

## **Q BADMINTON CLUB - CONSTITUTION**

### **1) NAME**

The name of the organisation shall be Q Badminton Club herein after called the "Association".

### **2) PURPOSES**

The purpose of the association is to provide opportunities for adults to play badminton in a social environment.

For the purpose of attaining the aforementioned objectives the association shall have the power to:

- a) Promote and develop the aforesaid objectives;
- b) Assist or affiliate with other charitable or community associations;
- c) Raise funds and receive contributions;
- d) Do all such lawful things that shall further the objectives of the branch, providing such activities do not contradict the objects of Q Badminton Club.

### **3) MEMBERSHIP**

Membership shall be open irrespective of political party, nationality, religion, race, sexual orientation or gender to: -

- a) Individuals of 18 years and over.
- b) Individuals under the age of 18 may be admitted into junior membership if accompanied by a parent/guardian.
- c) Visitors are allowed to attend for 3 sessions before applying for membership and paying the appropriate fee

#### **Membership**

- In accepting membership, a person agrees to abide by the Constitution of the Club and the rulings of the Committee.
- All members should be of a reasonable standard of play.
- All members have full playing and voting rights.
- The Chairman, after consultation with the other Officers, will decide whether to accept individuals into membership of the Club.
- Membership will be to a maximum level determined by the Committee.
- All members must be agreeable to having their contact details held on the Membership List and must be happy to receive communication via phone or email.

### **4) SUBSCRIPTIONS**

The club is a non-profit making organisation. The purpose of fees is to cover the anticipated expenditure for the coming year, taking into account any credit or debit from the preceding year.

The amount and structure of fees (including membership fees, visitor fees, etc.) shall be agreed at the AGM. In the event of it being necessary to increase fees during the season an EGM shall be called.

The Secretary will issue a document to all members laying out the fees and due dates. Any member who has not paid their fees by the due date will be given a warning. If the same member has overdue fees again they will be asked to leave the club.

Members who join during the year will pay a subscription, pro rata, as agreed by the committee.

#### **5) COMMITTEE**

The committee shall comprise of members of the Association. There shall be not less than 3 and not more than 10 members of the committee at any one time.

#### **6) OFFICERS**

The officers shall comprise of: -

A Chairperson, Secretary, Treasurer and any other officers as the committee shall determine from time to time. Such officers shall be elected or re-elected at each Annual General Meeting.

#### **7) GENERAL MEETINGS**

The policy and general management of the association shall be directed by a general meeting, which will consist of individual members and officers. Once a year the association shall hold its Annual General Meeting, which shall receive an annual report and statement of accounts, elect officers and a committee.

It may also discuss any other business, of which proper notice has been given to the secretary including proposals to amend the constitution. Other general meetings shall be held at such times as determined by the committee, or at the request of the officers, or within 28 days of receiving a written request to the secretary, signed by not less than two members (seven days notice shall be given of the time and place of all meetings to the members).

#### **8) QUORUM**

A quorum at a general meeting shall be one third of the members. A quorum for a committee meeting shall be one third of members elected to the committee, providing that is not less than three people.

#### **9) VOTING**

At a committee meeting or a general meeting, each member eligible to vote shall have one vote only. In the case of an equal vote, the chairperson shall have the casting vote.

#### **10) FINANCE**

At least once a year, the accounts shall be independently examined and presented to the membership. All monies raised by or on behalf of the association shall be used to further the purposes of the association and to no other purpose.

The financial and club year runs from 5 April – 4 April, so that accounts can be finalised for the AGM. The club's account will be held at a national bank or building society as agreed by the committee. All cheques are to be made payable to Q Badminton Club. 3 members of the club are permitted to sign cheques on behalf of the club, each cheque requiring 2 signatures. The committee will appoint the signatories.

#### **11) STANDING ORDERS**

The committee shall have the power to adopt and issue orders for conducting business. Such standing orders shall come into operation immediately. Provided that they shall be subject to review by the Annual General Meeting and shall not be inconsistent with the provisions of the constitution, which shall take precedence in the case of any dispute.

## 12) **CONSTITUTION**

Alterations to the constitution shall require the approval of not less than two thirds of the members present at the Annual General Meeting or extraordinary General Meeting. A resolution for the alterations to the constitution shall be received by the secretary at least 28 days before the meeting in which the resolution is to be brought forward. At least 14 days notice in writing of such a meeting shall be given by the secretary to members and shall include notice of the alteration proposed.

13) **DISSOLUTION** The committee may by a resolution passed at a general meeting by not less than three quarters of those present entitled to vote, after 21 days notice has been given in writing to all members, decide to dissolve the association.

Any assets remaining upon such dissolution, after satisfying the debts and liabilities of the association shall be distributed equally amongst current members who have paid the annual membership fee.

This constitution was approved and adopted by members of the [Name of Organisation] on the day of

Signed:

Chair

Secretary

Treasurer

Date: