

# HARWICH AND DOVERCOURT MODEL BOAT CLUB. CONSTITUTION

## 1. TITLE

1.1 The club shall be called the Harwich and Dovercourt Model Boat Club. Hereinafter called the Club.

## 2. OBJECTS

2.1 The objects of the Club shall be to provide facilities for model boat sailing and racing; to encourage members in the sport of model boating and the design and construction of such model boats.

## 3. AFFILIATIONS

3.1 The Club shall be affiliated to the Model Yachting Association and the appropriate MYA District Committee.

## 4. RULES

4.1 The activities of the Club, its Officers and members shall be governed by:-

- a) The International Sailing Federation (ISAF) Yacht Racing Rules
- b) The Rules and Regulations of the Radio Sailing Division of the International Sailing Federation (ISAF-RSD).
- c) The Rules and Regulations of the Model Yachting Association (MYA)
- d) This Constitution
- e) Any rules and resolutions passed at a General Meeting or Committee Meeting of the Club.

4.2 All members shall pay due regard to the wildlife on and around the water.

4.3 Members shall not leave litter of any kind after use of the water.

4.4 Members, their guests or visitors using the facilities provided by the Club shall do so entirely at their own risk and implicitly accept that the Club will not accept any liability for any damage to or loss of property belonging to members, their guests or visitors.

## 5. MEMBERSHIP

5.1 Categories of membership shall be:-

- a) Senior (aged 18 years or over)
- b) Junior (aged under 18 years)
- c) Family

5.2 All candidates for membership of the Club shall be proposed and seconded by members of the Club and elected by the Committee ( See 6,7 &8 below)

## 6. GOVERNMENT

6.1 The government of the Club shall be vested in a Committee.

6.2 The Committee shall be responsible to the Club for the conduct of the day to day affairs and shall make such arrangements as may be necessary to exercise its duties.

6.3 The Committee may co-opt any persons for a meeting or meetings or to assist any of the officers in their work.

6.4 The Committee shall meet at regular intervals and at least quarterly.

6.5 The quorum for any Committee Meeting at which decisions are to be taken shall be 4 Committee Members

6.6 All motions shall be decided by simple majority of those present but the Commodore may exercise an additional casting vote.

6.7 The Committee will not have authority to make any changes to this Constitution.

## 7 OFFICERS OF THE CLUB – FORMING THE CLUB COMMITTEE

7.1 The officers of the Club shall be:-

Commodore, Secretary, Treasurer/Membership Secretary, Racing Secretary, Measurer(s) and up to a maximum of 3 other members.

7.2 No member shall hold more than 1 Official Post within the Club unless deemed expedient and in the best interests of the club. This expediency to be voted on by the members present at the AGM.

7.3 All Officers shall be elected at the Annual General Meeting. Officers shall retire annually but shall be eligible for re-election.

7.4 The elected Management committee should not exceed 8 in total.

7.5 Elections should proceed in the order indicated in 7.1 above.

ie The Commodore should be elected first, through finally to general committee members. As soon as the Commodore is elected – he shall take up that position and control the rest of the agenda.

7.6 Officers shall comply with the rules of the Club and comply with their duties.

## 8. DUTIES OF OFFICERS

8.1 Commodore. To preside over all Annual General Meetings, General Meetings and Committee Meetings, according to set rules and practises and ensure that the officers deal with such matters that fall within their remit. To ensure that when no rules exist the officers act in the best interest of the Club.

8.2 Secretary. To call all Meetings taking due account of the Notice required and keep the minutes thereof. To hold other records of the Club. To deal with all correspondence and bring matters to the attention of the Committee when necessary,

8.3 Treasurer/Membership Secretary. To receive and account for all monies due to the Club. To make any payments necessary to defray the costs of running the Club. Payment cheques are to be signed by both the Treasurer and one of two nominated committee members. To maintain proper accounts of all such receipts and payments. To ensure that the accounts are audited annually and produced for inspection at the Annual General Meeting. To maintain accurate Membership records.

8.4 Racing Secretary. To prepare a club fixture list and organise sailing events. To keep a record of the results of the Club's events and trophy winners.

8.5 Measurer(s). To apply annually for recognition as a measurer of the Model Yachting Association. To measure members' boats as required. To

collect and account for any measurement fees due as may be required by the Club.

## 9. FINANCE

9.1 Annual subscriptions shall be paid in advance and become due by the 30<sup>th</sup> November for each succeeding year on election to the club. Members who have not paid their subscription for the current year, by 31<sup>st</sup> December, will be deemed to have left the club.

9.2 Members elected 6 months into the year shall pay half the appropriate subscription.

9.3 The Senior subscription shall be fixed at the Annual General Meeting. Family membership shall be 1.5 times the full senior subscription. Junior members shall pay 50% of the full senior subscription.

9.4 No member shall be entitled to any of the privileges of Club membership whilst his/her subscription remains unpaid.

9.5 All monies raised by the Club shall be deemed to be the property of the Club and deposited in a bank or building society or National Saving Scheme, in the name of the Club. The Treasurer and one of two nominated committee members must sign for any withdrawals.

## 10. GENERAL MEETINGS

10.1 An Annual General Meeting shall be held by the 15<sup>th</sup> November every year.

10.2 Motions to be proposed at the Annual General Meeting shall be made in writing at least four weeks before the date of the Meeting.

10.3 Formal Notice, including an Agenda for the Annual General Meeting noting all nominations and motions shall be forwarded to the membership at least two weeks before the Meeting.

10.4 An Extra-ordinary Meeting may be convened at any time on written request by 5 members of the Club. The request shall be accompanied by a detailed resolution.

10.6 Attendance at Meetings.

a) All AGMs and EGMs shall be open to all members of the Club. The quorum for a Meeting shall be one quarter of the current membership.

b) The Commodore shall preside at all such Meetings or, in his absence, he shall nominate an Officer to preside. In the absence of both, a Chairman shall be appointed from those present.

c) The Commodore /Chairman shall determine all questions of procedure not otherwise catered for.

10.7 Voting at AGMs and EGMs..

a) At AGM's A simple majority shall decide motions, amendments and elections.

b) At EGM's motions and amendments can only be passed by a majority of 75%.

b) Each officer and member may exercise one vote but the Commodore/Chairman may exercise a casting vote only.

## 11. CONDUCT OF MEMBERS

11.1 Every Member, upon election and thereafter, is deemed to have notice of and implicitly undertakes to comply with the Club rules. Any refusal to do so, or any conduct, which in the opinion of the Committee, is either unworthy of a member or otherwise injurious to the interests of the Club, shall render a member liable to expulsion by the Committee.

## 12 CHANGES TO THE CONSTITUTION.

12.1 Changes to this Constitution can only be made by resolutions laid before either AGMs or Extraordinary General Meetings.

## 13 DISSOLUTION

13.1 On dissolution of the Club the assets of the Club shall be donated to a charity selected by those present to dissolve the Club.