

LA MARINA & SAN FULGENCIO COMPUTER CLUB CONSTITUTION

September 1st 2003

1. NAME

The official name of the club shall be:

"THE LA MARINA & SAN FULGENCIO COMPUTER CLUB"

2. AIMS

2.1 To provide facilities for all members.

2.2 To provide training and advice to all Club Members in the use of Computers and Computer software.

2.3 To arrange social activities.

2.4 The club is a non-profit making organisation. All profits and surpluses will be used to maintain or improve the club's facilities. No profits or surplus will be distributed except on dissolution.

3. MEMBERSHIP

3.1 The membership shall be open to all, at the discretion of the Management Committee, regardless of race, colour, creed or sex.

3.2 Every member on joining the Club, undertakes to comply with the Club Constitution and Rules. Any refusal or neglect to do so, or any conduct which in the opinion of the Management Committee is either unworthy of a member or otherwise injurious to the interest of the Club, shall render the member liable to expulsion by the Management Committee, provided that before expelling a member such Committee shall call upon him or her for an explanation of his or her conduct and shall give the member an opportunity of defending him or herself or resigning from the Club. A member so expelled shall forfeit his or her subscription for the current year. All new members shall be given a copy of the Constitution and Rules.

3.3 Temporary membership may be extended to any person or persons subject to the conditions of membership at the discretion of the Management Committee.

3.4 CLASS OF MEMBERSHIP

NO VOTING BY PROXY

Full Family Membership (i.e. 2 adults at the same address)

Full Single Member

Under 18 Years (Children under 18 years of age may only join the club if under the care of an existing family membership or single/social membership (of a parent or guardian) or under the sponsorship of an existing adult member)

Temporary Member

Social Member (This shall be extended to those people recommended to and approved by the Management Committee. This allows the use of the Club premises and involvement in social activities).

Affiliate Group Member (This may be granted at the discretion of the Management Committee. Such membership will be reviewed annually and may only be renewed by invitation of the Management Committee)

Honorary Life Membership (May be appointed for services to the Club at the discretion of the Management Committee). They may should they not decide to stand for election to the Committee and have previously been an officer of the management committee attend committee meetings as non voting members.

MEMBERS RIGHTS

All members shall be entitled to full social amenities of the Club.

Full Family Membership	One Vote per adult (2 maximum)
Full Single Member	One Vote
Under 18 Years	No Vote
Temporary Member	No Vote
Social Member	No Vote
Affiliate Group Member	No Vote
Honorary Life Membership	One Vote

4. SUBSCRIPTIONS AND JOINING FEES

- 4.1 Subscriptions and Joining Fees shall be fixed for each section annually by the Management Committee and approved by the AGM.
- 4.2 Renewal Subscriptions must be received by the 30th. November, for the year 1st October to 30th September. Should any member fail to pay subscriptions by that date in any year the membership would have deemed to have lapsed, subject to discussion with the Management Committee.
- 4.3 Any discount structure applying to Subscriptions shall be at the discretion of the Management Committee.

5. OFFICERS OF THE CLUB

- 5.1 The officers of the Club shall be,
Chairman.
Vice Chairman.
Hon Secretary.
Hon Treasurer.
Membership Secretary.
Training Principal.
Social Secretary.
- 5.2 The Chairman, Vice Chairman, Hon Secretary, Hon Treasurer, Membership Secretary, Training Principal and Social Secretary must offer themselves for re-election by the club members each year at the Annual General Meeting, as in the provisions of Clause 6.6 of the Constitution.

5.3 CLUB OFFICIALS

Shall include :

6. THE MANAGEMENT COMMITTEE

- 6.1 The management of the affairs of the Club shall be in the hands of the Management Committee, which shall consist of the Officers of the Club and elected members.
- 6.2 The six elected Committee Members may serve for a maximum of three consecutive years, unless elected to serve as Officers.
- 6.3 A quorum shall consist of Four members, of the Management Committee.
- 6.4 The Management Committee of the Club shall have power to co-opt members to fill vacancies caused by death, resignation or dismissal.
- 6.5 Only Officers, elected Members and co-opted Members shall vote at Committee Meetings.
- 6.6 The Management Committee members and Club Officials must be elected annually at the AGM.

