

LINLITHGOW KAYAK RACING

1. Club Name

The Club shall be called 'Linlithgow Kayak Racing'.

2. Objectives

The objectives of the Club shall be:

- a) To Promote Kayak racing in Sprint and Marathon.
- b) To encourage the Junior Paddler (i.e. under 18 years of age).

3. Colours

The Club colours shall be a black vest. As an option the words '**Linlithgow Kayak Racing**' can be printed across the rear (3cm - 5cm letter height) in white.

4. Affiliations

The Club shall be affiliated to the Scottish Canoe Association. In addition the Club may be affiliated to other bodies associated with the Club's objectives. (SCA – Ref 8516, to be renewed in May each year.)

5. Classes of Membership

The Club shall consist of Honorary, Adult, Junior, Training and Life Members.

- a) Honorary Member, which shall be for life, may be awarded by opening resolution at the Annual General Meeting. Proposals must be submitted in writing to the Secretary by 30th November.
- b) Adult Member, shall be open to persons over the age of 18 years on 1st January. Applications for Adult Membership to the Club shall be accepted by a simple majority vote of the members of the Executive Committee.
- c) Junior Member, shall be open to persons under the age of 18 years on 1st January. Applications for Junior Membership to the Club shall be accepted by a simple majority vote of the members of the Executive Committee.
- d) Life Member, shall be open to all Adult Members and is obtained on the payment of the current Life Member Subscription.
- e) Training Member, shall be open to all persons who wish to use the club as a competitive training venue.

NB. All members will have to be a registered user of the Low Port Centre, before they can use any facilities that the centre provides.

6. Voting Rites

The following classes of member shall be entitled to vote at any General Meeting provided that they can produce their current Club Membership Card:

- Honorary Member
- Adult Member
- Junior Member - is at least 15 years of age
- Life Member

7. Subscription and Fees

Adult and Junior Members shall pay and Annual Subscription.

Adult Members may choose to become Life Members by paying a single Life Member Subscription equal to ten times their current Annual Subscription.

In addition to the Subscriptions, a separate fee may be levied on some or all classes of membership to cover major club overheads (e.g. shed rent).

The Annual Subscription and any separate fees shall be fixed at the Annual General Meeting. All Subscriptions and fees shall be due on or before the 31st of March each year.

8. Executive Committee

The affairs of the Club shall be managed by the Executive Committee, which shall consist of Chairman, Secretary, Treasurer and four others, all of whom shall be Honorary, Adult or Life Members. This Committee shall have the power to fill any casual vacancy in its number and the person elected to fill such a vacancy shall hold office until the date of the next Annual General Meeting. In addition to the above, the committee may also include two further members of at least 15 years of age.

9. Election of Executive Committee

All members of the Executive Committee shall retire at the Annual General Meeting and may offer themselves for re-election.

At the Annual General Meeting the Executive Committee shall be elected either from members in attendance or from member in absentia who have stated in writing their willingness to serve in the capacity for which they are nominated.

In the event of a failure in the election of any office bearers within the Executive Committee, the existing office bearers shall remain in office to manage and direct affairs of the Club until such times as replacement office bearers can be elected.

10. Business of Executive Committee

The Executive Committee shall meet as required for the despatch of Club Business. The Committee shall only be quo rate if 4 members of the executive are in attendance. Decisions at any meeting shall be agreed by a majority vote. In the event of an equality of votes, the Chairman shall have a second and casting vote.

11 Club Year and Annual General Meeting

The Club year shall run from 1st December to 30th November of the following year. The Annual General Meeting shall be before the end of February, at least ten days notice shall be given.

Ten members shall form a quorum at the Annual General Meeting.

12. Treasurer's Duties and Appointment of Auditors

The treasurer shall present an audited of Income and Expenditure for the preceding financial year along with an inventory of Club assets at the Annual General Meeting. Auditors shall be appointed each year by the Executive Committee, but not from their number. The Treasurer shall submit (either personally or via the Secretary) a summary of the Club's current financial situation at each Committee Meeting.

13. Control of Club Assets

Money shall only be withdrawn from the Club's bank accounts on the dual signature of the Treasurer and one other office bearer selected by the Executive Committee each year.

Any Club asset shall only be disposed of after a majority vote of the Executive Committee.

14. Disciplinary Procedures

The Executive Committee shall have disciplinary powers, including suspension and expulsion, over any member for the following offences:

- Abuse of Club Property
- Abuse of another member's property
- Violation of Clubs rules
- Irregular conduct detrimental to the character, good order or welfare of the Club.

The only claim against the Club shall be the right to appeal at a General Meeting. Notification of the intention to make such an appeal must be made in writing and lodged with the Secretary within seven days of the disciplinary decision being communicated in writing to the member concerned.

15 Calling of Meetings

The Secretary shall have the power to call a Committee Meeting whenever:

- The Secretary has any business of importance to lay before it.
- Requested to do so by the Chairman
- A written request is received by the Secretary from any two members.

A Special General Meeting of the Club shall be called whenever:

- The Executive Committee has business affairs which it wishes to put all members.
- A written request stating the object of the meeting is received by the Secretary from any six Members.

The date of a special General Meeting shall be decided by the Executive Committee. This date shall be not less than ten days after notification to the members and not more than twenty eight days after the receipt of a request for such a meeting.

16. Amendments to the Constitution

Amendments to the Constitution shall be made by two-thirds majority vote of those members attending any General Meeting. Member who cannot attend a General Meeting can register their votes by letter to the Secretary, such letters must be with the Secretary not less than two days before the meeting. Proposed amendments to this Constitution must be made in writing and signed by five Club Members. Any proposed amendments must be lodged with the Secretary at least ten days prior to the General Meeting.

17. Dissolution of the Club

In the event of the dissolution of the Club, the Treasurer shall pay out or distribute moneys or disposable assets standing to the Club's credit at that time in accordance with any decisions to that end made by the Executive Committee.

In the event of no such decision having been made prior to the dissolution of the Club, all moneys or disposable assets standing to the club's credit at that time shall be handed over to a Committee of Trustees. This Committee shall consist of the following:

- A representative nominated by the Scottish Canoe Association.
- A representative nominated by the West Lothian Council (or their successors).
- A representative with control over the Club's bank accounts.

The Committee of Trustees shall have full powers to hold or dispose of said moneys or assets, but only for the purpose of promoting and encouraging canoeing in such ways as they deem most appropriate.