

# **HUNTLY NORDIC SKI CLUB**

## **CONSTITUTION**

Original draft: 19<sup>th</sup> October 1998

Revised: 1<sup>st</sup> November 2007

### **1. NAME.**

The Club shall be known as the "*Huntly Nordic Ski Club*" and shall take effect from 19<sup>th</sup> October 1998. From hereon it shall be referred to as "the Club".

### **2. OBJECTS.**

The objects of the Club shall be: -

- (a) To encourage interest and participation in Nordic skiing.
- (b) To further the development and promotion of Nordic track skiing, racing, touring, telemarking, roller skiing and blading.
- (c) To associate and work with the Huntly Nordic Ski Centre.
- (d) To associate with and affiliate to regional and national sporting bodies such as the Aberdeenshire Sports Council, Scottish National Ski Council and British Ski Federation.
- (e) To associate with other Nordic ski clubs and groups.
- (f) To give advice and assistance and make recommendations to the appropriate sources on how to promote, encourage and develop the best use of existing and new Nordic ski facilities, equipment and resources.
- (g) To assist and advise individual Club members and other appropriate groups and individuals on the improvement of personal performance and encourage training in the sport's administration and coaching.
- (h) To take such further action as is appropriate to bring about any of the forgoing, and in particular Object (a).
- (i) To be non-political and non-discriminatory.

### **3. MEMBERSHIP.**

Membership of the Club is open to any individual or group upon payment of the appropriate membership fee as determined by the Club at its Annual General Meeting.

Membership fees are due within one month of AGM.

### **4. OFFICE BEARERS.**

The Club shall be administered by a Committee composed of the following Office Bearers: - Chair, Vice Chair, Treasurer, Secretary, Events Co-ordinator.

Re-election is required annually.

The Chair shall not serve for more than three consecutive years.

### **5. CO-OPTION.**

The Committee shall have the power to co-opt substitute members in the event of death or resignation of any member of the Committee or in the event of fewer than the required numbers of members being appointed at the Annual General Meeting. All such substitute members shall be members of the Committee until the next following Annual General Meeting.

The Committee shall also be empowered to accept nominations during the year for the appointment of substitute members in the event of casual vacancies occurring.

## **6. CHILD AND VULNERABLE ADULTS PROTECTION POLICY.**

The Club is committed to following the best practises with regard to its interaction with children and vulnerable adults. To achieve this aim the Club will:

- Adopt a Child and Vulnerable Adults Protection Policy.
- This policy will be reviewed and adopted each year at the Annual General Meeting.
- The Club will appoint a Child Protection Officer each year at the Annual General Meeting. The duties of this officer are to:
  1. To maintain the Child and Vulnerable Adults Protection Policy to ensure it follows best practise and meets current legislation.
  2. To ensure that this Policy is followed by the Club and carry out the required actions stipulated by the Policy.

## **7. MEETINGS.**

Fourteen days notice of the Annual General Meeting shall be given. The Annual General Meeting shall be held in October of each year, and members wishing resolutions to be included as items of business at such meeting must submit the terms thereof to the Secretary by 1<sup>st</sup> September in the appropriate year.

Extraordinary General Meetings shall be convened on the instructions of the Chair as business requires, or on receipt by the Chair of a requisition signed by one-third of the members of the Club. Such a requisition will require to specify the business to be considered at the meeting, and the meeting will be convened within twenty-eight days of receipt of the requisition.

The quorum for Annual General and Extraordinary General Meetings shall be ten Club Members or fifty percent of the Club Members for which ever is the lower figure.

A minimum of four meetings of the Club Committee shall be held each year. The quorum for Club Committee meetings shall be three Committee members. Club Committee Meetings are open to all members of the Club. The Chair is empowered, if there is good reason, to close a Committee Meeting to general members of the Club.

The Chair at all Committee and Club Meetings shall have an additional casting vote.

## **8. AMENDMENTS TO THE CONSTITUTION.**

This Constitution shall not be amended except by resolution carried by a majority of two-thirds of those present and voting at an Annual or Extraordinary General Meeting. Discussion and voting shall be limited to resolutions of which seven days notice shall have been given to Members.

## **9. NOTICES.**

All notices required by or under this Constitution shall be deemed to have been effectively served by posting or delivery to the last known address of the Member.

## **10. FINANCE.**

- (a) The Club shall appoint a Treasurer at the Annual General Meeting each year, who shall keep proper books of accounts on all financial matters affecting the Club.
- (b) The Club's financial year shall run from 1<sup>st</sup> October to 30<sup>th</sup> September each year.
- (c) Monies received on behalf of the Club shall be paid into a Bank Account in the name of *Huntly Nordic Ski Club*.
- (d) All cheques drawn against the Club Account shall be signed by the Treasurer and countersigned by the Chair, Vice Chair or Secretary.

- (e) A Statement of Accounts for the year to the 30<sup>th</sup> September preceding shall be presented to the Club at each Annual General Meeting.

#### **11. WINDING UP.**

The Club shall not be wound up except by resolution carried by a majority of two-thirds of those present and voting at an Extraordinary General Meeting of the Club called for the purpose.

In the event of the Club being wound up any assets remaining after satisfaction of any debts or liabilities, shall be given or transferred to another organisation with similar aims to the Huntly Nordic Ski Club.