

# Club Constitution

The Club Constitution was reviewed and updated by the Committee during early 2011 and approved by those members present at a Special General Meeting held on 20th April 2011.

## 1 NAME

The Club shall be called the Clyde River Steamer Club.

## 2 AIMS

2.1 To stimulate interest in, and research into, British coastal passenger shipping, with particular emphasis on the Clyde and other Scottish fleets.

2.2 To create opportunities for enthusiasts to sail, meet and talk together. In order to promote the aims of the Club, the Committee may arrange

- Meetings, presentations and functions
- Sailings, visits and any other activities considered to lie within the aims of the Club
- The preparation and publication of any material considered to lie within the aims of the Club
- The development of a website which reflects the Club's interests and acts as a portal to encourage new members and provide access to Club information and services.

## 3 MEMBERSHIP

3.1 Membership of the Club shall be open to anyone interested in the aims of the Club.

There shall be two classes of membership available:

- Full Membership
- Junior Membership for those under 18 years of age

Junior members shall enjoy all the privileges of full members, except that they shall not be entitled to vote at General Meetings.

3.2 Prospective new members shall complete an application form and pay the relevant subscription fee at the time of joining. Continued membership of the Club shall be subject to the payment of an annual subscription, as determined by the Annual General Meeting of Club members, and payable by October each year.

## 4 CLUB ORGANISATION AND MANAGEMENT

4.1 The Club shall be managed by a Committee of five Office Bearers, and five Ordinary Committee Members.

The five Office Bearers shall be: President, Vice-President, Secretary, Treasurer and Membership Secretary.

All Office Bearers and Ordinary Committee Members shall be elected at the Annual General Meeting of the Club, from and by members of the Club. If any position(s) should receive

more than one nomination at the AGM, election shall be by ballot of the members present at the AGM.

The President and Vice President shall be elected for a period of two years. All other Office Bearers and Ordinary Committee Members shall be elected for a period of one year, but may offer themselves for re-election at the next AGM.

If a vacancy occurs in the Committee, the remaining Office Bearers and Ordinary Committee Members may appoint any member of the Club to fill the vacancy.

The Committee may appoint Club members to hold the positions of Honorary President and Curator. They may attend Committee meetings but shall not be entitled to vote on Committee decisions.

4.2 The Club's Committee shall meet at regular intervals throughout the year to deal with Club business and to ensure that the Club is managed in an efficient manner.

The Secretary shall keep minutes of discussions and decisions at Committee meetings and these shall be retained as a Club record. A quorum of the Committee shall be six voting members.

The President or, in her/his absence, the Vice President shall chair Committee meetings. If neither is able to be present, the President shall nominate a substitute Chairperson from the elected Committee members.

Where it is necessary to vote on any proposal before the Committee, decisions shall be made on the basis of a majority vote. In the case of equal votes, the Chairperson shall have an additional casting vote.

The Club's financial year shall end on 31st January each year.

The Treasurer shall manage the Club's bank account(s) and maintain accurate financial records on behalf of the Committee. These shall be audited before each Annual General Meeting and copies shall be available to members.

The Committee may, at its discretion, donate any sum to any charitable organisation.

4.3 Where deemed necessary, the Committee shall co-opt additional volunteer members to carry out specific duties or responsibilities. Co-opted members shall not be entitled to vote on Committee decisions.

## **5 GENERAL MEETINGS**

5.1 The Annual General Meeting of the Club shall be held not later than 30th April each year. At least seven days' notice of the Annual General Meeting shall be given to members in writing and also by posting the notice on the Club's website. Members must advise the Secretary in writing of any competent business they wish to be included on the Agenda of the Annual General Meeting at least three days before a meeting. The Secretary shall notify members present at the meeting of any items added to the agenda, since the notice was sent out, and shall be responsible for recording the minutes of the meeting.

5.2 The business of the Annual General Meeting shall be:

- to adopt the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting
- to receive the report from the President

- to approve the audited accounts for the year
- to receive the annual report of the Committee from the Secretary
- to elect the Office Bearers and Ordinary Committee Members of the Club
- to appoint an auditor
- to review Club subscription rates and agree them for the coming year
- to transact any other business included on the agenda.

5.3 Nomination of candidates for election as Officer Bearers may be made in writing to the Secretary at least seven days in advance of the Annual General Meeting date, or from the floor at the actual meeting. Nominations can only be made by full members and must be seconded by another full member.

5.4 The President or, in her/his absence, the Vice President, shall chair all General Meetings.

5.5 Decisions made at a General Meeting shall be by a majority of votes from those full members voting at the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote. Each full member of the Club shall be entitled to one vote at General Meetings.

5.6 A quorum for a General Meeting shall be fifteen full members plus at least three Office Bearers.

5.7 Special General Meetings may be arranged by the Committee or at the request, in writing to the Secretary, of not fewer than ten full members of the Club. At least fourteen days' notice of the meeting shall be given.

## **6 AMENDMENTS TO THE CONSTITUTION**

Any proposed amendments to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal.

Any amendment must be proposed by a full member of the Club and seconded by another full member. Such amendments shall be passed if supported by a majority of those full members voting at the meeting, assuming that a quorum has been achieved.

## **7 DISSOLUTION**

7.1 If, at a General Meeting of the Club, a resolution is passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

7.2 If, at that Special General Meeting, the resolution is carried for dissolution by a majority of the full members voting at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.

7.3 In the event of the Club becoming insolvent, the members shall be held jointly and severally liable for the debts of the Club.

7.4 In the event of the Club being disbanded, except for amalgamation or reconstruction, any surplus funds remaining after all necessary expenses shall be donated to such maritime organisations as the Committee may choose.