

Mid Calder Bowling Club Constitution 2015

The club is a non-profit making organisation. All profits and surpluses will be used to improve the clubs facilities and promote the game of bowls. No profit or surplus will be distributed other than to another non-profit making body or to members on winding up or dissolution of the club.

1. The Club shall be called "Midcalder Bowling Club"; and during its connection with the Scottish Bowling Association shall adhere to the Rules of the said Association except in so far as otherwise determined by the Club. The object of the Club is to promote bowling and other activities in the Midcalder area.

2. (a) The Club shall consist of such persons as Full Members (Ladies/Gents) and Social Members having attained the age of eighteen years. Being duly elected in accordance with the rules of the Club and have paid the annual subscription. Social members have no vote in Club business. The number of Full (voting) Members shall always exceed 50% of the total membership of the club.

(b) A Junior Bowling Section. (No voting power in club business). All junior members must be participating members or membership will be withdrawn. Any junior member who reaches 18 prior to the A.G.M. are entitled to attend the A.G.M. and vote.

3. (a) All applications for Membership must be made by submitting a completed application form to the Executive Committee. Such applications must be signed by the applicant, members shall be admitted by the Executive 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. Anyone refused admission would have the right to appeal the decision. A period of not more than two weeks will pass before a decision on application is made by the Executive Committee. Voting on applications shall be by a show of hands and a simple majority will decide.

An application for re-admission by a former member since under rule 18 shall not be entered until a period of twelve months from the date of his/her expulsion and shall only be considered by the members at a special General Meeting or Annual General Meeting. Such an applicant will only be re-admitted on receiving a two-thirds majority of the members present

(b) No person shall be entitled to become Honorary or Temporary members of the club, other than in exceptional circumstances, or be relieved of the Annual Subscription.

(c) All Members of the club shall be elected by the whole body of members or by the Committee or governing body with or without specially added members.

(d) All visiting teams or persons in competition on the Green shall be temporary members of the Club for the day of the competition only.

4.(a) The business and affair of the Club shall be under the sole management of the Committee which shall consist of the Office-Bearers, namely the President, Treasurer, Secretary, Match Secretary and Vice-President and at least five other members. The Office-Bearers and members of the Committee shall be elected at the Annual General Meeting and shall hold office for one year and be eligible for re-election. In the case of the Office-Bearers although available for re-election should not serve in the same office for a period longer than Three years! No member of the Committee or any employee of the Club shall stand to gain personally from the sale of alcoholic liquor therein or in the profits arising from such sales.

(b) The Committee shall have power to fill up any vacancy in their number in the event of such occurring during the year.

(c) The management committee shall have the authority to alter Bar Prices when necessary.

5. The Treasurer shall keep accurate books of the account showing clearly the financial affairs and transactions of the Club under the direction of the Committee.

6. The Secretary shall attend all business meetings of the club and its Committee. He/she will conduct all correspondence, keep the minutes, issue notices of meetings and generally transact the business pertaining to His/Her office.

7. The winners of the various Club competitions will represent the club in the relevant competitions at both Scottish and Country level as directed by the Match Secretary and the selection committee. The selection committee is to be chosen by the Committee and consist of the Match Secretary and three other members (these members do not have to be Committee members).

8. An Ordinary General Meeting of the Club will be held annually, not later than 28th February in each year, of which fourteen days' notice, in writing, will be given by the Secretary to the members. The said meeting

will be held for the purpose of,

- (a) Receiving and considering the Accounts of the Club for the year to 31st December.
- (b) The election of Office Bearers and Committee.
- (c) Transacting any ordinary business of the Club. Notice of any motion, other than relating to the ordinary business of the Club, must be placed in writing in the hands of the Secretary at least three clear days before the date of the General Meeting and must be signed by the members proposing and seconding the motion.

9. Special meetings of the members may be called on the requisition of the President, Committee, or of seven duly qualified members. In the case of the latter, the signed request (which must clearly state the purpose of the meeting) must be sent to the Secretary who will convene a meeting to be held not earlier than seven days and not later than fourteen days from the receipt of the request. The Secretary will display on the Club notice board the Date, Time and place of the meeting for at least seven days prior to the meeting. All seven members who signed the request for the meeting must attend or provide a letter of apology.