7. SUB COMMITTEES

The Management Committee may set up or require to be set up Sub Committees as necessary, and may require their Chairperson, or the Club Officials mentioned in 5.3 to attend individual Committee meetings to discuss specific items. These persons may also request attendance at such meetings for that purpose. These officials have no voting rights.

8. TRAINING

It is intended that the training aims of the Club be met by a Teaching Establishment. Training will be organised by a Training Sub-committee chaired by the Principal who shall be an Officer of the Club.

9. BANK ACCOUNT

The Treasurer shall arrange for monies of the main Club to be lodged in Banks, Building Societies or suitable investments of his or her choice as approved by the Management Committee. Signatories shall be two of four, being Chairman, Vice Chairman, Treasurer and Hon Secretary. Sub-committees holding separate accounts shall have two signatories.

10. ANNUAL ACCOUNTS

The financial accounting year shall be from the 1st September to 31st August. Annual accounts must be prepared each year and submitted to the members for approval at the A.G.M. Such accounts must be checked and reported on by someone who is not the Honorary Treasurer.

11. ANNUAL GENERAL MEETING (AGM)

11.1 The AGM shall be held on any convenient Wednesday in October or November. No business except the passing of the accounts and the election of the Management Committee and Club Officials, and any business that the Management Committee may order inserted in the notice convening the meeting, shall be discussed at such meeting unless notice is given to the Hon. Secretary on or before the 15th September, and then published in the convening notice.

11.2 The Hon Secretary shall at least fourteen days before the date of such meeting post or deliver to each member of the Club, notice of the business to be brought forward.

11.3 NOMINATIONS

A Nomination list for Management Committee Members and Club Officials must be posted in the Club House by 7th September. Nominations for unfilled positions may be accepted at the AGM, in all cases the permission of the nominee must be demonstrated and the requirements of sections 5, 6 and 8 of the Constitution must be complied with.

11.4 If the number of candidates duly proposed and seconded exceeds the number of vacancies left by retiring members, the election shall be by ballot. Persons who are in their first year will automatically carry on for a second year should they be willing, without standing for re-election.

12. EXTRAORDINARY GENERAL MEETING

The Management Committee may at any time call an Extraordinary General Meeting of the Club for any specific business. One fifth of the total membership of the Club may also join together to summon, or cause the Secretary to summon, by notice an Extraordinary General Meeting.

The discussion at such meeting shall be confined to the business stated in the notice to Members, which shall be posted or delivered to each Club Member by the Hon. Secretary at least 14 days before the date of such meeting.

13. NEW CONSTITUTION. AMENDMENTS AND ALTERATIONS

Notice of any alterations or additions to the Constitution intended to be proposed by a member of the Club shall be given to the Hon Secretary in writing on or before the 15th September. Full particulars of any such proposed alterations or additions shall be set out in the notice convening the meeting.

All such proposed alterations, additions and amendments to them, which must be proposed and seconded, shall be put to the vote of the meeting.

14. RULES. AMENDMENTS AND ALTERATIONS

The rules of the Club may be amended by the Management Committee from time to time to ensure the smooth running of the Club in the spirit of the Constitution.

15. DISSOLUTION OF THE CLUB

If, upon the winding up or the dissolution of the Club, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed amongst the members of the Club. However members of the Club will be allowed to purchase any Assets. Monies so raised to be distributed to such Charities as agreed by the membership at an Extraordinary General Meeting.

16. VOTING AT MEETINGS

When a vote is taken at any Committee Meeting, Extraordinary General Meeting, or Annual General Meeting, then the vote shall be by ballot or show of hands and a clear majority shall carry the resolution. In the event of a tie, the chair shall have the casting vote.