

Stort Boat Club

CONSTITUTION

TITLE

The Club shall be known as the “Stort Boat Club” hereinafter known as the “Club.”

1 AIMS AND OBJECTIVES

The Club was formed on 25th January 1994:

- 1.1 To enable Club members access to the benefits arising out of affiliation to the Association of Waterways Cruising Clubs (AWCC).
- 1.2 To encourage fellowship amongst boat owners using the Rivers Stort and Lee .
- 1.3 To promote and facilitate the leisure use of craft on the Inland Waterways .
- 1.4 To represent the interests of Club members with relevant organisations such as: Canal and River Trust, Environment Agency, Inland Waterways Association, Local Authorities and their successors.
- 1.5 To provide social and other facilities as may be determined from time to time, such facilities may include purchase of goods for resale to Club members.

2 MEMBERSHIP

- 2.1 Full membership is open to persons, and partners thereof, who own or have a share in the ownership of a craft capable of cruising the inland waterways . Full membership is also open to former full members who no longer own a craft.
- 2.2 Associate membership is open to persons who are not eligible for full membership; associate members do not have a vote.
- 2.3 Full membership will persist for the complete membership year even if qualification at 2.1 has lapsed during the membership year.
- 2.4 Full and associate membership may be limited to a maximum number which can be set at the Annual General Meeting (AGM) by a majority vote of full members present.
- 2.5 Candidates for membership must be proposed and seconded by 2 full members of at least 2 years membership to whom the candidate is known or be proposed and seconded by 2 Committee members after an introductory meeting .
- 2.6 The election of members is vested in the Committee and decided by simple majority of those present at a committee meeting with due regard for the laws on discrimination. The Honorary Secretary will inform the candidate of the result and supply successful candidates with copies of the Constitution and request payment of subscription. Membership will commence when the Treasurer has received the subscription.
- 2.7 Every member must provide the Honorary Secretary with a current address and contact details which will be recorded in the register of members that will be circulated to members from time to time. Any notice sent to the address given will be deemed to constitute proper notice under this Constitution ; this also applies to electronic mail.
- 2.8 All Club members must ensure that their cruising activities, mooring practices and craft comply with the rules and regulations of relevant organisations or authorities having jurisdiction over waterways and properties used by Club members.

Membership is conditional upon this requirement and the Committee shall have the power to suspend or refuse membership for a failure to comply.

3 ADMINISTRATION

- 3.1 The Club shall be served and administered by a Committee comprising the following: Commodore, Vice Commodore, Honorary Secretary, Honorary Treasurer, up to 4 general members and up to 2 co-opted members.
- 3.2 Officers of the Club must be full members of at least 2 years standing and will comprise the Commodore, Vice Commodore, Honorary Secretary and Honorary Treasurer.
- 3.3 The duties of the Commodore will include familiarisation with the Constitution and adherence to it; maintenance of the dignity of office and reputation of the Club, chairing of meetings of the Committee and Club with fairness and impartiality and representation of the Club at meetings and events organised by related bodies.
- 3.4 The duties of the Vice Commodore will include taking the place of the Commodore when the latter is absent or otherwise not available for duty. In these circumstances the Vice-Commodore will assume the duties of the Commodore.
- 3.5 The duties of the Honorary Secretary will include keeping an up to date register of members, keeping custody of Club documents, corresponding with members and external bodies as appropriate, taking and distributing minutes of meetings and calling meetings of the Club members.
- 3.6 The duties of the Honorary Treasurer will include keeping of such accounts as give a true statement of the Club finances, stocks and assets, cause any returns to relevant bodies to be made in respect of the accounts, prepare an annual balance sheet to be audited and presented to the AGM and proposal at the AGM of an Independent Examiner.
- 3.7 The duties of the Independent Examiner will include auditing the accounts and balance sheet when required and certify the accuracy of same.
- 3.8 With reference to the provisions in 3.1, all members of the Committee shall be elected at the AGM and hold office for a "term" which is defined as lasting from the termination of the AGM at which elected to the termination of the succeeding AGM.
- 3.9 No Committee member shall serve more than 3 consecutive terms in the same role without standing down for 1 term or being elected to a different position on the Committee for up to 3 consecutive years.
- 3.10 Candidates for the Committee and Officers shall be proposed and seconded by full members of the Club in writing and notified to the Secretary, nominations can be accepted up to the commencement of the vote at the AGM. If the number of candidates exceeds the Committee vacancies there will be a ballot.
- 3.11 The Committee may appoint a sub-committee of full members to advise or act on its behalf.
- 3.12 Committee meetings shall be convened as necessary and 5 members will constitute a quorum, all votes shall be by show of hands and a simple majority will carry a motion, in the event of a tied vote the Commodore will have the casting vote.
- 3.13 The Committee is responsible for the financial activities of the Club and provided the committee acts in good faith on behalf of the Club members the committee is entitled to be indemnified by them against financial liabilities properly incurred. The limit of indemnity shall equal to 1 year's subscription per Club member unless the committee was authorised to exceed this sum at a General Meeting.

