

Coventry Triathletes Club Constitution

1. Name:

The name of the club shall be "Coventry Triathletes" and will be affiliated to the British Triathlon Federation

2. Aims and objectives

- The aims and objectives of the club will be:
- To promote and encourage participation in the sports of swimming, cycling, running, Aquathlon, Duathlon and Triathlon.
- To stimulate the interest of the public in the sports of swimming, cycling, running & related multi-discipline sports.
- To offer coaching and competitive opportunities in triathlon.
- To promote the club within the local community
- To provide all its services in a way that is fair to everyone
- To ensure that all club members receive fair and equal treatment.

3. Membership

Membership will consist of officers and members of the club. All officers and members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted.

Members will be enrolled in one of the following categories:

- a) First claim members, who may be:
- Senior Members
 - Associate members
 - Junior members (aged 16 years and under)
 - Life members
- b) Second claim members.

A concession of half the annual subscription will be given to Senior Members if at the time of joining or renewing membership they are: -

- in full time education
- unemployed
- 65 years of age or older

Members joining after August 31st will pay a reduced membership fee, their membership will become renewable on January 1st.

4. Membership fees

Membership fees will be set annually and agreed by the club committee and reviewed annually at the club AGM,

Subscriptions shall become due on 1st January. Members have one month to renew up until 31st January after which there is a surcharge, the amount of which will be reviewed annually at the AGM.

5. Officers of the club

The club shall be run by a committee consisting of:

- Chair
- Vice-chair
- Secretary

- Treasurer
- Membership Secretary
- Welfare Officer
- British Triathlon Delegate
- Publicity Officer
- Any other relevant position

Officers will be elected annually at the annual general meeting. All officers will retire each year but will be eligible for re-election.

6. Committee

The club will be managed through a committee consisting of the above named officers. Only these posts will have the right to vote at meetings of the committee.

The committee will be convened by the Secretary of the club and held no less than eight times per year.

The quorum required for business to be agreed at committee meetings will be six (or 75% of committee)

The committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The committee will have powers to appoint sub-committees as necessary and appoint advisers to the committee as necessary to fulfil its business.

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

7. Finance

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

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

The financial year of the club will start on 1st March and end on the last day of February.

A statement of annual accounts will be presented by the treasurer at the annual general meeting.

Any cheques drawn against club funds should hold the signatures of two club officers (where possible this should comprise the treasurer and one other).

The treasurer should be notified of any monies paid into club accounts.

8. Annual general meetings

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

The AGM will receive a report from officers of the committee and a statement of accounts.

Nominations for officers of the committee will be sent to the secretary at least seven days prior to the AGM. Each nomination requires a second who shall be a club member.

Election of officers is to take place at the AGM.

All members have the right to vote at the AGM

The quorum for AGMs will be 25% of membership

The committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. 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.

The 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 will 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 committee following the disciplinary action being announced. 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 become the property of the British Triathlon Federation.

11. Amendments to the constitution

Once established and ratified by committee, the constitution will only be changed through agreement by majority vote at an AGM or EGM.

12. Declaration

Coventry Triathletes hereby adopts and accepts this constitution as a current operating guide regulating the actions of members

Club Chair

Name

Signed

Date

Vice-Chair

Name

Signed

Date