

CONSTITUTION

FOR

ROTHIENORMAN COMMUNITY BOWLING CLUB

1) NAME

The name of the club shall be the Rothienorman Community Bowling Club, hereinafter referred to as the Club.

2) OBJECTS

The Objects of the Club shall be:-

- a) To promote and foster the sport of bowling at all levels.
- b) To provide and maintain a facility for local community sporting, recreational and social activities.
- c) To make effective use of the Club's facilities for the benefit of all members of the local community.
- d) To encourage all members of the local community to participate and become involved with various sporting, recreational and social activities.
- e) To promote good health by introducing people of all ages, sexes and abilities to existing and potential sporting activities.
- f) To promote and encourage community spirit, goodwill and social integration.
- g) To educate Members, visitors and the local community on the benefits of environmental stability.

3) POWERS

In furtherance of the Objects, but not otherwise, the Management Committee may exercise the power to:-

- a) Invite and receive contributions and raise funds to finance the activities of the Club and open bank accounts as necessary to manage these funds.
- b) Enter into bank overdraft and loan arrangements to provide funding for the Club's activities, subject to such arrangements being properly agreed and minuted at a Committee Meeting, such minute stating the purpose of the borrowing and the security being offered in accordance with the banks requirements against such borrowing.
- c) Make all such arrangements as may be deemed necessary for the provision of competitive and social bowling events.

- d) Make all such arrangements as may be deemed necessary for the provision of other sporting, recreational and leisure activities.
- e) Promote the use of the Club's facilities to local sporting, recreational and social groups and to private parties.
- f) Promote the good health and wellbeing of residents of the local community and surrounding districts.
- g) Promote and encourage social integration, irrespective of age, sex, ethnicity, ability, religion or political view.
- h) Promote environmental improvement and conservation by educating, encouraging, advertising and assisting the local community and visitors in good environmental practice and work in partnership with similar groups and organisations.
- i) Publicise and promote the activities and facilities of the Club.
- j) Work with clubs and organisations of a similar nature and exchange information, advice and knowledge with them and cooperate with other voluntary bodies, charities, statutory and non statutory organisations.
- k) Employ staff, contractors and other third parties as may be necessary to conduct the Club's activities, all of whom shall not be members of the Management Committee.
- l) Take any form of lawful action that is deemed necessary to achieve the Objects of the Club.

4) MEMBERSHIP

- a) Membership shall be open to anyone who wishes to participate in the activities of the Club or has an interest in assisting the Club to achieve its Objects and is willing to adhere to the rules of the Club.
- b) No Member shall be admitted to any of the privileges of the Club until the relevant subscription has been paid.
- c) Where it is considered that membership is, or would be, detrimental to the aims and activities of the Club, the Management Committee shall have the power to refuse membership, or may terminate, or suspend the membership of any Member by resolution passed at a Committee Meeting. Members shall have the right to appeal to an independent adjudicator determined by mutual agreement with the Management Committee.
- d) It shall be the responsibility of the Treasurer to maintain a record of Members.

5) MANAGEMENT COMMITTEE

- a) The whole of the business and affairs of the Club shall be administered by a Management Committee of not less than five (5) people and no more than fifteen (15) people, who must be all be Members of the Club and be of at least eighteen (18) years of age.

- b) Members shall be elected to the Management Committee by the general body of Members and shall retire at the next Annual General Meeting and shall be eligible for re-election at that meeting.
- c) Notwithstanding the foregoing, the President of the Club shall retire at the next biennial Annual General Meeting and shall be eligible for automatic re-election to the Management Committee to hold the office of Past President until the next biennial Annual General Meeting.
- d) The Management Committee may co-opt a Member to fill a vacancy. A co-opted Member shall retire at the next Annual General Meeting and shall be eligible for re-election at that meeting.

6) OFFICERS

The Management Committee shall consist of the following Officers:-

- a) President
- b) Vice President
- c) Past President
- d) Treasurer
- e) Secretary

and any additional Officers deemed necessary at a meeting of the Club to carry out the required duties.

7) MEETINGS

- a) The Management Committee shall meet monthly to:-
 - i) Monitor progress on action points from previous meetings.
 - ii) Receive a report on the Club's financial position.
 - iii) To discuss the Club's general activities and to make all arrangements necessary to meet the ongoing needs of those activities.
 - iv) Consider any proposals for future activities or developments and if approved to ensure that the appropriate action is taken.
 - v) Review and update the Club's Business Plan on at least two occasions in each financial year.
 - vi) Prepare a proposal of recommendations on any remedial or preventative maintenance measures required to any aspect of the whole of the property of the Club for presentation at the next Annual General Meeting.
 - vii) Review the Policies of the Club on at least one occasion in each financial year.
- b) It shall be the responsibility of the President, or in his or her absence, a duly designated deputy, to chair all meetings of the Club.
- c) Five (5) Members shall form a quorum at a Management Committee meeting.
- d) Ten (10) Members shall form a quorum at a general Members meeting.

