

## **GULLANE BOWLING CLUB CONSTITUTION**

### **Name**

1. The name of the Club shall be Gullane Bowling Club.

### **Objects**

2. The aims of the non-profit Club shall be to maintain the ground and other facilities to encourage the promotion of, and provide for the sport of flat green bowls in Gullane and to undertake other activities incidental or conducive to the furtherance of these objects.
3. The Club shall seek to affiliate to Bowls Scotland and other appropriate bodies and be bound by their rules for the good governance and furtherance of the game.
4. The Club is committed to encouraging the highest ethical standards. All individuals involved in the Club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

### **Membership**

5. All applications for membership shall be considered by the Committee. Membership shall be open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of age, disability, gender, sexual orientation, political or other opinion, religion or belief.
6. Subscriptions shall be fixed at each Annual General Meeting.
7. Persons whom the members desire to honour may, at an Annual General Meeting be elected as Honorary Members who shall be entitled to the privileges of the Club but shall not be called upon to pay an annual subscription.
8. Membership shall consist of the following categories:
  - Honorary membership
  - Full playing membership
  - Social membership
  - Junior membership (under 16)

### **MANAGEMENT**

9. The business and affairs of the Club shall be managed by an Executive Committee which shall consist of the Officers of the Club plus 3 ordinary committee members all of whom shall be elected at the Annual General Meeting.
10. The Officers of the Club shall be the President, Vice President, Treasurer and Secretary. If the post of any Officer or ordinary committee member should fall vacant during the year, the Executive Committee shall have the power to fill the vacancy until the next Annual General Meeting.
11. The President shall be elected for a period of two years and serve a further year as an advisory member of the Executive Committee. Other Members of the Executive Committee shall be elected for a period of 3 years, and no person shall be eligible for re-election for a period of one year after demitting office.

12. All Executive Committee members must be Full Members of the Club.
13. Any property relating to the Club shall be held in the name of the said Officers as trustees ex officiis in trust for the members of the Club and the Officers shall further be entitled to sue and be sued on behalf of the Club as trustees ex officiis. In their capacity as trustees ex-officiis the Officers shall all be entitled to be personally indemnified out of funds of the Club where they're acting bona fide in their capacity as Officers of the Club.
14. The Executive Committee shall have full power to deal with all matters relating to the Club not reserved to a General Meeting in terms of this Constitution, including the power to make public and enforce such bye-laws as the Committee consider necessary to govern the activities of the Club.

## **GENERAL MEETINGS**

### **Annual General Meeting**

15. The Annual General Meeting shall be held in the first quarter of the year in order to elect members to the Executive Committee, receive reports from the President, Secretary and Treasurer and transact any other business.

### **Extraordinary General Meeting**

16. An Extraordinary General Meeting shall be called by an application in writing to the Secretary supported by at least 15% of the full and honorary members of the Club. The Executive Committee shall also have the power to call an Extraordinary General Meeting by a simple majority of its members.

## **Notices**

17. At least 14 days' notice together with an Agenda shall be given to all voting members of any General Meeting. No business can be conducted unless these conditions are met.

## **Voting**

18. Decisions put to a vote at General Meetings shall be resolved by a simple majority, with the exception of changes to the Constitution.
19. The President of the Club shall hold an individual as well as a casting vote at General and Committee meetings.

## **Quora**

20. The quorum at General Meetings shall be 20% of the members and the quorum for Committee meetings shall be 40% of the members.

## **Changes to the Constitution**

21. Any changes to the Constitution shall require two thirds majority of those eligible to vote and present at the General Meeting or by proxy provided in advance to the President.
22. A proposal to change the Constitution must be submitted in writing to the Secretary who shall circulate the proposal to all members and allow 7 days for submission of any amendments before calling a meeting in accordance with para 17 above.

23. All proposals for changes to the Constitution shall be signed by two members eligible to vote at a General Meeting.

## **FINANCE AND ACCOUNTS**

24. The financial year shall run from 1 January to 31 December each year.
25. The Honorary Treasurer shall be responsible for the preparation of Annual Accounts of the Club.
26. The Accounts shall be certified by two appropriate members elected annually at the Annual General Meeting.
27. All cheques drawn against the Club's funds shall be signed by the Treasurer and one other nominated member of the Executive Committee. The Treasurer can authorise electronic (BACS) club payments up £500, reporting these payments at the Executive Committee meetings. Payments over £500 require prior authorisation from the Executive Committee.
28. All full members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

## **CESSATION OF MEMBERSHIP**

29. Any membership may be terminated by the Executive Committee in any of the circumstances and in accordance with the procedure as set out in the Club's bye-laws.

## **INTERPRETATION**

30. The Executive Committee is the sole authority for the interpretation of this Constitution and any bye-laws made by it.
31. The decision of the Executive Committee upon any matter affecting the Club, whether or not provided for by this Constitution or its bye-laws is final and binding on its members.

## **DISSOLUTION**

32. The Club is a non-profit making organisation. All profits and surpluses will be used to maintain, improve, or develop the Club's facilities and to carry out the objects of the Associations to which it is affiliated. No profit or surplus will be distributed other than to another non-profit making body on winding up or dissolution of the Club.
33. If, upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be transferred to some other organisation(s) having objects similar to the objects of the Club and for the benefit of the community of Gullane , such organisation(s) to be determined by the members of the Club by Resolution passed at a General Meeting or in the absence of such a Resolution (or that the extent to which it cannot be given effect) to the Associations to which it is affiliated.