



# **CONSTITUTION OF ABERDEEN BOAT CLUB**

1. The name of the club shall be “Aberdeen Boat Club” and its object the encouragement of rowing including the fostering and promoting of competitive and recreational opportunities for members and the promotion of rowing as a healthy activity that can be done safely by and to a level suited to their competence and the provision of equal opportunities for participation by all sections of the community.

#### The Property of the Club

2. The property and effects of the club, situated at South Esplanade West, Torry, Aberdeen and elsewhere, shall belong equally to the members alone during their individual membership only and shall not be assignable or arrestable. The property, effects and funds of the club, whencesoever derived, shall be applied solely towards the promotion of the objects of the club and no portion thereof shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise howsoever by way of profit to the members of the club. The committee, on behalf of the club, may purchase or otherwise acquire or dispose of any property whatsoever and any rights over such property and may borrow and raise money in any manner including the securing of such money by way of standard security or other security over the club’s property and assets or any part thereof. The club may improve or manage in any way all or part of its property, including investing any funds or monies in any way thought fit by the club.
3. If, upon the winding up or dissolution of the club, there remain after the satisfaction of all the club’s debts and liabilities any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects similar to the objects of the club, such 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 dissolution and, in so far as effect cannot be given to such provision, then to some charitable objects.

#### Membership

4. Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination and no denial of the right to equal access to membership or any benefits of the club on grounds of race or colour, occupation, sex, age, disability, gender reassignment, marriage or civil partnership, pregnancy or being a parent or not being a parent, sexual orientation, religion, creed or political or other opinion. The club affords all members the opportunity of having equal access rights and the right to attend general meetings, vote and hold office.
5. Those seeking to become members must apply to the secretary in writing tendering the appropriate subscription. The committee will consider and accept or reject the application. In the event of rejection any subscription monies tendered will be returned. Membership is categorised as (i) ordinary rowing membership; (ii) 1<sup>st</sup> year rowing membership; (iii) student rowing membership; (iv) under 21 rowing membership; (v) over 65 rowing membership; (vi) temporary rowing membership; (vii) foreign rowing membership; (viii) coxing membership; (ix) gymnasium, changing and social

- facilities membership; (x) changing and social facilities membership; (xi) social associate membership and (xii) dormant membership.
6. Any person who has been a member for a continuous period of 24 calendar months may become a life member upon the payment of a sum equal to ten years' undiscounted subscription payable by members at the rate then current when her or his rights as a member of the club will be extended for life without payment of additional fees or subscriptions.
  7. A member may apply in writing (including email) to the secretary, for Foreign membership if she or he is to take up residence outwith Scotland for more than 8 months in a membership year and a person who is not normally resident within 50 miles of Aberdeen, may apply in writing (including email) to the secretary, for Temporary membership for not more than 2 months. The committee will consider and accept or reject the application. A foreign member shall retain full voting rights if they have been accorded to her or him already and she or he may regain ordinary membership status at any time upon payment of the appropriate subscription or balance thereof.
  8. Social associate membership may be extended to those who wish to make use of the club's social facilities only. Those wishing to apply should do so in writing (including email) to the secretary, tendering a subscription of £5 and undertaking to pay an annual subscription of £5 until the associate membership ends. The committee will consider and accept or reject the application. In the event of rejection any monies tendered will be returned. On being admitted as social associate members, their entitlement to use the club's facilities is limited to the social ones only.
  9. Any rowing or coxing member who wishes to retain continuity of membership and who wishes to forego all rights and benefits of membership except the use of the club's social facilities, may apply, prior to 31<sup>st</sup> August in any club year, to the committee to become a dormant member and tender one quarter of the ordinary rowing subscription by way of annual subscription. The committee will consider and accept or reject the application. In the event of rejection, any monies tendered will be returned. On being admitted as a dormant member, her or his entitlement to use the club's facilities will be limited to the social ones only. If such a dormant member had, immediately prior to becoming a dormant member, voting rights accorded to her or him, the member will not be able to exercise such voting rights unless she or he will have resumed payment of the subscription applicable to any of the categories or rowing membership or coxing membership. In the event of a member seeking to resume rowing or coxing membership part-way through any club year in which the member has been accorded dormant membership status, the committee will have discretion to calculate what the member should pay to resume such rowing or coxing membership.
  10. Any person who has been a social associate member for a continuous period of 24 calendar months may become a life social associate member upon payment of a sum equal to 10 years social associate subscription payable by social associate members at the rate then current when her or his rights as a social associate member of the club will be extended for life without payment of additional fees or subscriptions.
  11. Any member or former member who has rendered outstanding service to the club or to rowing generally may be elected as an honorary member with or without voting rights by a majority of votes cast at a general meeting of the