- e) All meetings of the Club shall be minuted and such minutes, once approved, shall be made available to all Members and, on request, to any other interested parties.
- f) An Annual General Meeting shall take place not earlier than one (1) month before, nor later than six (6) months after, the date of the financial year end and shall require twenty-eight (28) days notice before the meeting is held and at which the following business shall be transacted:-
 - i) To approve the minutes of the previous meeting.
 - ii) To discuss any matters arising from those minutes.
 - iii) To receive a report from the President on the past twelve (12) months activities of the Club.
 - iv) To receive and approve, subject to audit if necessary, the annual financial statement of affairs of the Club.
 - v) To elect Officers and Management Committee members.
 - vi) To determine the categories and rates of the annual subscription fees and other membership charges.
 - vii) To discuss any other business relevant to the activities of the Club.
- g) All members are entitled to attend and vote at an Annual General Meeting of the Club. Any proposal, duly seconded, and requiring a vote in the case of a counter proposal, shall be made by a show of hands or, at the discretion of the chair, by secret ballot, and shall be decided on a majority basis. The chair of the meeting shall make the decision in the case of a tied vote.
- h) A Special General Meeting may be called at any time by the Committee.
- i) A Special General Meeting may be called by the written requisition of not fewer than ten (10) Members of the Club addressed to the Secretary, specifying the business it is proposed to transact at such meeting.
- j) With the exception of proposals concerning amendment of the Constitution or dissolution of the Club, a Special General Meeting shall be held within twenty-eight (28) days of the relevant Committee Meeting or the receipt of written requisition and shall require fourteen (14) days notice.

8) FINANCE

- a) The financial year of the Club shall commence on the 1st day of October and conclude on the following 30th day of September.
- b) All income and expenditure shall be accounted for by the Treasurer, who shall be responsible for the maintenance of appropriate accounting records and the provision of monthly and annual statements of affair.
- c) The annual financial statement and records shall be examined and certified by an independent examiner who is not a Member of the Club.
- d) All monies acquired by the Club, including but not limited to, subscriptions, rentals, donations, bequests, grants and from the Club's fund raising activities shall be paid into a bank account operated by the Management Committee in the name of the Club and subsequently applied solely to the Objects of the Club.

- e) Any bank accounts opened in the name of the Club shall require a minimum of two signatories, who shall be Members of the Management Committee, for the purpose of operating such accounts.

9) ALTERATION OF THE CONSTITUTION

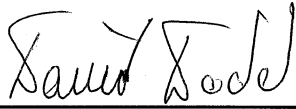
- a) This Constitution shall come into operation on the day on which this Constitution is approved by Members and shall not be altered or added to except on a resolution passed by a majority of not less than two-thirds (2/3) of those Members present and voting at an Annual General Meeting or Special General Meeting of the Club.
- b) Notice of any motion for alteration of, or addition to, the Constitution and all other notices of motion must be lodged with the Secretary in writing.
- c) The Management Committee shall decide on the date of a Special General Meeting required to discuss any proposal for the amendment to the Constitution or dissolution of the Club giving Members at least twenty-eight (28) days notice.

10) DISSOLUTION

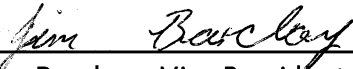
- a) The Club may be dissolved, if deemed necessary, on a resolution passed by a majority of not less than two-thirds (2/3) of those Members present and voting at a Special General Meeting of the Club.
- b) In the event that the Club be dissolved, the assets and remaining funds of the Club after any debts and obligations to return monies received from grant assistance schemes have been paid, will be given to the Rothienorman Community Association to be held in trust for a period of five (5) years from the date of such dissolution. At any time during this five (5) year period, a committee, duly elected for the purpose of the formation of a new Rothienorman Community Bowling Club, will be entitled to call upon the Rothienorman Community Association for a repayment of any such funds held in trust. At the expiration of this five (5) year period any such funds held in trust will automatically transfer to, and become the property of, the Rothienorman Community Association.

11) ADOPTION

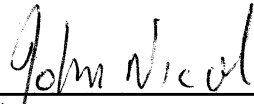
This constitution was adopted at a Special General Meeting held at the Rothienorman Community Bowling Club Pavilion on Monday 15th December 2008.



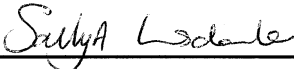
David Dodd - President



Jim Barclay - Vice President



John Nicol - Past President



Sally Lonsdale - Treasurer



Ian Lonsdale - Secretary



Ian Moir - Member



Neil Esslemont - Member