

YOUTH SAILING ASSOCIATION

CONSTITUTION AND ARTICLES OF ASSOCIATION

The name of the Association shall be *Youth Sailing @ Chasewater*

1 Objectives of the Association

- 1.1 The object of the Association shall be to provide facilities for **and** promote participation in sailing and allied sailing activities by young people.
- 1.2 Membership will be open to the whole community between the ages of 10 (*this includes young people that will be 10 in that calendar year*) and 18 (or 21, if receiving full-time education)
- 1.3 The Association will be non-profit making and all funds will be used in pursuit of the objectives identified above.

2 Membership

- 2.1 Group Membership will be open to accredited youth groups and schools who share in the objectives of the association and who are able to fulfil the Association's health and Safety requirements
- 2.2 Individual Membership and use of facilities are open to all between the ages identified in the objectives of the Association without discrimination on grounds of sex or disability except as consequence of the requirements of participation in sailing.
- 2.3 Membership will be open to all who fulfil requirements with regard to:
 - a) Parental consent, where required, due to the age of the member
 - b) Consent of the member to abide by necessary health and safety rules identified by the committee.
 - c) Disclosure of any medical or other factors which will affect participation in sailing activities.
 - d) For members between the ages of 10 and 12 participation will be dependant on adult support during sailing activities.
- 2.4 The Committee shall be empowered to grant Honorary Membership to any "bona fide" helper including
 - a) R.Y.A. Instructor,
 - b) Safety Boat Operator
 - c) Others, including parents, working in a supervisory capacity
 - d) Any person co-opted onto the Committee

All such membership to be reviewed at the next General Meeting and subject to completion of necessary checks and disclosures.

- 2.5 All elected Officers and Committee Members will automatically receive Honorary Membership for the year of their Office.

3 Activities and Affiliations

- 3.1 The Association shall provide a range of activities and training to further the objectives of the Association including:

- a) Provision of a range of sailing and associated activities which enable participation by members that is commensurate with their age, physical capacity and independence skills.
 - b) Provision and use of facilities and Association owned equipment
 - c) Provision of coaching and coaching courses
 - d) Provision of social activities to further participation by members and their families, including the sale of food or drink
 - e) Provision of liability insurance as decided by the Committee and necessary medical equipment.
 - f) All activities will be operated in accordance with RYA Safety and training guidelines
 - g) The association will have a stated Child Protection Policy in accordance with RYA and Government guidelines
- 3.2 The Association shall join those Associations which it is considered by the Committee or at the AGM will further the objectives of the Association.
- 3.3 The Association will participate in the development of sailing within the locality through participation in appropriate groups considered appropriate by the management committee.

4 Management of the Association

4.1 The Committee

- a) The management of the Association shall be by a Management Committee elected annually at the AGM.
- b) The Committee shall manage the affairs of the Association according to the rules and resolutions of the Association as decided at general meetings and in accordance with the constitution. The Committee will establish a list of operating rules and procedures which will identify day to day operations of the Association.
- c) The Committee shall consist of the Officers and up to six members elected at the AGM, including at least two youth members elected by the youth membership.
- d) The Chairman shall have power to settle all points of Interpretation arising from the Rules of the Association; provided that such power shall not over-ride any subsequent resolution duly passed by a General Meeting concerning such interpretation.
- e) Any decisions made by the Chair under 4 shall be reported to and subject to review by the committee at the first available meeting.
- f) The Officers shall be elected at the AGM and shall serve until the next AGM, with the exception of Life Vice-President (s).
The Officers shall be a: President, Chairman, Vice-Chairman, Secretary, Treasurer, Equipment Officer, Training Officer, Communications Officer, Social Events Coordinator and all Life Vice-Presidents.
- g) The Committee shall have the power to appoint Sub-Committees and to co-opt any responsible person onto the Committee or sub-committees. All such co-options will be reviewed at the next General Meeting.
- h) The Committee shall have power to join any other suitable bodies. All such affiliations to be reviewed at the next General Meeting.
- i) The Committee shall meet at least three times a year and shall have the power to remove any member of the Committee not attending 3 consecutive meetings without apology or reason, and to appoint another member in his/her place. All Committee members shall receive due notice of all meetings.
- j) The quorum shall be half of the Committee Members entitled to vote, with the Chair having a casting vote where required.

