**CONSTITUTION OF INVERNESS SKATING AND ICE DANCE CLUB**

**1. Name**

The club shall be called “Inverness Skating and Ice Dance Club”. Hereinafter referred to as the “Club”.

**2.** **Objectives**

The object of the Club shall be to encourage the promotion and practice of the sport of Ice Skating in the Inverness and surrounding area.

2.1 Affiliations

The Club will affiliate to the appropriate National and Regional bodies as determined by the Committee.

**3. Membership**

The Membership year is April – March.

Membership will be open to eligible people in 4 categories;

3.1 Individual

3.2 Dual (for named members of one family)

3.3 Family (for named members of one family)

3.4 Non-skating (Committee member)

All members of 18 years and over are entitled to vote.

For each membership (individual or family), one person is entitled to vote at the AGM.

For members under the age of 18, one guardian may vote on their behalf.

The Annual General Meeting shall review fees and charges annually, but the Committee shall have the authority to vary fees and charges through the course of a skating season according to the financial circumstances of the Club. Non-skating membership (for Committee members only) charge is set to a nominal 1p.

After September, a reduced membership fee shall be charged to new members, as set at the AGM. Where skaters were members in the previous year, it will be regarded as a late renewal and the full annual rate shall be payable.

All members joining the Club shall be deemed to accept the terms of the constitution and any byelaws published from time to time by the Club.

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**4. Management**

The affairs of the Club shall be conducted by a Committee which shall consist of the Officers of the Club plus a minimum of seven to a maximum of fifteen other members and by a Management Committee consisting of the Officers of the Club only.

The affairs of the Club will be conducted in accordance with agreed policies on Risk Management, Child Protection and Equality.

The Officers of the Club, who shall be Honorary, shall consist of a President, Vice President, Secretary, Treasurer who shall be elected at the Annual General Meeting. If the post of any officer or other Committee member should fall vacant after such an election, the Committee shall have the power to fill the vacancy.

All Committee members shall be members of the Club.

The Club recognises the British Ice Skating Code of Practice.

In the event of an accident, the Club would follow the standard Inverness Ice Rink accident procedure.

**5. General Meetings**

5.1 Annual General Meeting

The Club shall hold and Annual general Meeting normally in the month of May to:

* approve the minutes of the previous years’ Annual General Meeting
* receive reports from the President and Honorary Secretary
* receive a report from the Honorary Treasurer and approve the Annual Accounts
* elect the Officers and Committee of the Club
* elect representatives from the committee to the Inverness Ice Centre and to affiliated bodies as required
* consider changes to the Constitution
* appoint the auditor to the Club’s accounts

5.2 Extraordinary General Meeting

An Extraordinary General Meeting shall be called by an application in writing to the secretary supported by at least 50% of members of the Club. The Committee shall also have the power to call and Extraordinary General Meeting by decision of a simple majority of its members. Requests for an Extraordinary General meeting must state formal proposals for the business for discussion which will be displayed with the agenda at least 2 weeks prior to the meeting.

5,3 Notices

At least 30 days’ notice shall be given to all voting members of any General Meeting. Items for inclusion on the agenda and any proposals to change the Constitution shall be submitted to the Secretary at least 15 days prior to the meeting.

Any proposals for changes to the Constitution shall be signed by two members eligible to vote at a General meeting.

Notice shall be deemed as being given to members by; -

* posting a Notice of the General Meeting on the Club Noticeboard
* notice of the General Meeting given in a Club Newsletter handed out at the Club
* notice being published on the Club Website, directing members to check the noticeboard or newsletter

5.4 Voting

With the exception of changes to the constitution, decisions put to a vote shall be resolved by a simple majority at a General Meetings. The President of the Club shall have a second and casting vote.

5,5 Quorum

The quorum at General Meetings shall be 25% of adult members and the quorum for Committee meetings shall be 25% of its adult members.

In the event of an AGM being inquorate, the Chairperson shall open the meeting, record the fact that it is inquorate and close the meeting. The committee must then fix a date and time for an EGM taking section 5.2 into account. Failure to then hold a quorate EGM would result in the committee having to consider the dissolution of the Club, as the committee would no longer have the authority of the AGM to run the Club.

5.6 Changes to the Constitution

Any change to the constitution shall require a two-thirds majority of voting members present at any General Meeting.

**6. Finance and Accounts**

The financial year shall run from 1st April to 31st March each year.

The Honorary Treasurer shall be responsible for the preparation of annual accounts of the club.

The accounts shall be audited by an independent person elected annually by the Annual General Meeting.

All cheques drawn against the club’s funds shall be signed by the Treasurer and one other nominated office bearer.

All members of the club shall be considered to be jointly responsible for the financial liabilities of the club.

**7. Insurance**

The club will carry insurance for its members during club times.

**8. Expulsion of members**

Members of the Club whose conduct is inappropriate or who decline to abide by any of the Rules or Bylaws may be expelled or suspended by a resolution passed at a meeting of the disciplinary sub-committee where their entrance free and subscriptions may be forfeited. Members shall have the right to appeal in person to the management committee with regard to any decision affecting themselves, provided that notice of such appeal be submitted to the Secretary, in writing, within seven days of notification of the decision.

The Disciplinary Sub-Committee shall consist of 3 members of the committee, excluding the Officers of the club, appointed by the committee to take the disciplinary hearing.

Members shall have the right to appeal in person to the Management Committee with regard to any decision affecting themselves, provided that notice of such appeal be submitted to the Secretary, in writing, within seven days of the decision.

**9. Byelaws**

The committee shall have the power to publish and enforce such Byelaws as the membership feels necessary to govern the activities of the Club.

**10. Group Concession**

Where a group approaches the club for a concessionary rate, the Management Committee will decide at their own discretion, whether to offer a group concession and to decide a rate appropriate to the circumstances.

**11. Dissolution**

In the event of the Club being wound up, any remaining assets of the Club should be paid over to British Ice Skating or to such local organisation with similar aims to the club, at the discretion of the Management Committee in office at that time.

Amended 7th March 2020. (no change 2014-2019) No change 2021

Signed …………………………………………………….

Sarah Mackintosh (secretary)

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