

# **Draft Constitution Cosmic Hillbashers**

## **Name of Club**

The club will be called Cosmic Hillbashers (hereinafter referred to as The Club) and may also be known as Cosmics. Cosmic Hillbashers will be affiliated to Scottish Athletics.

## **1. Club Colours**

Club colours shall be black with yellow Cosmic logo on the back or yellow with black Cosmic logo on the back. Actual designs may vary.

## **2. Aims and Objectives**

The aims and objectives of The Club will be:

- To promote the sport of hill running
- To organise competitive and social events
- 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

## **3. Policies**

The Club follows all Scottish Athletics' policies and codes of conduct.

## **4. Membership**

- i) Membership is open to adults (18 and over) interested in promoting, coaching, volunteering or participating in hill / off road running, regardless of sex/gender, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- ii) The membership shall consist of the following categories:
  - Full adult member (first claim club)
  - Full adult member (second claim club)
  - Adult social member
  - Unwaged or student member
- iii) Membership applications should be made annually via the online system. The Committee has the right to review and approve or reject membership requests.
- iv) All members must agree to abide by The Club constitution and Scottish Athletics' policies and codes of conduct.
- v) Membership fees shall be determined at the Annual General Meeting (AGM).
- vi) Subscriptions cover the period 1<sup>st</sup> January – 31<sup>st</sup> December, except in the case of members joining after 1<sup>st</sup> October, when they will cover the period to the end of the following year.
- vii) To resign, a member must first pay all fees due and inform the Club Secretary in writing.
- viii) Individuals shall not be eligible to take part in club business, vote at general meetings or represent the club competitively unless their annual subscription has been paid by the due date.
- ix) Any member accused of misconduct (as defined by Scottish Athletics' Codes of Conduct or this constitution) will be subject to investigation according to The Club's disciplinary policy.

## **5. Sports Equity**

- The Club is committed to ensuring that equity is incorporated across all aspects of its activity.
- The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality, or social / economic status.
- The Club is committed to everyone having the right to enjoy their sport in a supportive environment, free from threat of intimidation, harassment or abuse.
- All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The Club will deal with any incidence of discriminatory behaviour seriously, according to The Club disciplinary policy and Scottish Athletics' Codes of Conduct.

## **6. Management and Committee**

- i) The affairs of The Club shall be conducted by a Committee which shall consist of Chair; Club Secretary; Treasurer; Membership Secretary; Runs Co-ordinator; Welfare Officer; Website Co-ordinator; Kit Co-ordinator; Teams Captain and up to two other members, who shall be elected at the AGM.
- ii) All Committee members must be paid up members of The club.
- iii) The Committee may co-opt other non-voting members or advisers as required.
- iv) The entire Committee shall retire each year but each person is eligible for re-election.
- v) No Committee member shall occupy the same post for more than five years.
- vi) No Committee member may hold more than one office within the Committee at any one time.
- vii) The Committee, or a sub-group of the Committee, will be responsible for disciplinary hearings of members in accordance with The Club disciplinary policy.
- viii) Committee meetings will be convened by the Club Secretary and will be held no less than four times per year, in person or virtually.
- ix) The quorum required for business to be agreed by the Committee will be 40% of the Committee membership.

## **7. Annual General Meetings and Extraordinary General Meetings (EGM)**

- i) General Meetings are the means whereby members exercise their democratic rights in conducting the club affairs.
- ii) Only members who have paid their subscriptions for the current year are eligible to vote at the AGM or an EGM.
- iii) The Club shall hold the AGM in the months of November/December to:
  - Approve the minutes of the previous year's AGM
  - Receive a report from the Club Secretary covering club activities
  - Receive a report from the Treasurer and approve the annual accounts
  - Elect the officers to the Committee

- Agree membership fees for the following year
  - Consider any proposed changes to the Constitution
  - Deal with other relevant business
  - Award trophies
- iv) An EGM shall be called by an application in writing to the Secretary supported by at least 10% of the members of The Club. The Committee shall also have the power to call an EGM by decision of a simple majority of the Committee members.
  - v) Notice of the AGM will be given by the Club Secretary with at least 21 days' notice to be given to all members.
  - vi) Motions to be discussed, nominations for Committee members, or proposed changes to the constitution, must be submitted in writing to the Club Secretary at least 7 days prior to the AGM.
  - vii) The quorum for AGMs and EGMs will be 10.
  - viii) Amendments to the constitution may be adopted by a majority vote of members present at an AGM or EGM.
  - ix) The Chairman of the Club shall hold a deliberative as well as a casting vote at general and Committee meetings.

## **8. Finances**

- i) The Treasurer will be responsible for the finances of the club.
- ii) The financial year will run from 1<sup>st</sup> October to 30<sup>th</sup> September.
- iii) All club monies will be banked in an account held in the name of the club.
- iv) All financial transactions over £100 should be authorised by the Treasurer and one other Committee member.
- v) All members of the club shall be jointly and severally responsible for the financial liabilities of the club.

## **9. Dissolution**

- i) A resolution to dissolve The club can only be passed by majority vote at an AGM or EGM.
- ii) Four weeks' notice must be given to members of such a meeting.
- iii) In the event of dissolution, all debts should be cleared from within club funds. Any remaining assets of The Club which remain following this will be disbursed/donated to relevant voluntary organisations, to be decided by vote at the AGM/EGM.

## **10. Declaration**

Cosmic Hillbashers hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Date of AGM \_\_\_\_\_

Name \_\_\_\_\_

Position: Club Secretary