



Gay Outdoor Club

Constitution

1. **Definitions**

“Club” refers to the Gay Outdoor Club (GOC).

“Gay” refers to anyone who identifies as a gay man, lesbian, bisexual or transgender.

2. **Aims**

The aims of the Club are:

- To organise and support outdoor, sporting and associated events for gay people and friends of gay people;
- To provide opportunities for those participating in activities organised by the club to develop their own skills in outdoor and sporting pursuits;
- To promote the participation of gay people in outdoor and sporting activities.

3. **Membership**

- a. Membership of the club is open to all people who support the aims of the club.
- b. Members must pay an annual subscription; the rates will be proposed by the committee and approved by a general meeting.
- c. Non members may attend events as guests, subject to such restrictions as the event organiser or committee deem appropriate for that event. Guests attending more than three events will be expected to join the club.
- d. Members and guests must abide by the club's code of conduct.
- e. The committee may terminate the membership of any member, without refund of subscription, if it resolves that they are in breach of this constitution and having considered any explanation provided by the member.

4. **Committee**

- a. The club will be managed by a committee of not more than twelve officers.
- b. The committee will include roles of chairperson, secretary and treasurer; no officer may hold more than one of those roles at any time.
- c. Every officer must be a club member, and every club member is entitled to be nominated for election to the committee.
- d. The officers will be elected at the annual general meeting.
- e. In the event of a committee post not being filled at the election or becoming vacant during the year, the committee may co-opt a club member to fill the post.
- f. The term of office of all officers will be until the end of the next annual general meeting following their election or appointment.

5. Committee Meetings

- a. The committee must meet at least twice a year.
- b. Committee meetings may be called by the chairperson, the secretary, or jointly by any four other officers.
- c. At least 28 days notice of committee meetings must be given to officers.
- d. The quorum for a committee meeting will be half of the serving officers, of whom at least one must be the chairperson or secretary.

6. General Meetings

- a. There must be an annual general meeting called by the secretary; not more than fifteen months may elapse between two such meetings.
- b. The annual general meeting must be announced to members at least two months in advance with details of the method and deadline for submitting nominations and resolutions.
- c. The secretary must call an extraordinary general meeting if so demanded by the committee or by twenty members giving details of the resolutions to be debated.
- d. The secretary will appoint a returning officer who will be responsible for organising the ballot at a general meeting. He/she must be a member who is not a nominee, proposer or seconder.
- e. Nominations for election to the committee must be submitted to the returning officer, proposed by one member and seconded by one additional member.
- f. Resolutions to be debated at the annual general meeting must be submitted to the returning officer by the committee, or proposed by any member and seconded by eight additional members.
- g. Members must be given at least 28 days notice of the date, time and place of a general meeting. Such notice must also include the names of nominees and details of resolutions with their proposers and seconders.
- h. A general meeting will be quorate provided the returning officer, half of the serving officers (of whom at least one must be the chairperson or secretary) and at least 20 members, are present.

7. Voting

- a. Every person who is a member 28 days before the date of a general meeting will be entitled to vote at that meeting.
- b. Members may vote in person at a general meeting, or submit their votes to the returning officer by post or such other secure means as are defined by the returning officer.
- c. The deadline for submission of votes to the returning officer, other than in person at the meeting, will be seven days before the meeting.
- d. Except as otherwise provided, resolutions will be passed on a majority of votes cast.

8. Groups

- a. The club will encourage the formation of groups which will organise events.
- b. Every group must have at least one member who acts as group coordinator. He/she will provide a contact name and telephone number for publication by the club, and will inform the club of the activities and plans of the group.
- c. Groups must abide by the club constitution and such rules as are made by the committee to ensure the safe and legal operation of the club.
- d. Groups must notify their events to the club in advance.
- e. Groups may apply for club funds to support the promotion of their activities.
- f. Groups may charge such fees as are necessary to cover expenses related to particular events, but may not levy local subscriptions.
- g. The committee may wind up any group which it considers does not comply with this constitution. Any group which is wound up must return any club assets or funds to the treasurer within 14 days of being required to do so.

9. Events

- a. Every event must be organised by an authorised member as part of a group's programme of events and run in accordance with such rules as are made by the committee to ensure the safe and legal operation of the club's events.
- b. All members are entitled to attend any event organised by any group, unless the event organiser decides that it would be unsafe for the member to participate in the event or the event is fully booked.
- c. All persons taking part in club events are responsible for their own safety, clothing, equipment and insuring themselves as appropriate.

10. Administration

- a. The funds and assets of the club may only be used for the promotion of the aims of the club
- b. Any payment or withdrawal from the club's accounts must be approved by the treasurer and one other officer. Any contract or agreement that would require payment from the club's funds must be similarly approved in advance.
- c. Group coordinators and officers may claim repayment of such expenditure as is agreed in advance by the treasurer but may not claim recompense for their time in performing GOC tasks.
- d. The club accounts must be audited annually by a suitably qualified auditor and must be presented to members within nine months of the end of the accounting period.
- e. The committee will ensure that a regular newsletter is provided to every member who requests it, informing them of the activities of the club.
- f. The secretary will ensure that notices of general meetings and other matters required by this constitution are brought to the attention of every member.
- g. The committee will ensure that the club maintains appropriate insurance for its activities.
- h. The committee will ensure the confidentiality of the club's membership list and not provide it in whole or part to any third party except as required by law.

11. Complaints and appeals

- a. Complaints must be made in accordance with the complaints procedure in the Code of Conduct.
- b. A member may make an appeal on the resolution of a complaint to the committee.

12. Interpretation and changes

- a. The interpretation and operation of this constitution during the course of a general meeting will be at the absolute discretion of the person chairing the meeting.
- b. Amendments to this constitution or the code of conduct may only be approved by resolution at a general meeting and will require a majority of two thirds of the votes cast.

13. Dissolution

- a. The club can only be dissolved by a resolution at a general meeting.
- b. In the event of the dissolution of the club, the committee will be responsible for winding up the affairs of the club. Any remaining funds and assets will be distributed to an organisation or organisations with similar aims, approved by a vote at that meeting.