

# **DUFFUS TENNIS CLUB**

## **CONSTITUTION**

### **1. Name**

The Club shall be called Duffus Tennis Club (hereinafter referred to as 'the Club')

### **2. Objects**

The objects for which the Club is established are all or any of the following:-

To promote tennis within Cupar and North East Fife

To purchase or lease heritable or moveable property required for the playing of tennis and to maintain the same

To borrow or raise and secure the payment of money in any way and to accept Deposits

to invest and deal with the monies of the Club not immediately required in such manner as may from time to time be determined

### **3. Membership**

The membership shall consist of the following categories:-

Life, Senior, Intermediate, Junior and Family

Membership fees shall be as agreed at the Annual General Meeting

All members joining the Club shall be deemed to accept the terms of this Constitution and any Bye-Laws published from time to time by the Club

The Executive Committee shall have the power to confer life membership of the Club on any of its past officers and on others for special service to the Club

### **4. Management**

The affairs of the Club shall be conducted by an Executive Committee which shall consist of the Officers of the Club plus at least three other members

The Officers of the Club shall consist of a Chairman, Treasurer and Secretary and shall be elected annually at the Annual General Meeting. If the post of any Officer or other Committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy

The Executive Committee shall have the power to co-opt additional members to the Executive Committee should they so wish. Any such co-opted members shall hold office until the next AGM only when they shall resign, although they shall then be eligible for re-election

All Executive Committee members shall be members of the Club

The Executive Committee shall be entitled to form Sub-Committees and to delegate to such Sub-Committee such powers of the Executive Committee as shall be deemed appropriate

## **5. General Meetings**

### **Annual General Meeting**

The Club shall hold an Annual General Meeting each calendar year to:-

Approve the minutes of the previous year's AGM

Receive reports from the Chairman and the Secretary

Receive a report from the Treasurer and approve the Annual Accounts

Receive a report from the Auditors

Elect the Executive Committee

Consider changes to the Constitution

Appoint Auditors for the Club's accounts

Deal with other relevant business

### **Extraordinary General Meeting**

An Extraordinary General Meeting shall be called by an application in writing to the Secretary supported by at least ten members of the Club. The Executive Committee shall also have the power to call an Extraordinary General Meeting by decision of a simple majority of its members

### **Notices**

At least twenty one days notice shall be given to all voting members of any General Meeting

### **Voting**

Only Senior members shall be entitled to vote

With the exception of changes to the Constitution decisions put to a vote shall be resolved by a simple majority at General Meetings

The Chairman of the Club shall hold a deliberative as well as a casting vote

### **Quorum**

The quorum at General Meetings shall be six members and the quorum for Committee meetings shall be four members

### **Changes to the Constitution**

Any change to the Constitution shall require a two thirds majority of those present and eligible to vote at a General Meeting

Notice shall be given to all voting members of any General Meeting and then any proposal to change the Constitution shall be submitted in writing to the Secretary at least fifteen days prior to the meeting

All proposals for changes to the Constitution shall be signed by two members eligible to vote at a General Meeting

The Executive Committee shall have the power to deal with any matter not provided for and in the event of any ambiguity or difference of opinion concerning the meaning or intention of the Constitution, the Executive Committee shall have the power to interpret the same and such interpretation shall be binding on the members

## **6. Finance and Accounts**

The financial year shall run from 1 October to 30 September each year

The Treasurer shall be responsible for the preparation of annual accounts to the Club

The accounts shall be audited by an independent person elected annually at the Annual General Meeting

All cheques drawn against the Club's funds shall be signed by two authorised signatories

All members of the Club shall be considered to be jointly responsible for the financial liabilities of the Club

## **7. Bye Laws**

The Executive Committee shall have the power to publish and enforce such bye laws as the membership feels necessary to govern the activities of the Club

## **7. Distribution of Property**

The property, effects and funds of the Club, whencesover derived, shall be applied solely towards promotion of the objects of the Club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Club

If, upon winding or dissolution of the Club, there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects similar to the objects of the Club, such organisation or organisations to be determined by the members of the Club by resolution passed at a General Meeting at or before the time of dissolution and if and so far as effect cannot be given to such provision, then to some charitable object

## **CHANGES MADE TO THE CONSTITUTION**

**Chairman** – Also to be known as President

**Use of Courts for Financial Gain** – No person or group of persons, whether or not they are members of Duffus Tennis Club, shall be entitled to make use of Duffus Tennis Courts or associated facilities for financial gain without the consent of the Executive Committee – Approved by EGM on 6 April 2003

**Term of Office of President** – President to serve for a period of three years, only, appointed each year – Approved by AGM on 12 December 2004 but AGM on 9 December 2007 agreed to suspend this part of the Constitution to enable the President to remain in office for a longer period than three years