



ANNANDALE SAILING CLUB

CONSTITUTION

1. Name

The name of the club shall be Annandale Sailing Club, hereinafter referred to as "the club".
The Club Burgee shall be a red pennant with a yellow castle in the centre.

2. Objects

The club is established to pursue the following objects:

- a) Participation in the sport of sailing hereinafter referred to as the 'sport'.
- b) The organisation, management and development of the sport for all members of the club.
- c) The provision and organisation of launching training and racing facilities on Castle Loch for its members.
- d) Promoting and maintaining the highest standards of technical competence and safety in the sport.
- e) Upholding the rules of the sport.
- f) Providing equal opportunities for successful participation by all sections of the community.
- g) The promotion of the sport.

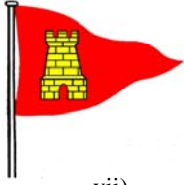
3. Affiliation

The club will be affiliated to The Royal Yachting Association sailing's national governing body, and other appropriate bodies.

4. Membership

All members are subject to the Constitution of the club, the Club Rules and the regulations of the National Governing Body.

- a) Membership of the club is open to all individuals provided they comply with this Constitution.
- b) No person shall be refused membership on the grounds of 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 annually on the 1st January.
- d) Members shall be enrolled in one of the following categories:
 - i) • Ordinary Member: - Individual member, not included in other categories.
 - ii) • Family Member:- Parents or guardians and their children under the age of eighteen years or, if in full time education, under the age of twenty-four years and living at the same address.
 - iii) • Intermediate Member: - Individual member aged between eighteen and twenty one years or, if in full time education, twenty four years.
 - iv) • Junior Member: - Individual member under the age of eighteen.
 - v) • Group Membership: Groups with objectives similar to the Objects of the Club may be allowed membership at the discretion of the Committee on an a year to year basis. Organisations such as school sailing clubs whose membership greatly exceeds the number of their boats would qualify.
 - vi) • Training Member: - Individual member for the duration of a training course only. Such members may participate in the activities of the club during the period of the training course.



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- vii) • Honorary Life Members: - Persons recommended for election by the committee at a General Meeting and duly elected.
- viii) • Temporary Members: -
1. Person who has applied to become a member of the club.
 2. On application to the Membership Secretary, visitors to the district desirous of using the club's facilities for sailing their own craft on Castle Loch may be accepted as Temporary Members in consideration of a donation to the club funds.
 3. Members may introduce their friends (for whom they will accept full responsibility) to the club for the purpose of crewing or ascertaining their attitude to, or aptitude for, sailing. Such friends will be classed as temporary members and if still enthusiastic, after two weeks will be expected to apply for one of the full membership categories.
- ix) • Non-Sailing Members: - Individual members who do not sail and who do not keep a boat at the club but who have an interest in sailing.
- e) All fully paid up members shall be entitled to attend at General or Annual General Meetings and voting rights for adults 18 years and over and present at meetings will be as detailed below:-
- | | |
|--------------------------|---------|
| • Family Member (adults) | 2 votes |
| • Ordinary Member | 1 vote |
| • Intermediate Member | 1 vote |
| • Group Membership | 2 votes |
| • Honorary Life Members | 1 vote |
| • Non-Sailing Members | No vote |
| • Junior Member | No vote |
| • Training Member | No vote |
| • Temporary Membership | No vote |

The committee shall appoint a Cadet Officer, from among their number, whose role shall be to encourage and assist the Cadet Section and to provide liaison between the section and the committee. All members under the age of 18 years at the 1st January of the season in question shall be considered members of the cadet section including family members.

- f) Fully paid up members may be elected and serve on the Management Committee.

5. Suspension, refusal or termination of Membership

- a) The management committee may be entitled to:
- i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objects 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 1st April may forfeit their right to representation on the management committee and at general meetings, and shall be suspended from taking part in any event under the control of the club until such fees are paid.
- d) Any member under suspension shall be barred from taking part in any competition / race or event under the control of the club.
- e) The management committee shall inform the member in writing of any decision to terminate membership.



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- f) Notification of the termination of membership will be forwarded to the Governing Body if appropriate.

6. 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 fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted:
 - h) Receive and confirm the minutes of the previous AGM.
 - ii) Presentation of the club's audited financial accounts for the year.
 - iii) Presentation of the club's projected financial situation for the forthcoming year.
 - iv) Presentation of the Commodore'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 business deemed relevant by the chairperson.

Notice for an AGM shall be a minimum of 21 days.
A quorum for an AGM shall be 20 voting members.

- b) Extraordinary General Meeting

An EGM may be called upon the written demand of:

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

Notice for an EGM shall be a minimum of fourteen days notice, and stating the business to be discussed.

