

# **FINAL DRAFT 21st November 2012**

## **Constitution of the South Cotswold Soaring Association.**

This is the constitution of the South Cotswold Soaring Association (SCSA) and forms instructions for the running of the SCSA.

### **1. Aims**

The aim of the club shall be to promote interest in all forms of radio controlled silent and quiet electric flight operation and to provide facilities for use by members with common modelling interests.

### **2. Membership**

Membership shall be open to all ages subject to the approval of the committee and in accordance with section 8 of this constitution regarding insurance. Members under the age of 18 on 1 January qualify for junior membership.

### **3. Committee Officers**

The Committee Officers of the club shall consist of a chairman, secretary, treasurer and membership secretary, all of whom shall be fully paid members of the club. They shall be elected at the Annual General Meeting each year (or at a Special General Meeting) and shall retire at the Annual General Meeting the following year. Officers shall not normally hold office for more than 13 months without re-election.

#### *Chairman*

The chairman shall preside at all General and committee meetings. In his absence at committee meetings a chairman shall be chosen from those present to serve for that one meeting only. The chairman shall only have one casting vote.

#### *Secretary*

The secretary shall be responsible for keeping accurate and proper records of all meetings and proceedings of the club. They shall also attend to all correspondence and communications.

#### *Treasurer*

The treasurer shall be responsible for keeping accounts of the club in the correct manner and shall present a financial statement at each Annual General Meeting. A statement must also be supplied when requested by a Special General Meeting. The club may have a bank account and cheques drawn shall be signed by any 2 of the chairman secretary and treasurer. Decisions authorising any expenditure of club funds shall only be made by the committee or Annual or Special General Meetings.

#### *Membership secretary*

This position can be appointed and can be held concurrently with other posts.

#### *Vacancies*

The committee shall have the power to fill any vacancies in the offices of the club

# **FINAL DRAFT 21st November 2012**

occurring between General Meetings.

## **4. Subscriptions**

Subscription shall be decided at the Annual General Meeting held each year. Under exceptional circumstances, and with the majority approval of committee members present at any committee meeting, the committee shall have the power to modify the subscription structure when it is deemed to be in the best interest of the club. Subscriptions shall become due for renewal on the first day of January each year, and must be paid before the last day of January to ensure continuity of membership, or the membership concerned shall be considered terminated. New members can join at any time throughout the year.

## **5. General Meetings**

### *Annual General Meeting*

The Annual General Meeting shall be held each year, normally during the month of December. The interval between Annual General Meetings shall not exceed thirteen months. At least fourteen days notice shall be given to members, by email (or post if the member has not provided a valid email address). It is the member's responsibility to inform the secretary of change of email address.

It is not the responsibility of the club to ensure safe delivery of the email. It is the member's responsibility to ensure their records held by the secretary are up to date and valid.

### *Special General Meeting*

A Special General Meeting may be called at any time by the committee and must be called by the secretary if requested to do so by not less than 25% of the voting membership. At least fourteen days notice shall be given to the members (method as noted in 6 above) and the business for which the meeting is being called stated. A quorum for Special General Meetings shall be 30% of the club membership.

### *Voting*

All fully paid up members shall have one vote at the Annual and Special General Meetings, except the chairman, who shall only have the casting vote.

## **6. Termination of membership**

Any membership not renewed by payment of subscription within the time stated above shall be considered terminated.

Subsequent renewal shall be subject to approval as a new membership. Payment of arrears shall be at the discretion of the committee.

The committee shall also be empowered to suspend or expel from the club any member found guilty of a serious breach of the club rules or whose actions are in any way detrimental to the interests of the club and/or another club member. In all cases the member concerned shall have the right of appeal. The members appeal must be lodged in writing with the secretary within 14 days of the suspension or expulsion. The secretary shall acknowledge receipt of the member's written appeal within 14 days. The secretary will set a mutually convenient time for the hearing. This shall be no longer than 28 days from acknowledgement of the appeal. The members appeal will be held in front of the committee. A minimum of 3 committee members and 2 ordinary members must be present at the hearing. The member can bring an independent party to the meeting. This person

# **FINAL DRAFT 21st November 2012**

may represent the member or choose to be a witness. The majority vote at the hearing will be final. Should a split vote occur the Chairman shall have the casting vote. If an appeal is lodged the Secretary may also consider calling a Special General Meeting to allow the appeal to be heard in the interests of the club and a majority decision of the meeting shall be final. Special General Meeting only to be called in accordance with section 5.

## **7. Amendments to the Constitution**

Notification of amendment(s) shall be made by post or email to the members. Amendments to or additions to the constitution shall only be made by an affirmative vote from a majority of members at the Annual General Meeting or at a Special General Meeting called for the purpose. Should a member not be able to attend the meeting they can lodge their opinion in writing to the Chairman. This will be taken into account in the chairman's vote.

## **8. Insurance**

The SCSA club is affiliated to the BMFA and as such, all full club members are covered by the BMFA insurance scheme.

Associate SCSA members must hold BMFA membership either as an individual or as a member of another BMFA affiliated club or as a member of RAF Model Aircraft Association.

Insurance cover is required for public liability to at least £10,000,000. This will be arranged by the club for full club members or by individuals for associate members.

A member must have BMFA insurance to fly as a member of SCSA. The membership will automatically cease (irrespective of any monies paid) if the member's BMFA membership lapses.

## **9. Noise emissions**

No aircraft shall be flown that does not comply with the BMFA recommended noise levels.

## **10. Safety**

The safe operation of SCSA flying sites/venues lies with the membership. It is the responsibility of all members to ensure that they fly in a safe and considerate manner. Members of the Committee will act as safety officers and are expected to deal with any violations as they happen.

Continued infringement of rules will be brought to the attention of the Committee who can issue a written warning if required.

Further violations after a written warning could lead to a member being asked to leave the Club.

The Committee has the ultimate sanction of expelling a member from the Club, see section 6.