- club provided she or he will have been nominated in advance by the committee.
12. Memberships are renewable annually on payment of the appropriate subscription. Failure to renew by the last day of the calendar month following that of the annual general meeting will result in termination of membership.
  13. Any rowing or coxing member who has paid an undiscounted subscription or one discounted only for coxing membership for the current club year of 1<sup>st</sup> August to 31<sup>st</sup> July and who, immediately prior to that club year had been a rowing or coxing member for a period of not less than 6 months (whether having paid a discounted subscription for that period or not) may apply not less than 14 days prior to a general meeting in writing (including email) to the secretary to acquire voting rights. Such applications will be considered by the club at a general meeting and accepted or rejected. Only members who have been granted voting rights may vote at general meetings of the club. In order to vote, members must be present at the meeting or have submitted written instructions to the secretary who shall be empowered to vote on their behalf or delegate such voting to another at the meeting.
  14. Upon admission to membership the secretary will inform the new member of her or his admission and send by mail or e-mail a copy of the constitution of the club to her or him. Acceptance of membership implies acceptance of the constitution and agreement to abide by it.
  15. Any member wishing to withdraw from the club must signify her or his intention to do so in writing, including e-mail, within seven days of the annual general meeting of the club and in the absence of such notice will be liable for the appropriate subscription falling due consequent upon such annual general meeting. The club may expel any member by a majority of votes cast but notice of a motion to expel must be given in writing, including e-mail, to the secretary not less than 14 days before the date of the general meeting at which the expulsion motion is to be considered.
  16. A member may, subject always to a veto by the committee, introduce friends to the club as visitors. The introducing member will be responsible for her or his friend's adherence to the club's rules with such visitor remaining in the club premises only so long as the introducing member is present. A visitor may not be introduced to row or scull more than three times in any calendar year except with the captain's permission. The names and addresses of all visitors to the club shall be entered in a Visitors Book kept for that purpose which shall show the date of each visit and contain the signature of the member introducing a visitor.

### Subscriptions

17. The annual subscription rate for membership applicable for the following membership year shall be determined at the annual general meeting of the club on a motion intimated in accordance with paragraph 27 and in the absence of any such motion the rates for the current year shall continue. The committee may vary the subscription rates in individual cases to cover, for example, the situation of new members joining part way through the membership year and may permit the payment of all subscriptions by bankers' standing order instalments at the committee's discretion.

18. The membership year shall run from the 1<sup>st</sup> day of August until the 31<sup>st</sup> day of July in the following year. Subscriptions are payable at any time between the annual general meeting and the immediately following 31<sup>st</sup> August. Immediately after that date members who have not paid will forfeit their rights as members and a list of such members shall be posted on the club notice board.

#### Discounted Subscriptions for First Year Members and Others

19. In respect of members who are engaged in their first year of rowing or sculling and in respect of those members whose use of the club's property and facilities is restricted to the gymnasium, changing and social facilities, a discounted subscription rate fixed at one half of the membership subscription will apply. In respect of those members whose use of the club's property and facilities is restricted to the gymnasium, changing and social facilities and the acting as a coxswain in boats, in respect of members who are full time matriculated students, in respect of members who are under the age of 21 years or who are over the age of 65 years and in respect of members who are foreign members in terms of paragraph 7, a discounted subscription rate fixed at one-third of the membership subscription will apply. In respect of members whose use of the club's property and facilities is restricted to the changing and social facilities, a discounted subscription rate fixed at one-fifth of the membership subscription will apply. A Temporary member in terms of paragraph 7 shall pay a discounted subscription of one-eighth of the membership subscription per month.

#### The Management of the Club's Affairs

20. The business affairs of the club shall be under the management of a committee elected by ballot at the annual general meeting to hold office until the next annual general meeting. Membership of the committee is open to all members of the club subject to the qualification that at no time shall the number of those paying discounted subscriptions exceed two. The committee shall consist of the president, captain of boats, clubhouse manager, social manager, secretary, treasurer and four other members, each of whom will have one vote at committee meetings where business will be decided by a majority of votes cast. In the case of a tied vote, the chairperson of the meeting will have a casting vote. The immediate past president shall be invited to be a non-voting member of the committee for a period of 12 months, following the election of a new president.  
The president, secretary and treasurer shall be elected for a period of two years but only two of these three positions can be filled by election at any annual general meeting. All other positions shall be held for a period of one year only. In addition, a safety officer shall be appointed by the committee at its first meeting after each annual general meeting.
21. There shall be elected at the annual general meeting an independent examiner, who need not be a member, whose duties shall be to examine and report on the accounts to be submitted to the next annual general meeting.
22. Subject to the conditions of eligibility in paragraph 20, should any vacancy

occur in the committee, whether on account of a general meeting not electing a full complement of members to the committee or casually in the course of any year, such vacancy may be filled by a member at the invitation of the committee.

23. The committee shall meet at such times as may be appropriate. It shall have full powers to make rules and bye-laws for the regulation of the club and all rules and bye-laws made by it shall be binding unless and until set aside by a general meeting. Five members shall form a quorum of the committee.
24. In alignment with rowing's national governing body's statutes, the club is fully committed to safeguarding the welfare of vulnerable adults and young people in its care. It recognises the responsibility to promote safe practice and to protect vulnerable adults and young people from harm, abuse and exploitation. The members will work together to embrace difference and diversity and respect the rights of vulnerable adults and young people.