7. Rules for General Meetings

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where notice shall be a minimum of fourteen days.
- b) The Commodore, or in his/her absence the Vice or Rear Commodore or a member of the management committee selected by the meeting, will take the chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) All members shall have a vote as detailed in section 4 (e) above except for condition in 7(e)
- e) All votes shall be determined by a simple majority. In the event of a tied vote the Chair may exercise a casting vote.
- f) The quorum shall be twenty voting members
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

8. Election of Officers to the Management Committee

- a) The members of the management committee shall be drawn from the membership, as defined in clause 4 of this constitution.
- b)



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- b) Candidates shall be elected by a show of hands or if required paper ballot at the AGM, and they shall be members of the committee from the conclusion of that AGM until the conclusion of the following AGM.
- c) 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.
- d) The secretary shall post on the clubs notice board a list of all nominations not less than seven days prior to the AGM.
- e) Where no nomination has been received as in C above, posts may be filled by nomination(s) a and election at the AGM.

9. Members of the Management Committee

- a) The Management Committee shall consist of the following Officers and Past Commodore
 - i) Commodore (Chairperson))
 - ii) Vice Commodore) Flag Officers
 - iii) Rear Commodore)
 - iv) Immediate Past Commodore
 - v) Sailing/Competition Secretary
 - vi) Honorary Secretary
 - vii) Honorary Treasurer
 - viii) Membership Secretary
 - ix) Training / safety and *Child and vulnerable adult protection Officer.
 - x) And upto 4 elected members without office

Note: * Other committee members may be appointed as required

- b) All of the above shall be entitled to one vote each at Management Committee Meetings. The Chair shall have a casting vote in the event of a tie. (see 7(e)).
- c) The management committee may co-opt any member to any unfilled post until the conclusion of the following AGM, provided that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
- d) The management committee may appoint any sub-committees it may deem necessary to deal with the matters of the club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the committee by a representative elected by that sub-committee.

10. Rules for the Management Committee

- a) The Commodore shall chair the meeting, or in his/her absence one of either the Vice/Rear Commodore or a nominee from the committee, of those mentioned being present.
- b) Fourteen days notice of any meeting of the committee shall be given by the Secretary, except when:
 - i) The date of the meeting had been agreed at the previous management meeting, in which case seven days notice shall be given.
 - ii) In an emergency the Commodore may call a meeting at four days notice.
- c) The quorum shall be 50% of those Officers entitled to vote, as listed at Rule 9. a)
- d) All members of the management committee as listed at Rule 9. a) shall be entitled to vote.



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- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the club.
- g) A copy of the club's Child and Vulnerable person Protection Policy, Health and Safety Policy and Constitution will be displayed in the club house. These items will also be available to view on the club web-site

11. Finance

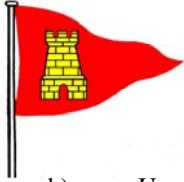
- a) The income and property of the club, however derived, shall be applied solely towards the objects of the club as set out in Rule 2 of this constitution.
- b) The club shall have the power to raise money by means of yearly subscription fees and other means as determined by the Management Committee after the Annual General Meeting.
- c) All monies shall be lodged in bank accounts in the name of the club.
- d) The Commodore, Vice Commodore and Treasurer shall be authorised signatories to sign cheques on behalf of the club, of which two signatories shall be needed.
- e) The financial year of the club shall run from 1st November to 31st October the following year.
- f) Notwithstanding the foregoing, for the purposes of administrative convenience, the title to any heritable property owned shall be vested in the Commodore, Vice Commodore, Rear Commodore, Honorary Treasurer and Honorary Secretary, and their successors as Trustees ex officii for the club.
- g) The club may sue, and be sued, and take any formal proceedings, in the names of those office bearers as Trustees ex officii for the club.
- h) In pursuance of the authority vested in the committee by members of the club, members of the committee are entitled to be indemnified by the members of the club against any liabilities properly incurred by them, or any one of them, on behalf of the club wherever the contract is of a duly authorised nature, or could be assumed to be of a duly authorised nature, and entered into on behalf of the club.
- i) The limit of any individual member's indemnity in this respect shall be a sum equal to one year's subscription at the then current rate of their category of membership unless the committee has been authorised to exceed such limit by a General Meeting of the club.

12. Amendments to the Constitution

This Constitution may only be amended by a proposal passed by 2/3 of adult members present and entitled to vote at an Annual or Extraordinary General Meeting.

13. 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 notice of the proposed resolution shall be given in writing by the secretary to all members, and that
 - iii) Such a resolution shall require the assent of two thirds of those present and entitled to vote.



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- 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 local group/s or charity, with similar objects, or to the Royal Yachting Association as determined by the meeting, to be employed for the development of the sport.

14. Declaration

It is hereby certified that this document represents a true and most up to date version of the Constitution of Club.

Approved	Position	Name	Sign	Date
Prepared	Hon Secretary	Julia Payne		29 th May 2009
Authorised	Commodore	Ian Murgatroyd		29 th May 2009