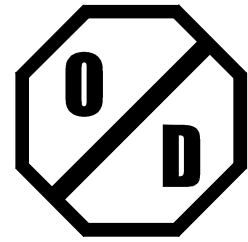




# Octavian Droobers Orienteering Club

[www.Octavian-Droobers.org](http://www.Octavian-Droobers.org)



## **OCTAVIAN DROOBERS ORIENTEERING CLUB** **CONSTITUTION**

**(Revised at 2017 Annual General Meeting)**

1. Name:

The name of the club shall be THE OCTAVIAN DROOBERS ORIENTEERING CLUB.

2. Aims:

- a) To promote and foster the sport of orienteering to all areas of the community in Warwickshire, Coventry and Solihull, working to the standards set by Sport England Clubmark.
- b) To encourage individual, inter-club and national competition, and personal development, by its members.

3. Principles:

- a) The Octavian Droobers Orienteering Club agrees to adopt the up to date British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.
- b) All individuals involved in orienteering through the club, in any capacity, are deemed to have assented to and abide by and adhere to the British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.
- c) Both the club and its members agree to abide by the final outcome of any British Orienteering disciplinary and appeal proceedings.

4. Membership:

- a) Membership is open to all. There shall be four classes of membership:
  - i) Senior: any person aged 21 years or over;
  - ii) Junior: any person aged 20 years or under;
  - iii) Family: any group including one or more parent and any number of juniors aged 18 years or under belonging to the same family;
  - iv) Honorary: any person deemed by the committee to have given such service to the club or to orienteering so as warrant such membership.

*(Note: An annual subscription to The Droober magazine by individuals and groups who are regarded as members of British Orienteering through other affiliations - e.g. students through closed University clubs and schools through BSOA - shall be deemed to be membership of OD. For voting purposes this will be in the appropriate class of membership, and for competitive purposes in accordance with British Orienteering Rules).*

- b) Conduct of members: Any member behaving in a manner contrary to the rules of the club, the West Midlands Orienteering Association or British Orienteering may be summoned before the officers of the club and may be suspended for a limited period or indefinitely from the club's activities.

## 5. General Meetings:

- a) An Annual General Meeting shall be held before the 30th November each year.
- b) A Special General Meeting shall be called by the Secretary within 28 days of
  - i) receipt of such a request from the committee, or
  - ii) receipt of a written request from 20% of the membership, or 30 members, whichever number is the smaller.
- c) Members shall receive at least 14 days notice in writing of any General Meeting and this notice shall include the date, time and place of the meeting and the nature of any business to be transacted.
- d) The quorum for a General Meeting shall be 15% of the membership or 40 members whichever is the smaller.
- e) Each Senior, Junior or Family member aged 10 years or over and attending shall have one vote.
- f) Decisions shall be taken by a simple majority of those present and voting, except that the dissolution of the club or amendments to this constitution shall require a two-thirds majority of those present and voting.
- g) Business for the Annual General Meeting shall include the receipt of the accounts for the previous financial year and the election of the voting members of the Committee. The membership fees for the following year will be set by the committee prior to the AGM and presented to the membership at the AGM for approval.

## 6. Committee:

- a) The affairs of the club shall be managed by a Committee consisting of the following voting members:
  - i) three Officers, namely Chairman, Secretary and Treasurer;
  - ii) eight other elected members;
  - iii) up to three co-opted members.
- b) Representatives of any relevant committee or organisation may be invited to attend committee meetings in a non-voting capacity.
- c) The voting members of the committee in categories i and ii above shall be elected at the Annual General Meeting and shall take office at the end of that meeting. Nominations shall normally be proposed and seconded in writing prior to the commencement of the Annual General Meeting. If there are no nominations for an Officer, or insufficient nominations for other members, nominations shall be accepted from the floor at the Annual General Meeting. If at any time there is a vacancy on the Committee, the Committee is empowered to fill that vacancy.
- d) The Committee shall determine prior to the AGM the positions (for example:

Captain, Mapping Officer, etc) to which nominations shall be made and elections held at the AGM in respect of the members in category ii above.

- e) The committee shall normally fill the positions in category iii above at its first meeting after the AGM.
- f) The Committee shall meet at least four times each year.
- g) The quorum for a Committee meeting shall be any two of the Chairman, Secretary and Treasurer and not less than one third of the other voting members.

#### 7. Finance:

- a) The Treasurer shall keep proper accounts of the finances of the club.
- b) There shall be at least three signatories to the bank account with any two of the three eligible to authorise debit transactions, except for electronic payments whereby the Treasurer may make payments or transfers below £500 relating to the standard activities of the club.
- c) The financial year shall end on August 31st.
- d) At the end of the financial year the Treasurer shall prepare accounts to be reviewed by an independent and competent third-party. The reviewed accounts shall be presented to members at the Annual General Meeting.
- e) The income and property of the club shall be applied solely to the promotion of the club as stated in Clause 2.

#### 8. Amendment and Dissolution:

- a) The club may be dissolved or this constitution amended by a resolution at any General Meeting under the provision of Clause 5(f).
- b) In the event of dissolution, any assets remaining after the satisfaction of any proper debts and liabilities shall be transferred to the West Midlands Orienteering Association.

Last updated 4th October 2017