



NEVIS TRIATHLON CLUB CONSTITUTION

1. Name

The club will be called “Nevis Triathlon Club” and will be affiliated to *Triathlon Scotland*
- *The National Governing Body for Triathlon in Scotland*

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive racing opportunities in triathlon, duathlon and aquathlon
- To promote the club within the local community and triathlon community
- 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 and in line with our equity policy and that of Triathlon Scotland
- To ensure that all present and future members receive fair and equal treatment

3. Membership

Membership should 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 codes of conduct that the club has adopted

Members will be enrolled in one of the following categories:

- Adult member
- junior member

The club will actively promote individual membership to **Triathlon Scotland** and will work with the Governing Body to grow the sport in Scotland

4. Membership fees

Membership fees will be set annually and agreed upon by the Executive/ Management Committee or determined at the Annual General Meeting. Fees will be paid Annually following the calendar years membership

5. Club Committee

The Management of the club shall be vested in the main committee which shall consist of:

- President
- Vice-President
- Chairperson
- General Secretary
- Treasurer
- Welfare Officer

The Committee shall have the power to fill vacancies in its number should they occur, or to co-opt members onto the Committee. Subject to this provision, Officials and members shall be elected at the AGM

The Committee shall have the power to set up subcommittees to consider any matter(s) relating to the Club's business, as it considers fit

The convenor of any sub-committee shall be a member of the club committee

Recommendations or decisions made by any sub-committee must be ratified by the Club Committee before they become competent

Any Committee member wishing to resign shall give notice in writing to the General Secretary

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

The club will be managed through the Committee consisting of **Chair, Secretary, Welfare Officer and Treasurer**. Only these posts will have the right to vote at meetings of the Management Committee

The Management Committee will be convened by the Secretary of the club and held no less than **once** per year

The quorum required for business to be agreed upon by the Committee

Committee meetings will be: 3

The Committee will be responsible for adopting new policies, codes of conduct and rules that affect the organisation of the club

The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings

6. 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

The financial year of the club will end on 31/12

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

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers

7. Annual general meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice is to be given to all members

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM

Elections of officers are to take place at the AGM

All members have the right to vote at the AGM

The quorum for AGMs will be 25% of the membership

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM

8. Discipline and appeals

All complaints regarding the behavior of members should be submitted in writing to the Secretary

The Management Committee will meet to hear complaints within 7 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal

9. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership

In the event of dissolution, any assets of the club that remain will become the property of *triathlonscotland*

12. Amendments to the constitution

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

11. Declaration

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

SIGNED: *Alexander Hill*

DATE: 10/10/2022

NAME: Alexander Hill

POSITION: Club Chair

SIGNED: *Bronagh Wishart*

DATE: 10/10/2022

NAME: Bronagh Wishart

POSITION: Club Secretary