10. The Committee will hold at least one meeting each calendar month of the year on suitable dates fixed by them. The Secretary may convene special meetings of the Committee for all necessary purposes. In the event of a tie vote the President shall have the casting vote. The committee will be allowed to spend up to a maximum of £10,000. Any amount over this figure shall be put to the Members of the club for discussion and approval or rejection.

11. The Annual membership fee will be determined each year at the A.G.M. and is due and payable in advance on or before the 31st day of March in each year. Should the membership fee not be paid by the due date, the member's name will be deleted from the roll of membership of the club. Any member who pays their membership after the date will be subject to a levy set by the members. The subscription for new members will become payable on their admission to membership. All members where possible should carry their membership card when attending the club.

12. Every member may introduce not more than sixty visitors to the club premises on any one day and will be responsible for the conduct of such visitors whilst they are in the club. Any member who signs in a visitor to the club must attend the club and be present for the whole time the visitor is in the club.

13. The Office Bearers will have the special power to sell, feu, excambion or otherwise alienate, to buy and to borrow on the security of heritable property and for these purposes to grant leases, dispositions, feu dispositions, bonds and dispositions in security, contracts of excambion or otherwise and to consent to the purchase or sale of any heritable property in which the said club has an interest and generally to enter agreements with purchasers, sellers, tenants, creditors and others.

14. The Match Secretary will have responsibility for the Green and if considered unplayable will have the final say. Should the Match Secretary be absent, the Green-keeper will have the authority to act on his/her behalf. The Green-keeper will oversee all repairs to the Green and advise the Committee via the Match Secretary of any special requirements needed to maintain/improve the Green.

15. Each member is responsible for providing the required footwear for use on the playing surface. The Match Secretary or any member of the Committee has the authority to request anyone not fulfilling this requirement to leave the Green.

16. The throwing down of bowls, cigarettes, matches or spitting on the Green is strictly prohibited.

17. The club will pay all dues in connection with S.B.A, W.L.B.A. Kelso and other related organisations.

18. Any Member acting in contravention to the Rules will have the right to a hearing and an appeal as described below.

Any member misconducting himself or herself and persisting in such will be asked to leave the Club in the first instance and may be lettered to appear in front of the next Committee meeting. Should a member be asked to leave the Club due to their conduct, they will be banned from the date of their expulsion.

At least 7 days' notice to be given of their attendance, should the person or persons invited to attend the meeting feel that the statement of any member or non-member as a witness be required, they must notify the Committee at least 3 days prior to the meeting being held. The Committee also have the right to ask any witnesses that they consider to hold relevant information to attend the meeting.

Upon a decision being made by the Committee, the member or members will be informed of their decision at the latest 7 days after the meeting being held. The member or members upon receipt of the decision have 7 days in which time they have right to appeal against the decision.

Upon the receipt of the appeal in writing the Committee will arrange a date for the appeal meeting to be held, this meeting is to be held at least 7 days from the date of the appeal letter and not more than 14 days. The decision of the appeal meeting is final and the decision will be given to the member or members at the latest 7 days after the date of the meeting.

Should the decision be one of expulsion, the date of the meeting or appeal meeting will be the start date of the term of expulsion.

Every member has the right of a member to be present as a witness as to contents of the disciplinary meeting.

Non-members have no right of appeal and the member who signed the non-member into the Club may be subject to disciplinary action being taken.

Any non-member who is asked to leave the Club due to misconducting themselves and persisting in such will be automatically banned for life.

19. The gaming machines must be checked within the main body of the Club, with a least two independent witnesses, at a time convenient to the Treasurer and Committee members.

20. Closing day is to be on a Saturday.

21. Other than when an occasional licence has effect, no person is to be supplied with alcohol on the club premises unless that person is (1) a member of the club (2) a person who is on the premises at the invitation of a member and is accompanied by that member, or (3) a member of another registered club.

22. Where a person is supplied with alcohol on the Club premises at the invitation of a member when an occasional Licence is not in effect, their name is to be entered in a book kept for the purpose of the following information. The date in question. The name and address of the person or the name of the member accompanying that person.

23. Distribution of property, effects and funds of the club, whence so ever derived, shall be applied solely towards the promotion of the club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus, or otherwise howsoever by way of profit to the members of the club. If, upon winding up or dissolution of the club, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall be given or transferred to some other organisation or organisations to be determined by the members of the club by resolution passed at a general meeting at or before the time of the dissolution, and if and so far as effect cannot be given to such provision then to some charitable object.