



New Brighton Model Boat Club

CONSTITUTION

1. The Club shall be known as “New Brighton Model Boat Club”.
2. **Organisation** The Club shall be run by a Committee which will comprise the following members
 - a. Chairman
 - b. Vice-Chairman
 - c. Secretary
 - d. Treasurer
 - e. Three elected Club members

The Committee members shall be appointed at the Annual General Meeting (A.G.M.) which is held every January. No elected officer shall be an officer of any other model boat club.

The responsibilities of each Committee member will be as follows:

CHAIRMAN

To run and deal with the routine of Committee business and to project the Club’s image at all meetings. To act as the Club’s foremost representative at all outside Club events and inter-club meetings whenever required to do so. He will be required to Chair all meetings.

VICE CHAIR

As understudy to the Chairman.

SECRETARY

To deal with the day-to-day routine of running the Club’s business in a smooth and efficient manner. To represent the Club at all outside events and inter-club meetings whenever required to do so.

TREASURER

To deal with the financial aspects of the Club’s business. To represent the Club at all outside events and inter-club meetings whenever required to do so.

PUBLIC RELATIONS OFFICER

To deal with any enquiries from general public, and to maintain and update the club website.

COMMITTEE MEMBERS

To assist the Committee with the running of the Club. They can be called upon to assist at Club events held during the year.

3. **CLUB MEETINGS**

- a. Club and Committee meetings are held on the last Thursday of each month. Club meetings follow the Committee meetings. The Committee cannot sit and make firm decisions on Club policy without three (3) of the said Committee being in attendance, but can sit and discuss issues relating to the Club’s business.
- b. If a non-Committee member wishes to attend a Committee meeting he/she may do so but only with prior arrangement with the Secretary.
- c. At a Committee meeting, all of the Committee members have voting rights. The Committee have the responsibility for Club strategy at all functions/events where the club is involved.

d. **CALL FOR AN EXTRA-ORDINARY GENERAL MEETING**

This must be supported by at least 25% of the voting membership. The request must be in writing to the Secretary who on receipt of the request must inform all the members and convene the meeting in 21 days.

4. **CLUB FINANCES**

The revenue of the Club will be raised by the following

- a. Member's annual subscriptions.
- b. Proceeds from the monthly meetings.
- c. Organised events.

The Club's funds will be kept in a bank account(s). The account(s) will only be accessed by the following 3 officers.

1. Treasurer
2. Chairman
3. Secretary

Mandates for allowing access to the Club funds by any of the above 3 officers are held by the bank(s) concerned. Cheques must be signed by at least 2 of the above officers.

5. **MEMBERSHIP FEE**

Annual membership fee will be the amount agreed upon by members of the Club at the Annual General Meeting (A.G.M.) It will be renewable annually on the first day of February.

6. **INSURANCE**

All members are covered by third party liability insurance. In the event of an accident members should NOT admit liability, and must inform the Club Secretary as soon as possible if involved in an accident.

7. **CLUB EQUIPMENT**

All club equipment will be kept in the Club lockup at New Brighton. All keys must be returned to the Committee before the A.G.M.

8. **DATA PROTECTION ACT**

As from 1st March 2000, the 1998 Act came into force. If Club records are kept on a computer it is bound by the provisions of the Act. Information on computer will be name/address/membership number. Any member has right to access his/her information.

9. In the event of the Club being "wound-up" all remaining assets of the Club will be sold off and, after all debts are settled, all monies remaining will be donated to the Royal National Lifeboat Institution (R.N.L.I.), New Brighton.

This amended constitution agreed at the Annual General Meeting held on Thursday 28th January 2010.