

MOORFOOT RUNNERS CONSTITUTION

1. Name

This shall be Moorfoot Runners (hereinafter called “The Club”).

2. Object

The object of The Club shall be to encourage, promote, and develop the good values of running and athletics in the community of Tweeddale for children and adults of all ages and abilities.

3. Strategy and Goals

The Committee will construct and agree on a long-term strategy for The Club, based on discussion with members. This will be reviewed annually and a report provided at the Annual General Meeting (AGM). In addition, and to assist in achieving this strategy, The Club will set, at the AGM, a list of goals for the following 12 months.

4. Membership

4.1. Prospective members must complete and send an application form to the Secretary and pay the required subscription.

4.2. Applications must be approved by the Secretary, failing which, by a quorum (4) of Committee members.

4.3. Fees shall be decided at the AGM.

4.4. Subscriptions must be paid for the current season before the member can compete for The Club, or remain a member of The Club, except where The Club chooses to waive this rule. Fees cover the period from 1 April to 31 March the following year.

4.5. To resign, a member must inform the Club Secretary in writing.

4.6. Any member guilty of misconduct (i.e. behaviour contrary to this Constitution or the standard set by UK Athletics) may be cautioned in writing (once) or suspended or expelled from The Club. Any person suspended or expelled will have the right to be heard, either in writing or in person, prior to confirmation of any such decision, and also the right to appeal a decision in writing to the Secretary not later than two weeks after notification of any confirmed suspension or expulsion. Decisions to suspend or expel will be made by a panel comprising the President (or his appointed deputy) as Chair and two more Committee members, all of whom must be independent of the member or the matter under consideration. Any appeal will be heard by the rest of the Committee excluding those on the original panel. The panel

and the appeal committee shall have the authority to set its own procedures over and above those outlined in this Constitution as long as such procedures are fair to all interested parties.

- 4.7. All members of Moorfoot Runners should wear Club colours when representing The Club at competitive meetings.
- 4.8. All members of Moorfoot Runners, upon joining The Club, agree to abide by the equality policies as detailed by Scottish Athletics on their website, located here – <https://www.scottishathletics.org.uk/about/equality/>. Should the behaviour of any Club member fall outside of these policies, The Club is allowed to take disciplinary procedures as detailed at 4.6 which may include notification of legal authorities if required.
- 4.9. All members of Moorfoot Runners, upon joining The Club, agree to abide by the 'Clean Sport' guidelines as detailed by Scottish Athletics, located here – <https://www.scottishathletics.org.uk/about/welfare/clean-sport/>. This links to the wider UKA Clean Athletics guidelines.

5. Management

- 5.1. The Committee shall consist of President, Secretary, Treasurer, (any or all of whom may be honorary members), Seniors' Coordinator, Seniors' Coach, Juniors' Coordinator and up to four other members, all of whom will be elected at the AGM or co-opted. The President shall act as chairperson at all Committee and General Meetings. In the event that the President is unable or unwilling to do so, a deputy will be appointed by the Committee. The Treasurer will keep proper accounting books and will show them to any member upon request, within a reasonable timeframe. The Secretary shall prepare an agenda in advance of Committee meetings and record the minutes of the meeting in a timely manner. The Secretary will also correspond with members and the governing bodies as appropriate to the functioning of The Club.
- 5.2. Committee members can resign in writing to the Secretary during their term of office, giving reasonable notice.
- 5.3. The Committee shall meet at least once a quarter or at the request of any two committee members.
- 5.4. A quorum for the Committee shall be four.
- 5.5. All decisions will be by a majority vote. The President (or the deputy if the President is unable to attend) shall have a casting vote in the event of a tie.
- 5.6. The Committee has the power to co-opt extra members up to a limit of three, and to form sub-committees as and when considered necessary.

5.7. Committee members are subject to the same disciplinary measures as ordinary members.

6. Annual General Meeting (AGM)

6.1. The AGM will be held every calendar year. Two weeks' written notice of the meeting shall be given to all paid-up members, all of whom may attend, and the following business undertaken:

6.1.1. The President's report will be read and discussed.

6.1.2. The accounts will be presented for approval by the membership.

6.1.3. Proposed fees will be presented for approval by the membership.

6.1.4. The Committee will be elected.

6.1.5. The Club strategy will be presented for approval by the membership.

6.1.6. The goals for the following 12 months will be presented for approval by the membership.

6.1.7. Any other business will be discussed.

6.2. Motions to be discussed must be submitted in writing to the Club Secretary at least 3 weeks before the meeting, and proposed and seconded by paid-up members at least 18 years of age.

6.3. Other than amendments to the Constitution, all decisions shall be by a majority decision. In the event of a tied vote the President shall have the casting vote.

6.4. Five paid up and voting members will constitute a quorum.

6.5. Only members of 18 years and over will be eligible to vote.

6.6. Only members with fully paid subscriptions for the previous season may vote.

7. Extraordinary General Meeting (EGM)

An EGM may be called after two weeks' notice to all members by the Committee, or upon receiving a petition from four paid up and voting members, to discuss matters of pressing urgency except dissolution (see 9 below). Five members will constitute a quorum.

8. Amendments to the Constitution

8.1. Amendments to the Constitution require at least a two thirds majority (of those present and entitled to vote) at an AGM or EGM, and will take immediate effect following the vote at an AGM or EGM.

8.2. Voting rights as at the AGM pertain.

9. Dissolution

9.1. The Committee, by a 75% majority at a quorate meeting, may propose to dissolve The Club. They must then call an EGM giving four weeks' notice to all Club members. If the motion is passed by a 75% majority The Club is then dissolved.

9.2. Alternatively, ten ordinary paid up voting members may petition the Secretary, in writing, to call an EGM in which the conditions above will apply with respect to calling the meeting and voting at it.

9.3. Voting rights as at the AGM pertain.

9.4. Upon dissolution, any funds remaining after all debts have been met will be donated to a charity of The Club's choosing, decided upon at the AGM or EGM.

10. This Constitution was adopted by the membership

Date

Signed
(President)

.....
(Club Secretary)