

***Draft amended version for approval at LSKC AGM 27March 2019
(See highlighted addition at para 7 below).***

LOTHIAN SEA KAYAK CLUB – CONSTITUTION –

1. Name

The club's name is "Lothian Sea Kayak Club" (LSKC).

2. Affiliation

The club is affiliated to the Scottish Canoe Association (SCA).

3. Aims and objectives

The aims and objectives of the club are to provide opportunities for members to participate and enjoy sea kayaking at all levels. The club will promote the pursuit of sea kayaking activities through: coordinating sea kayaking trips (e.g. evening paddles, day trips & weekend trips); providing sea kayaking facilities (i.e. club boats) and providing opportunities for members to participate in training programmes and make progress towards recognised kayaking qualifications.

4. Membership

Membership is open to anyone over the age of 18 with an active interest in sea kayaking.

There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, political or other opinion.

All members are responsible for their personal safety. Each member is also personally responsible for making a judgement about whether or not to paddle in the conditions on the day.

Communication with members is primarily via a web forum.

5. Suspension, refusal or termination of membership

The Management Committee shall be entitled to:

- i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the club as set out in 3 of this constitution.
- ii) For good and sufficient reason to refuse renewal of any existing membership, or terminate or suspend any membership, provided that the member concerned shall have the right to be heard by the full management committee before a final decision is made.

The member may apply for reinstatement at the next general meeting.

Any member under suspension shall be barred from taking part in any activities under the control of the club.

The management committee shall inform the member in writing of any decision to terminate their membership.

Notification of the termination of a membership will be forwarded to the SCA. Any decision to reject a membership application, or to terminate or suspend membership may be appealed to a body other than the Committee making the original decision, e.g to the AGM.

6. Membership fees

Membership fees will be set annually as agreed by the Management Committee or determined at the Annual General Meeting. Fees will be paid in advance annually and due on 1st January.

On payment of membership fees members are deemed to accept the LSKC constitution and any code of conduct that the club may adopt at the General Meeting.

The membership list will be kept updated by the Membership Secretary on the web forum. Members are expected to check that their membership is confirmed within 2 weeks of payment and that their contact details are correct.

LSKC does not provide insurance beyond what is provided through SCA affiliation.

7. LSKC Committee

The management committee of the club will be:

- Chair
- Secretary
- Treasurer
- Skills Development Officer
- Ordinary Committee Members (up to 6 committee members)

Five Management Committee members shall be the quorum for Committee meetings

Management committee members will be elected annually at the Annual General Meeting. Additionally members may be co-opted to the committee (or sub committee) as required.

All management committee members will retire each year but will be eligible for re-appointment.

Nominations must be supported by 2 members.

The secretary will maintain records of proceedings (e.g. minutes of meetings etc) on the web forum.

The management committee's responsibilities include:

- ensuring opportunities for members to participate in sea kayaking
- supporting skills development for members
- equipment hire arrangements
- maintaining the LSKC website as a means of communicating
- adopting any new policies affecting the running of the club

8. Finance

All club monies will be banked in an account held in the name of the club.

No portion of the income and property shall be paid or transferred directly or indirectly by way of dividend, bonus, honoraria or otherwise howsoever by way of profit to the members.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on 31st December.

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

9. Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary to all members. The notice period shall be 21 days

Elections to the management committee are to take place at the AGM.

All paid up members have the right to vote at the AGM.

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.

10. Dissolution

A resolution to dissolve the club 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 be passed to any other organisations with similar aims and objectives to LSKC.

11. Amendments to the constitution

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

12. Declaration

Lothian Sea Kayak Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE:

NAME:

POSITION: Club Chair

SIGNED:

DATE:

NAME:

POSITION: Club Secretary