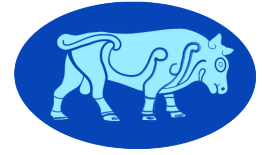


# Moravian Orienteers

## Constitution

Approved 2016-08-20



### 1. Name

The club shall be called the Moravian Orienteers, hereinafter referred to as the “Club”.

### 2. Aims and Objectives

The aim of the Club is to be a family friendly and welcoming club focused within the Moray and Nairn community that provides accessible orienteering competition and coaching for all ages and standards at a local level, whilst also offering and encouraging national and world-class competition.

The Club is established to pursue the following objectives:

- a) Participation in the sport of orienteering.
- b) The organisation, management and development of orienteering for all members of the Club.
- c) Membership of appropriate organisations and leagues for the purpose of establishing regular competition.
- d) The provision of training and competition maps and equipment for its members.
- e) Promoting and maintaining the highest standards of technical competence and safety in orienteering.
- f) Upholding the rules of orienteering.
- g) Providing equal opportunities for successful participation by all sections of the community.
- h) The promotion of the sport of orienteering.

### 3. Affiliation

The Club shall be affiliated to the Scottish Orienteering Association and the British Orienteering Federation.

### 4. Membership

All members of the Club are subject to the Constitution of the Club and the regulations of the National Governing Bodies to which it is affiliated.

- a) Membership of the Club is open to all individuals provided they comply with this Constitution.



- b) No person shall be refused membership of the Club, or debarred from any official capacity on the grounds of age, race, colour, creed, religion, sex, sexual preference, impairment or disability.
- c) All applications for membership shall be accompanied by the appropriate annual membership fee, which shall thereafter be payable on demand.
- d) All members shall be entitled to attend at Extraordinary or Annual General Meetings, only paid-up members aged 16 and over shall be entitled to vote.
- e) Any member may be elected to serve on the Management Committee.
- f) A copy of any relevant Codes of Conduct, a copy of the Club's Child Protection Policy, Data Protection Policy and a copy of the Constitution will be made available to all members.
- g) Members shall be enrolled on one of the following categories:
  - i) Senior Member (M/W21 and over)
  - ii) Junior Member (M/W20 and under)
  - iii) Honorary Life Membership (awarded at Club AGMs)

## **5. Suspension, refusal or Termination of Membership**

- a) The management committee shall be entitled to:
  - i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the Club as set out in Rule 2 of this constitution.
  - ii) For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full management committee before a final decision is made.
- b) The member may apply for reinstatement at the next general meeting.
- c) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the management committee and at general meetings, and shall be suspended from the Club until such fees are paid.
- d) The management committee shall inform the member in writing of any decision to terminate their membership.

## **6. Management of the Club**

- a) The affairs of the Club shall be conducted by a Management Committee which shall consist of the following Officers:
  - a. Chairperson
  - b. Treasurer
  - c. Secretary
  - d. Up to five additional members, being responsible for key areas of the Club.

- b) The Management Committee may appoint any sub-committees it may deem necessary to deal with the matters of the Club, and shall have the power to co-opt sub-committee members as required.
- c) A Club President shall be appointed in an Honorary capacity
- d) The Management Committee may co-opt any member to any unfilled post until the conclusion of the following AGM.

## 7. Finance

The Club Treasurer shall be accountable for the Finances of the Club, and will ensure that:

- a) The income and property of the club, however derived, shall be applied solely towards the objectives of the Club as set out in Rule 2, of this constitution. No portion thereof shall be paid or transferred either directly or indirectly to any member of the Club except in payment for legitimate expenses incurred on behalf of the Club.
- b) The Club shall have the power to raise money by means of yearly membership fees and competition fees as proposed by the Management Committee and agreed at the Annual General Meeting. It shall also be able to apply for appropriate Grants.
- c) All monies shall be lodged in financial accounts in the name of the Club.
- d) The Chairperson, Treasurer and Secretary and one other Management Committee member shall be authorised signatories of the Club.
- e) The financial year of the Club shall run from 1<sup>st</sup> April to 31<sup>st</sup> March of the following year. The books shall be balanced, and independently examined for each year, and submitted at the Annual General Meeting.

## 8. General Meetings

### a) Annual General Meeting (AGM)

The AGM shall be held each year at such time and place as determined by the management committee, at approximately twelve monthly intervals, but no more than fifteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

- i) Receive and confirm the minutes of the previous AGM.
- ii) Presentation of the Club's financial accounts for the year.
- iii) Presentation of the Club's projected financial situation for the forthcoming year, and the setting of fees
- iv) Presentation of Chairperson's report.
- v) Election of officers to the management committee.
- vi) Any other business brought before the meeting which has been submitted in writing to the secretary not less than seven days prior to the AGM, and any other business deemed relevant by the chairperson

b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i) 33% of the membership or,
- ii) The Chairperson or,
- iii) 2/3 majority of the management committee.

## 9. Rules for General Meetings

- a) A minimum of twenty one days notice shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days. Details of the business of the meeting will be included in the notice, which will be in the form of an email or electronic newsletter.
- b) The Chairperson, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each member aged 16 or over who is present at the AGM, except Honorary Life Members, shall have one vote.
- f) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- g) The quorum shall be one quarter of those eligible to vote, or 15 eligible members, whichever is the smaller.
- h) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.
- i) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the secretary not less than fourteen days before the AGM.
- j) The Secretary shall send all members a list of all nominations not less than seven days prior to the AGM.
- k) Uncontested posts may be filled by nomination(s) and election at the AGM.

## 10. Amendments to the Constitution

This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

## 11. The Dissolution of the Club

- a) Any resolution to dissolve the club may be passed at any General Meeting provided that:
  - i) the terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
  - ii) at least twenty eight days prior to the meeting, the proposed resolution shall be given by email and newsletter by the Secretary to all members, and that
  - iii) such a resolution shall receive the assent of two thirds of those present and entitled to vote.
  
- b) Upon dissolution of the Club, after all club and Trustee liabilities have been cleared, all remaining financial and material assets shall be given or transferred to the Scottish Orienteering Association, as determined by the meeting, to be employed for the development of the sport.

## 12. Declaration

It is hereby certified that this document represents a true and most up to date version of the Constitution of Moravian Orienteers, as agreed by the club members at the General Meeting at Lhanbryde Community Centre on Saturday 20<sup>th</sup> August 2016

Chair            Donald Grassie  
Person

Date            20<sup>th</sup> August 2016

Secretary     Alison Wiseman

Date            23<sup>rd</sup> September 2016