#### Accounts and Records

25. Correct books and accounts shall be kept by the treasurer showing the club's financial affairs and the intromissions with its funds and property for the period of one year ending on 30th April in each year. She or he will submit a report on the club's accounts and financial position to the annual general meeting next occurring after 30th April along with a statement of its financial position as at 30th April or a balance sheet as at that date. Prior to the submission of the report, statement or balance sheet, the treasurer will have had them exhibited to the independent examiner. The accounts will be open for the inspection of members.
26. The secretary shall keep a correct record of the proceedings of the club and post the records timeously on the club notice board and restricted web-site. She or he will deal with correspondence on the club's behalf.
27. The annual general meeting shall be held before the 31<sup>st</sup> July in each year in the club premises or wherever the committee may deem expedient for the purposes of receiving the treasurer's and the independent examiner's financial reports in accordance with paragraphs 25 and 21 respectively and receiving a report from the committee on its proceedings since the previous annual general meeting. The meeting shall also deal with election of a committee as provided for in paragraph 20, the election of an independent examiner and the transaction of all business mentioned in the notice calling the meeting. Meetings are open to all members and associate members any of whom may take part in any debate. At least seven days' written (including e-mail) notice must be given of the meeting to all members and associate members sent by the secretary to their addresses as last submitted by them to her or him.
28. A special general meeting shall be called by the secretary on receipt of a requisition to that effect in writing from twelve members or by instruction from the committee. At least seven days' written (including e-mail) notice must be given of the meeting to all members and associate members sent by the secretary to their addresses as last submitted by them to her or him.
29. Ten members shall be a quorum at a general meeting.
30. The president shall preside at all meetings of the club or committee. In her or his absence, the captain of boats, failing whom, any member appointed by the meeting shall preside.

31. At any general meeting, decisions on any issue will be taken by a majority of the votes cast whether in person or by proxy in accordance with the provisions of clause 13 except that changes to the constitution have to be approved in accordance with clause 42. In the event of equality of votes on any issue, the person presiding at any meeting shall have a casting vote in addition to her or his deliberative vote.
32. Notice of motions to be proposed at any meeting shall be sent to the secretary not less than fourteen days prior to the meeting and included in the notice calling the meeting.

#### The President's Duty

33. It shall be the duty of the president to supervise the management of the club's affairs generally and to ensure that the interests of all members are represented properly.

#### The Captain's Duty

34. It shall be the duty of the captain of boats to superintend the rowing, sculling and coxing of members generally, to allocate boats and blades to crews, to make arrangements for crews practising for races and to select crews to represent the club in regattas and races.

#### The Clubhouse Manager's Duty

35. It shall be the duty of the clubhouse manager to superintend generally the running of the clubhouse, to ensure that the social facilities and fabric of the club are maintained in an acceptable manner and to engage professional and volunteer staff to assist in the running of the clubhouse, always subject to any direction given by the committee.

#### The Social Manager's Duty

36. It shall be the duty of the Social Manager to organise all aspects of the setting up and running of a rota of volunteer staff to serve in the clubhouse, for the arranging of functions and social events and the organising of catering for any club activities.

#### The Uniform of the Club

37. The uniform of the club shall be a dark purple blazer with silver buttons and the club badge embroidered in silver thread on a chest pocket, a dark purple tie with the club badge on it, grey flannel trousers or skirt and a white shirt. The club's racing colours shall be purple and black with the oar blades coloured purple.

#### Damage to Club Property

38. Any crew or member or associate member in whose use a boat or any property of the club has been damaged shall notify such injury to the captain of boats or

a committee member immediately. The Committee has the sole right of deciding whether or not the damage was caused by the fault or negligence of the crew, member or associate member and, if it establishes that, who shall bear the cost of remedying the damage.

#### Private Boats

39. Any member may, on obtaining leave from the committee, keep on the club's premises a private boat and/or blades for her or his exclusive use, but such boat and/or blades must be placed as directed by the captain of boats and shall not be at any charge to nor at the risk of the club. The committee retains power to charge rent and to withdraw permission at any time. In the event of such withdrawal, the boat and/or blades must be removed within 14 days from the intimation to the member of such withdrawal.

#### Complaints

40. All complaints or formal communications to the committee shall be made in writing (including e-mail) to the secretary and any member or associate member aggrieved by the committee's decision on any matter may appeal to a general meeting of the club.

#### Rules and Byelaws

41. The constitution of the club and any rules made by the committee shall be posted on the club notice board in the clubhouse and on the club's website and any member or associate member who shall persist wilfully in the infraction of any constitutional provision or rule shall be liable to expulsion in terms of paragraph 15.
42. None of the constitutional articles shall be altered or revoked nor shall any new article be added except by a two thirds majority of votes cast at a general meeting of the club after notice of any such alteration, revocation or addition shall have been given in accordance with paragraph 27.

#### Awards

43. The award of the Silver Oar shall be made annually to the member who, in the opinion of the captain of boats, has made the greatest contribution to the furtherance of the sport of rowing within the club during the previous year.
44. Awards of tankards shall be made annually to one male and one female member who, in the committee's opinion, have shown the greatest improvement in rowing ability during the previous year. In addition the committee may make an award to any member in respect of an outstanding rowing performance.