4 VOTING

- 4.1 Voting entitlement shall be restricted at any meeting to 1 vote per full member present in each ballot/vote.
- 4.2 Voting on any issue/motion shall be by simple majority of voters present unless stated otherwise in this Constitution.
- 4.3 In the event of an equality of votes the Commodore as chair will have a second or casting vote.

5 MEETINGS

- 5.1 An AGM must be held each year and the Honorary Secretary must give a reminder of the date at least 30 days beforehand together with nomination forms for the Committee and a copy of the minutes of the previous AGM.
- 5.2 A full member may propose business to be discussed at an AGM provided at least 28 days before the meeting date a detailed description of the matter to be raised is sent to the Honorary Secretary who will circulate same to Club members before the AGM.
- 5.3 Unless as specified in 5.2 no business except passing of accounts, election of Committee members and Independent Examiner and amendments to the Constitution shall take place at the AGM.
- 5.4 The Honorary Secretary may upon giving 21 days notice call a Special General Meeting (SGM) for any special business, details of which must be sent to Club members with the notice. Only those matters specified in the notice can be discussed at the SGM.
- 5.5 Upon receiving a written request by at least 15 full members or 55% of the number of full members, whichever is the smaller, the Committee must convene an SGM within 42 days of receipt of full particulars of the matters to be discussed. Only those matters specified can comprise the business of the SGM.
- 5.6 General meetings that are scheduled in the Club's activities can transact business in the same way as an AGM excepting matters particular to the AGM.
- 5.7 If the Honorary Secretary is unable or unwilling to carry out the Secretarial duties the Commodore must appoint a committee member to carry out the duties.
- 5.8 The quorum at any meeting is 15 full members or greater than 55% of the number of full members whichever is the smaller.

6 SUBSCRIPTIONS

- 6.1 The annual subscription shall be levied on each member which sum will be set for the year following an AGM by a vote at the AGM.
- 6.2 Subscriptions fall due for payment on 1st March each year and are payable no later than 30 April of the same year.

7 MEETINGS/ACTIVITIES

- 7.1 The Committee shall encourage meetings and activities throughout the year in order to promote the aims and objectives of the Club.
- 7.2 Members and their guests and visitors who attend club activities do so entirely at their own risk and accept that the Club will not accept liability for any damage to or loss of property and/or personal injury arising out of participation at the activity whether sustained by or caused by any member, guest or visitor.
- 7.3 A casual association of Club members shall not constitute a Club activity.

8 CONDUCT OF MEMBERSHIP

- 8.1 The Committee may cancel, without notice, the membership of any Club member whose subscription is more than 2 calendar months in arrears. The Committee may at its discretion reinstate the member upon payment of the arrears in full.
- 8.2 Every Club member is deemed to have read this Constitution and must undertake to comply with its provisions. Any refusal or neglect to do so may result in termination of membership subject to consideration of the matter and a vote by the Committee.
- 8.3 If the conduct of a Club member is reported to, or identified by, the Committee as contrary to the good order or reputation of the Club, then the matter must be considered fairly and reasonably by the Committee in accordance with all legal requirements. If the charge against the member is found proved by a majority of the Committee, the membership of the offender may be suspended for the remainder of the term or terminated immediately. Written notice must be given to the member of the decision taken by the Committee.
- 8.4 Any member whose membership has been suspended or terminated at 8.3 shall have 28 days to make an appeal to the Committee in writing, which appeal shall be fairly considered and any decision arising shall be given in writing.

9 WINDING UP

- 9.1 The Club may be wound up by a simple majority of full members approving a motion to wind up the Club at a General Meeting or SGM convened as 5.5.
- 9.2 In the event of winding up the Honorary Treasurer must produce a final statement of accounts, after settlement of debts remaining funds must be donated to a charity or charitable trust chosen by a majority at the final meeting.

10 CHANGES TO THE CONSTITUTION

- 10.1 Any part or whole of this Constitution can be changed, amended or replaced by proposal of a motion to the AGM. The proposal must be from a full member and be seconded by a full member. The proposal must be sent to the Secretary in sufficient time for its circulation to members at least 14 days before the AGM.