

CONSTITUTION

Lothian Ski Racing Association

1. Name

The club will be called Lothian Ski Racing Association and will be affiliated to SnowSport Scotland.

2. Aims and objectives

The aims and objectives of the club are:

- To offer coaching and competitive opportunities in Alpine ski racing.
- To promote the club within the local community and Alpine Skiing.
- 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.
- To operate as a non-profit making organisation with all profits and surpluses being used to further the aims of the club.

The club is committed to encouraging the highest ethical standards. All individuals involved in the club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

3. Membership

Membership shall consist of officers and members of the club.

All members will be subject to the terms of this constitution and any rules or codes of conduct that the club has adopted, and by joining the club will be deemed to accept these terms.

Any person seeking to join the club shall submit an application to the Management Committee. Members shall be admitted by the Management Committee.

Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of race, occupation, sex or religious, political or other opinion.

Members under the age of eighteen shall be considered as junior members.

Junior members shall not have the right to vote at general meetings, but are entitled to elect one representative who shall have the right to vote.

4. Membership and training fees

Membership fees will be determined annually by the Treasurer and agreed by the Management Committee.

No member will be eligible to participate in the club's activities if he/she has not paid the membership fee (and training fee if appropriate) due.

Any fee refunds will only be considered in exceptional circumstances and determined solely at the discretion of the Management Committee. Further rules regarding the payment of fees may be determined by the Management Committee.

5. Officers of the club

The officers of the club will be:

- Chair
- Club Secretary
- Treasurer
- Membership Secretary
- Race Secretary
- Other officers as deemed necessary by the Management Committee

An honorarium may be awarded to any officer in recognition of their services to the club. Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-appointment.

6. Management Committee

The club will be managed through the Management Committee consisting of the officers of the club and ordinary committee members. The maximum number of posts on the Management Committee will be twelve. Only these posts will have the right to vote at meetings of the Management Committee. Meetings of the Management Committee will be convened by the Secretary of the club at least four times per year.

Any member of the Management Committee who fails to attend two consecutive committee meetings without apology will be deemed to have resigned from the Management Committee.

The quorum required for business to be agreed at Management Committee meetings will be five.

The Management Committee will act for the members of the club and be responsible for adopting 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.

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

7. Finance

All monies raised by, or on behalf of the club shall be applied to further the aims and objectives of the club and for no other purpose.

All club monies will be banked in an account held in the name of the club.

The Treasurer will be responsible for the finances of the club.

The financial year of the club will end on June 30th.

Proper financial records shall be kept of all club transactions and these shall be balanced on the 30th June in each year and incorporated into a Balance Sheet as at that date and a Profit & Loss Account for the year then ended, to be examined by an independent qualified accountant who has been appointed at the AGM. These Accounts will be presented by the Treasurer at each AGM.

8. General meetings

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

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

Nominations for officers and ordinary members of the Management Committee will be sent to the Secretary prior to the AGM or given at the AGM. Any member over age 18 or the representative of a junior member may be nominated. Elections of said officers and members are to take place at the AGM and where the number of nominations exceeds the number of vacancies, the decision will be put to a vote.

Subject to section 3, all members have the right to vote at the AGM.

Decisions put to a vote shall be resolved by simple majority at the AGM. The chair shall hold a deliberative as well as a casting vote.

The quorum for AGMs will be twenty.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. An EGM may also be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. Procedures for EGMs will be the same as for the AGM.

9. Discipline and appeals

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

Where possible, the Management Committee will meet to hear complaints within 28 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. Where possible, the committee should consider the appeal within 28 days of the Secretary receiving the appeal.

10. 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 be managed by Snowsport Scotland to facilitate the club objectives.

11. Amendments to the constitution

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

12. Declaration

Lothian Ski Racing Association hereby adopts and accepts this constitution as a current operating guide regulating the actions of members and officers.

SIGNED:

DATE:

NAME:

POSITION: Club Chair

SIGNED:

DATE:

NAME:

POSITION: Club Secretary