4.2 General Meetings

a) The Annual General Meeting (AGM)

- i) The AGM shall be held on a date (to be determined at a Committee Meeting) within 3 months of financial year close. Details of Date/Time/Venue are to be circulated to all Members at least 30 days before the AGM.
- ii) All motions for the AGM must reach the Secretary not less than twenty- one days before the date of the Meeting and shall be in writing. All such motions shall appear on the agenda of the meeting.
- iii) The Secretary shall inform all Officers, Committee Members, Member Groups and Individual members of the agenda at least fourteen clear days before the A.G.M.
- iv) No business which is not on the said agenda; other than formal motions of appreciation, congratulations or condolence, or amendments to motions duly before the Meeting shall be in order at the AGM
- v) The AGM shall receive reports from the Officers of the Association, including that of the Treasurer (this report to contain an audited statement of the Association's Accounts of the past year). All such reports to be open to question, and any motion referring to any item of these reports shall be in order, and they shall be voted upon.
- vi) The Chairman shall in his report be empowered to propose that anyone who has rendered exceptional service to the Association be elected to the position of Life Vice-President. Any such proposal to be voted upon.
- vii) The AGM, in addition to electing Officers and Committee Members, as provided elsewhere, shall appoint an Auditor to hold office until the next AGM.

b) Special General Meetings (SGM)

- i) An SGM shall be summoned within twenty-one clear days of the Secretary receiving a written request signed by at least 1/3 of the membership or a majority vote of the Committee. This request or committee motion must state the motions to be proposed at the SGM together with the names of the proposer and seconders of those motions.
- ii) The Secretary shall circulate an agenda and notice of an SGM to all Officers, Committee Members, Member Groups and Individual Members a clear fourteen days before the said Meeting,

c) Voting at General Meetings

- i) Group members; each Group shall have one vote, the Group shall nominate a responsible member to cast its vote.
- ii) Individual members: All individual members will have a vote
- iii) The Chairman shall have a casting vote if necessary.
- iv) All voting shall be by a show of hands, unless the Chairman shall direct or one third of the members present (who are entitled to vote) shall demand a ballot.
- v) Any motion for amendment to the Constitution and/or for the dissolution of the Association shall be required to be carried by a majority of two- thirds of those members present (who are entitled to vote) at a General Meeting or Specially Convened Meeting.

5 Finance.

5.1 The Association will be a not-for profit organisation and all funds will be used for the benefit of the Association in furtherance of its objectives including:

- a) Hire facilities and premises to enable members to participate in the sport.
- b) Purchase or lease equipment deemed necessary for use by the members.
- c) Make donations to and become members of other community and amateur sports clubs.
- d) Employ and pay remuneration to association members, where the member has had no role in decision making related to this expenditure and said expenditure will meet principles of best value.

- e) Pay necessary agreed expense to members of the Association, for costs incurred

5.2 The Committee shall have the power to open Accounts In the name of the 'Association' with an approved Bank and/or Building Society. All documents including cheques relative to the said Account shall be authorised by at least two designated committee members, to be identified within the association's rules.

5.3 **Subscriptions**

- a) All organisations affiliating to the Association will pay an annual subscription to be decided annually at the AGM and payable within the first month of the accounting period.
- b) Individual weekly or annual subscriptions will be decided annually by the committee and reported to AGM at a level to reflect the income required to meet the costs of the association.
- c) Subscriptions will be maintained at a level to enable the association to remain financially viable, but will also encourage full participation in its activities.
- d) Individuals or bodies will be encouraged to make donations to the Association

5.4 **Audit**

- a) An Auditor will be appointed annually at the AGM
- b) The Auditor shall receive the accounts from the Treasurer not less than four weeks before the AGM. The Auditor or his representative will present annual accounts to the AGM.
- c) The Committee may appoint another Auditor if the nominated Auditor is unable to serve.

6 **Dissolution of the Association.**

6.1 The Association may only be dissolved following the decision of a duly convened SGM or AGM.

6.2 Then the net assets, including equipment of the Association shall be applied to other sporting or charitable Organisations, to be agreed at the AGM or SGM.