

# Constitution of Monmouth Squash Club (July 2019)

**Name.**

The Club shall be called Monmouth Squash Club (hereinafter called the Club).

**Affiliation.**

The Club shall be affiliated to Squash Wales (governing body).

**Aims and Objectives.**

The aims and objectives of the club will be:

- to offer coaching and competitive opportunities in Squash Wales
- to promote the club within the local community and Squash Wales
- to ensure a duty of care to all members of the club
- to provide all its services in a way that is fair to everyone
- to ensure that all present and future members receive fair and equal treatment.

**Membership.**

- The Club shall consist of the officers and the members.
- Membership of the Club shall be open, and not unreasonably restricted on the grounds of ability, race, sex or of political, religious or other opinions, to any person in the area who is prepared to accept and support the objectives of the Club.
- In accepting membership, a person agrees to abide by the constitution of the Club and the rulings of the Club Committee.
- Members under the age of eighteen shall be considered as junior members.
- Junior members shall not have the right to vote at meetings but are entitled to elect from amongst themselves one representative who shall have the right to vote as a full member on the committee of the Club.

**Membership Fees.**

- Membership fees or Club night fees shall be stipulated by the Club Committee who may distinguish between those members who are in full time employment, unemployed or in full time education, and junior members.
- The Club committee may decide upon other charges or subscriptions at its discretion.

## **Officers.**

- The Officers of the Club shall be the Chairperson, Secretary, Treasurer, and Welfare/Child Protection Officer
- These officers shall hold office for a calendar year, being elected annually at the Club Annual General Meeting. All officers shall retire annually but still remain eligible for reappointment.
- The Committee may fill any casual vacancy occurring.

## **Committee.**

- The management of the Club shall be vested in the Committee (hereinafter called the Committee).
- The Committee shall act for the members. Liabilities incurred shall fall upon the membership (provided they act in accordance with the constitution, in honesty and good faith).
- The Committee shall comprise the Officers i.e. Chairperson, Secretary, Treasurer, and Welfare/Child Protection Officer, plus Social Secretary, Marketing Manager, Club Coach and up to 6 further elected members of the Club as General Committee members
- Meetings of the Committee shall be convened by the Secretary and the committee shall meet when considered appropriate.
- The quorum necessary for the transaction of business at Committee meetings shall be five present and eligible to vote (note: this quorum will differ for other meetings).
- Every question at a meeting of the Committee shall be determined by a majority vote of the membership with each member having one vote. In the event of an equality of votes, the Chair of the meeting shall have a casting vote.
- The interpretation of the Club constitution shall be vested in the Committee who shall decide all questions relating to the Club save those specified in, or involving, an amendment to the constitution.
- The Committee shall be responsible for consideration of any application for membership and shall decide if this application should be accepted. This decision shall be in accordance with a non-discriminatory policy as specified earlier.
- The Committee may employ professional officers at its discretion.

## **Finance.**

- All monies raised by, or on behalf of, the Club shall be applied to further objectives of the Club and for no other purpose.
- The Club Treasurer is responsible for the finances of the Club.
- The financial year of the Club ends on June 30th
- Proper accounts shall be kept of all sums of money received and paid out by the Club.
- A statement of accounts up to and including this date shall be presented at the Annual General Meeting of the Club.
- The funds of the Club shall be lodged at a bank or building society in an account in the name of the Club, and all cheques, drafts etc drawn on these accounts shall be signed by any two of the following officers, Chairperson, Secretary, Treasurer. On line banking payments from the account to be done by either Treasurer or Chairman with documented confirmation of transactions recorded

## **The Annual General Meeting and Other Meetings.**

- The Annual General Meeting (AGM) of the Club shall be held during the month of July/August or another month as deemed appropriate by the Committee, when the annual report of the committee and the statement of accounts up to the end of the financial year shall be presented.
- Not less than 14 days' notice of the date of the AGM shall be given to all members by the Secretary.
- The AGM shall elect such officers/committee positions of the Club as it may from time to time determine.
- Nominations shall be accepted from the floor of the meeting. Nominations can only be accepted from persons eligible to vote at the AGM.
- The dates of the general meetings and of the Committee meetings shall be determined at the previous meeting. In addition, the Chairperson may call a meeting when he/she considers it necessary or desirable, or upon the written request of at least 2 members of the Committee.
- All members shall be entitled to vote at general meetings of the Club and shall have equal voting rights.
- The quorum for general meetings shall be 15% of the membership present and eligible to vote.

- An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary signed by no less than 25% of the voting membership. The Committee shall have the power to call an EGM by decision of a simple majority of its members.

### **Voting Procedures.**

- Each member shall be entitled to one vote.
- A motion shall be carried by a simple majority of those present and voting, except when the motion is a constitutional amendment, which shall require two-thirds majority.
- The Chair shall have a casting vote in addition to a deliberative one.

### **Property and Staff.**

- Responsibility for all property owned or leased by the Club and for the employment of paid staff and volunteers rests with the Committee.

### **Discipline and Appeals.**

- The Committee shall have the power to take the appropriate disciplinary action against any Member and shall have the authority to terminate the membership of any member guilty of conduct deemed to be to the detriment of the Club.
- There shall be the right of appeal to the Committee or an Appeal Committee set up by it to act on its behalf, against any decision made by an Officer of the Club.

### **Dissolution Procedures.**

- In the event of the Club ceasing to exist, and following the discharge of all debts and liabilities, any assets at the time of dissolution shall become the property of Squash Wales (the sport's governing body). No member shall obtain any asset from the Club. The Club shall appoint a representative committee to oversee allocation of assets to Squash Wales.
- The Club may be wound up on a resolution of the members, passed by a two-thirds majority at a special meeting convened for that purpose upon the request of 25% of the voting membership of the Club. At least 7 days' notice of the meeting shall have been sent to all members of the Club.

**ENDS**