



EARLSTON CURLING CLUB CONSTITUTION

Adopted

15 May 2012

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1. The club shall be called Earlston Curling Club (ECC) hereafter referred to as 'the Club' and will be affiliated to the Royal Caledonian Curling Club (RCCC).
2. The object of the Club is to promote curling in the local community and encourage the development of its members providing opportunities for recreation and competition. The Club shall carry out its functions in a way that is inclusive and fair and will show a duty of care to its members.
3. Membership of the Club shall be open to any person who makes application which application shall be considered and approved by the management committee. The applicant will be subject to pay the relevant subscription fee as determined by the Club.
4. The office bearers of the club will be:
 - i. President
 - ii. Vice President
 - iii. Immediate Past President
 - iv. Secretary
 - v. Treasurer
5. Election of the office bearers shall take place annually at the AGM. If more than one member is proposed for any position, a vote of members present at the AGM will take place. Voting shall be by ballot and the result determined by simple majority of votes cast.
6. The affairs of the Club shall be controlled by a management Committee, hereafter referred to as 'the Committee' comprising the office bearers and six further members elected at the Annual General Meeting. These additional Committee members will be appointed for a maximum of 3 years with two members retiring each year but will be eligible for re-election.
7. The Committee is responsible for the general running of the club. There will be regular committee meetings as deemed necessary, with 3 per year as a minimum. A quorum of 5 committee members must be present in order for any motions to be passed or major changes made.
8. The Committee is responsible for any disciplinary proceedings or actions required against any member bringing the Club into disrepute or for infringements of the rules, regulations or constitution of the club or the RCCC or ice rink at which any incident occurred. It is also responsible for carrying out any actions required and ultimately membership may be revoked.

9. The Secretary is responsible for taking of minutes at meetings, their circulation and presentation of those minutes at the next appropriate meeting for approval. The secretary is also responsible for communication to members and maintenance of the register of members incorporating names, contact details etc and for the upkeep of membership details on the RCCC database.
10. The Treasurer is responsible for the finances of the club.
11. All monies will be banked in an account held in the name of the Club. Cheques will be drawn with the signature of the Treasurer.
12. The Treasurer shall maintain proper records and provide an income and expenditure account for each financial year which will be presented at the AGM. The committee shall refer the accounts to an independent competent person if they deem this necessary and the club will be responsible for any charge incurred.
13. Membership fees are paid annually as set at the AGM and must be paid by the end of October or other date set by the Committee.
14. The Annual General Meeting shall be held at a date determined by the Committee before the end of May each year. 21 days notice shall be provided to all members of the Club of the chosen date for the AGM. Members must advise the Secretary in writing of any business to be considered at least 14 days before a meeting.
15. A quorum for a General Meeting shall be 25% of the club membership.
16. Decisions made at a General Meeting shall be made by a simple majority vote. Only fully paid up members are entitled to vote on any motion or competent business to be considered at the AGM. Each member shall be entitled to one vote and in the event of equal votes on any issue the President shall be entitled to a casting vote.
17. The business of the Annual General Meeting shall be to:
 - i. Confirm the minutes of the previous AGM. The minutes shall be signed by the president upon adoption.
 - ii. Receive the accounts for the year from the Treasurer
 - iii. Receive the annual report from the President
 - iv. Elect an accounts examiner if deemed necessary
 - v. Elect the Office bearers and Committee Members to vacant positions.
 - vi. Transact such other business as itemised in the Agenda.
18. A General Meeting will be held on a date determined by the Committee in advance of the commencement of the new season's play to elect skips for the Club League and to make other such arrangements as necessary.

19. The rules and regulations of the RCCC will be adhered to with the exception of specific rules for club competitions which will be set out separately in the specific competition rules available to all playing members prior to the commencement of each competition.
20. Any proposed alteration to the Club's Constitution may only be considered at an Annual or General Meeting convened with the required written notice of the proposal. Any alteration or amendment must be duly proposed and seconded and shall be passed if supported by not less than two-thirds of those members present at the meeting, assuming that a quorum has been achieved.
21. Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than 25% of members of the Club. The Secretary will convene the Special General Meeting of the Club to be held not less than one month thereafter.
22. If at a General Meeting the resolution to disband the club for any reason is carried by at least two thirds of the members present at the meeting, the committee shall thereupon or at such dates specified in the resolution proceed to realise the assets of the Club and discharge all debts and liabilities of the Club. After discharging all debts and liabilities of the Club, the remaining assets shall not be paid to the members but shall be given or transferred to another voluntary organisation having an object similar to that of the Club which organisation shall be as specified in the resolution.