## AM activ race team Constitution

#### 1. Name

*AM activ race team.*

#### 2. Aims and objectives

The aims and objectives of AM activ race team will be:

* To offer coaching, training and competitive multisport opportunities in running & triathlon.
* To promote the race team within the wider local community and the sport of running & triathlon.
* To ensure a duty of care to all members of AM activ race team.
* To provide all its services in a way that is fair and inclusive to all members.
* To ensure that all present and future members receive fair and equal treatment.

#### 3. Membership

Membership should consist of officers and members of the race team.

All members will be subject to the regulations of the constitution and by joining AM activ race team will be deemed to accept these regulations and codes of conduct that the race team has adopted.

Members will be enrolled in one of the following categories:

* Full adult member
* Full junior member

Membership tiers will be decided by the management committee.

#### 4. Membership fees

Membership fees will be set annually and agreed by the Management Committee.

Fees will be paid: annually in February.

#### 5. Officers of AM activ race team:

The officers of the club will be:

* Chair
* Secretary
* Treasurer
* Club Welfare Officer

Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary and held no less than four per year.

The quorum required for business to be agreed at Management Committee meetings will be: Three.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the race team.

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

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

#### 7. Finance

All AM activ race team monies will be banked in an account held in the name of AM activ race team .

The treasurer will be responsible for the finances of the AM activ race team.

The financial year of the club will end on: *Jan.*

#### 8. Annual General Meetings

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

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

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 Management 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 Management Committee will meet to hear complaints within sevendays 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 should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within three days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within seven days of the Secretary receiving the appeal.

#### 10. Dissolution

A resolution to dissolve the race team 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 AM activ coaching company.

#### 11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

#### 12. Declaration

AM activ race team hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: Date:

Name:

Club Chair

Signed: Date:

Name:

Club Secretary