



CONSTITUTION

Updated 7th August 2012

1 Name

The club shall be called Glenrothes Hillwalkers Club, hereafter referred to as 'the club'.

2 AIMS

The aims of the club shall be to bring together people who enjoy hillwalking, to encourage in them all aspects of hill safety, respect for the Scottish Outdoor Access Code and to introduce members to high level walking and 'Munroing'

3 MEMBERSHIP

Eligibility

- 3.1 The club shall consist of adult, junior and honorary members.
- 3.2 Adult membership shall be open to any person aged 18 years and over.
- 3.3 Junior membership shall be open to any person aged under 18 years.
- 3.4 Honorary membership shall be at the invitation of the Committee only.
- 3.5 Membership may be denied at the discretion of the committee and any denial will be recorded in the minutes.

Rights and Responsibilities

- 3.6 Adult and junior members shall pay the annual subscription determined by the Committee.
- 3.7 Subscriptions shall fall due on April 1st each year.
- 3.8 Members of the club shall be entitled to avail themselves of any of the facilities of the club, subject to availability.
- 3.9 Members shall pay in advance for club activities and the use of equipment where a fee is charged.
- 3.10 All members aged 16 and over shall have a vote.
- 3.11 All members shall behave in the best interests of the club and its members.
- 3.12 All members will be guided by the club's Information Pack.
- 3.13 All members will abide by the Club Rules as set out in the Information Pack.

4 COMMITTEE

- 4.1 The affairs of the club shall be managed and administered in the best interests of the members by a committee elected by the members at each Annual General Meeting. The Committee shall consist of a maximum of 10 members proposed and seconded by members. If more than 10 nominations are received there shall be a ballot of the members.
- 4.2 Office Bearers consisting of Chairman, Vice Chairman, Secretary and Treasurer shall be nominated by members at the Annual General Meeting. The posts of Secretary and Treasurer may be combined.
- 4.3 Up to 6 more members may be elected to the committee at the Annual General Meeting. At the first meeting of the committee following the AGM these committee members shall be appointed to posts decided by the committee.
- 4.4 The Committee is empowered to co-opt members to fill any vacancies that arise pending the next AGM. It is also empowered to appoint the 'Complaints sub

committee' or any other sub-committee it feels is required. Members of the Committee shall hold office from the AGM at which they were elected until the following AGM and they shall be eligible for re-election

- 4.5 Committee meetings shall be held monthly and be arranged by the Secretary, who shall prepare an agenda and record all proceedings. Minutes of Committee meetings shall be kept and made available to members.
- 4.6 The quorum for Committee meetings shall be 5 members. No decisions may be taken by an inquorate meeting but any recommendations will be considered by a subsequent quorate meeting.
- 4.7 Each issue shall be determined by a majority of the votes of those present and voting. In the event of an equal division of votes the Chairman shall have a second and casting vote.
- 4.8 Committee members who fail to attend two consecutive meetings without an apology being lodged with the Secretary prior to the meeting shall be deemed to have resigned from the Committee.
- 4.9 The committee shall make provision for comments and suggestions from members to be considered and for feedback to be given

5 MEETS and MEETINGS

- 5.1 Meets and meetings of the club shall be held at least monthly so far as possible and advance notice shall be given by the Secretary. The Annual General Meeting of the club shall be held in March each year. The date, time and place shall be arranged by the Secretary and notified to members not less than 28 days in advance.
- 5.2 At the AGM the Committee shall submit an Annual Report of the activities of the club and the audited accounts for the preceding year. The other business of the AGM shall be to elect the committee and to nominate an auditor for the forthcoming year and to transact any other business deemed by the Chairman to be competent. The outgoing Secretary shall record the proceedings of the AGM.
- 5.3 Special General Meetings of the club may be called at the instance of the Committee or of a club member who makes a written request. The request must be signed by at least 10 other members and must specify the reason.
- 5.4 Special General Meetings shall be held not more than 8 weeks after receipt of the request by the Secretary. The reason for the meeting and the arrangements for its date, time and place will be notified to members by the Secretary not less than 28 days in advance.

6 DISCIPLINE, COMPLAINTS and APPEALS.

- 6.1 The Committee shall have the power to discipline any member found by them to have been in breach of the constitution or rules of the club.
- 6.2 Complaints may be made against another member(s) or of decisions taken by the club's committee. Complaints must be in writing and submitted to the Secretary of the club.
- 6.3 All such matters shall be considered in accordance with the Club's Complaints and Disciplinary Procedure, which is based on MCoFS guidelines. A copy of the procedure is available from the secretary if so requested.

7 FINANCE

- 7.1 The funds of the club shall be applied in the interests of the club as the Committee decides.
- 7.2 The financial year of the club shall be from 1 January to 31 December.

- 7.3 The Treasurer shall keep proper accounts of the finances of the club and shall at the AGM submit audited accounts for the previous financial year.
- 7.4 A bank account shall be opened in the name of the club. All cheques drawn on the account shall be signed by the Treasurer and either the Chairman or the Secretary.

8 PROPERTY

The club may acquire and hold heritable property by feu, lease, purchase or otherwise to be used in the furtherance of the aims of the club. The club may sell, let, or otherwise dispose of such property. The arrangements for its use and management being made by the Committee.

9 AMENDMENTS TO THE CONSTITUTION

A General Meeting of the club shall have the power to alter or add to this constitution. Any proposal to alter the constitution must be delivered to the Secretary in writing not less than 28 days before the date at which it is to be considered. If a resolution to alter the constitution is carried by a two-thirds majority of the votes cast at a General Meeting it shall take immediate effect.

10 DISSOLUTION

- 10.1 If the Committee decides at any time that it is necessary or advisable to dissolve the club it shall call a Special General Meeting. The reason for the meeting and the arrangements for its date, time and place will be notified to members by the Secretary not less than 28 days in advance.
- 10.2 Provided that at least two thirds of all club members are present and that a majority of not less than five sixths of those present and voting agree, the club shall be dissolved.
- 10.3 If the motion to dissolve the club is successful the whole funds and assets of the club, after all debts are paid, shall be transferred to such body or bodies having the same or similar aims to the club as the Committee think fit

11 GENERAL

The Committee shall have the power to take such steps as are not specified above which they deem necessary or desirable to fulfil the aims of the club and for its effective administration.

Adopted at the Annual General Meeting of Glenrothes Hillwalkers Club on 6th March 2012 and updated on 7th August 2012.

Signed Chairman
 Secretary