, 10 ordinary paid up members may petition the Secretary in writing to call an Extraordinary General Meeting, giving 2 weeks notice to all club members.
- c) If the motion is passed by a two thirds majority the club is then dissolved.
- d) Upon dissolution any funds remaining after all debts have been met will be distributed to a suitable local not for profit organisation.

THIS CONSTITUTION was adopted at the Annual General Meeting held on 30th March 2020.