

# CONSTITUTION

## 1 Name

The name of the organisation shall be the Braehead Curling Development Group, "the Group".

## 2 Objectives

The Group is established to pursue the development of the sport of Curling in Glasgow and the West of Scotland including, but not limited to, the following activities:

- i) Increasing participation in the sport by young people.
- ii) Increasing participation in the sport by people aged 55+.
- iii) Increasing participation in the sport by those with special needs.
- iv) Providing opportunities for existing curlers to pursue the sport.
- v) Assisting local curling clubs to develop and to find new members.
- vi) Assisting locally based curling coaches and umpires to develop.
- vii) Recruiting and training new coaches and umpires.

## 3 Membership

Membership will be open to all Curling Clubs involved with the sport at Braehead Curling Rink whose objectives are aligned with the objectives of the Group as noted in Rule 2.

## 4 Subscriptions

The annual membership subscriptions and timetable for payment shall be fixed at each Annual General Meeting.

## 5 General Meetings

### a) Annual General Meeting (AGM)

The AGM shall be held each year at such time and place as determined by the Management Committee, at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

- i) Receive and confirm the minutes of the previous AGM.
- ii) Presentation of the Group's financial accounts for the year and approval thereof.
- iii) Presentation of the Group's projected financial situation and development objectives for the forthcoming year.
- iv) Presentation of Chairperson's report.
- v) Nomination and election of the Management Committee, including Office Bearers.
- vi) Any other business brought before the meeting which has been submitted in writing to the Secretary not less than seven days prior to the AGM.
- vii) Any other business deemed relevant by the Chairperson.

### b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i) A simple majority of the Management Committee.
- ii) 20% of members (rounded up to the nearest whole number).

Notice for an EGM shall be of a minimum of fourteen days notice, and stating the business to be discussed. No other business, other than that stated on the notice calling the EGM will be discussed.

## **6 Rules for General Meetings**

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chairperson shall chair the meeting, or in his/her absence one of either the Vice Chairperson, Secretary, Treasurer or a nominee from the meeting in the event of all those mentioned being absent.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each member shall have up to two representatives, but each member will be entitled to only one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be 20% of those eligible to vote.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

## **7 The Management Committee**

- a) The Management Committee shall consist of up to nine members, including the following office bearers:
  - i) Chairperson
  - ii) Vice-Chairperson
  - iii) Secretary
  - iv) Treasurer

All members of the Management Committee will be elected at the AGM to serve for a period of two years excepting the Office Bearers where the Chairperson and Vice Chairperson will be limited to three consecutive years in office and the Secretary, Treasurer and any RCCC Curling Development Officer who may serve without limit of time. All members may stand for re-election on one occasion.

- b) The Management Committee may co-opt up to three additional members as it sees fit at any time and for a duration as determined by the Management Committee subject to the limits set out above.

## **8 Rules for the Management Committee**

- a) The Chairperson shall chair the meeting, or in his/her absence one of either the Vice Chairperson, Secretary, Treasurer or a nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days notice of any meeting of the Management Committee shall be given by the Secretary, except when:
  - i) The date of the meeting had been agreed at the previous management meeting, in which case seven days notice shall be given.
  - ii) In an emergency the Chairperson may call a meeting at four days notice.
- c) The quorum shall be 40% (rounded up to the nearest whole number) of the members of the committee.
- d) All members of the Management Committee shall be entitled to vote.

- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.

**9 Finance**

- a) The income and property of the Group, however derived, shall be applied solely towards the objectives of the group as set out in Rule 2, of this constitution.
- b) The Group shall have the power to raise money by means of donations from members or through grants from grant making organisations.
- c) All monies shall be lodged in a bank account in the name of the Group.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the Group, of which two signatories shall be required.
- e) The financial year of the Group shall run from 1 March to end February.
- f) The Treasurer shall be responsible for the preparation of the Annual Accounts of the Group.
- g) The Accounts shall be certified by an appropriate independent person elected annually at the AGM.

**10 Amendments to the Constitution**

This Constitution may only be amended by a proposal passed by a two-thirds majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

**11 The Dissolution of the Group**

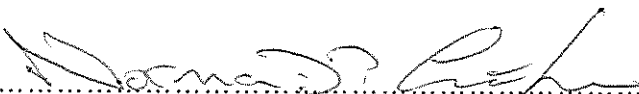
- a) Any resolution to dissolve the Group may be passed at any General Meeting provided that:
  - i) the terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
  - ii) at least 28 days notice of the proposed resolution shall be given in writing by the Secretary to all members, and that
  - iii) such a resolution shall receive the assent of two thirds of those present and entitled to vote.
- b) Upon dissolution of the Group, after all Group and Trustee liabilities have been cleared, all remaining financial and material assets shall be given or transferred to the Royal Caledonian Curling Club to be held in trust for the development of the sport of Curling in Glasgow and the West of Scotland.

**12 Declaration**

It is hereby certified that this document represents a true and most up to date version of the Constitution of Braehead Curling Development Group.

**SIGNATURES**

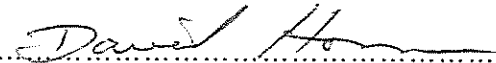
Chairperson



Date

21/5/09

Secretary



Date

21/05/09