

Charnwood Athletic Club

Constitution

The club will be called Charnwood Athletic Club and will be affiliated to UK Athletics, England Athletics, the Midland Counties Athletic Association and the Leicestershire and Rutland Athletics Association.

The Club was inaugurated on the nineteenth day of June 1975.

Aims and objectives

To offer coaching and competitive opportunities in Cross Country Running, Road Running and Track and Field athletics.

To promote the Club, and interest and participation in athletics, within the local community.

To manage the clubhouse and any facilities which the Club may hire.

To ensure a duty of care to all members of the Club.

To provide all its services in a way that is fair to everyone.

To ensure that all present and future members receive fair and equal treatment

Membership

Membership will consist of officers and members of the Club.

All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and the codes of conduct that the Club has adopted.

Members will be enrolled in one of the following categories:

Full Members: Active member (Ordinary or beneficiary)
 ~~Associate-Contributing~~ member
 Honorary Life member
Day member

A candidate applying for membership must apply using the official Club membership form.

~~Associate-Contributing~~ Members will be those ~~wishing to support the Club either financially or practically by being coaches, officials, helpers or officers of the Club~~ supporting the day-to-day running of the club through voluntary support as defined in annually approved Contributing Member definition document.

Day Members shall be individuals who do not compete for the Club in Competition but wish to participate in training activities organised by the Club.

2018 version

Day members will not be required to complete a membership form but will pay training fees as determined by the Management Committee.

Honorary life membership may be conferred by a vote of life members who shall meet annually. Honorary life members who are still active in competition for the Club will not be exempt from membership and training fees.

Membership Fees

Membership subscriptions and fees will be set annually and agreed by the Management Committee.

Subscriptions will be due annually on 1st March and training fees will be collected at every training session which uses facilities hired by the Club.

Officers of the club

Officers of the Club will be:

President

Vice Presidents

Chairman

Treasurer

Secretary

Membership Secretary

Minutes Secretary

Championship Secretary

Officials Secretary

Welfare Officer

Coaching Coordinator

Clubhouse Manager

Catering Representative

Statistician

Publicity Officer

Senior Ladies-Womens Cross Country/Road Team Manager

Senior Mens Cross Country/Road Team Manager

Junior Girls Cross Country/Road Team Manager

Junior Boys Cross Country/Road Team Manager

Senior Mens Track and Field Manager

Senior Ladies-Womens Track and Field Manager

Masters Mens and Ladies-Womens Team Manager

Under 20's-Under 17's Mens/LadiesWomens Track and Field Manager

Under 15's-Under 13's Girls Track and Field Manager

Under 15's-Under 13's Boys Track and Field Manager

Quadkids/Sportshall Team Manager

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment

Committee

The Club will be managed through the Management Committee consisting of all the above Officers with the exception of the President and Vice Presidents.

2018 version

The Management Committee will be convened by the Minutes Secretary of the Club and meet no less than eight times per year.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

Discipline.

All complaints regarding the behaviour of members should be brought to the attention of the Welfare Officer who will report them to the Management Committee when appropriate.

The Management Committee will be responsible for all disciplinary matters.

The Management Committee will be responsible for taking any action of suspension, revocation of membership, or other disciplinary action when a member has infringed the Club's rules, regulations or constitution.

Any member disciplined by the Management Committee will have the right of appeal to the Club President.

Finance

All Club monies will be banked in an account held in the name of the Club. The Club Treasurer will be responsible for the finances of the Club and shall report regularly to the Management Committee. The financial year of the Club will end on 31st of July annually.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against Club funds will hold the signatures of two out of four mandated members of the Management Committee. The Treasurer and Chairman will always be two of the four mandated members.

Electronic payments will be controlled by the Treasurer and approved as mandated by the Management Committee from time to time in line with good banking practice.

Annual General Meetings

The Annual General Meeting will be held in the month of September or October each year.

Notice of the Annual General Meeting (AGM) together with any motions to be debated will be posted by the Secretary not less than 21 clear days prior to the meeting.

The AGM will receive reports from officers of the Management Committee, a statement of the audited accounts, and debate any motions proposed by the Management Committee or at the request of ten full members of the club.

Nominations for officers of the Management Committee will be made on the notice displayed for that purpose in the Clubhouse. Nominations must be made with the knowledge of the nominee and be proposed and seconded by Club members, prior to the AGM.

The elections of officers will take place at the AGM. Voting is restricted to bona-fide Full Members of the Club.

Motions will be decided by majority vote of bona-fide Full Members of the Club. In the event of a tie the Chairman shall have a second vote.

An Extraordinary General Meeting (EGM) will be called by the Secretary at the request of the Management Committee or at the request of ten full members of the Club. The Secretary will give notice of any such meeting stating the business to be dealt with. This business will be the only matter for discussion.

Amendments to the Constitution.

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

Declaration

Charnwood Athletic Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of the members.

Signed.
President

Date

Signed
Chairman

Date