

CONSTITUTION OF CAMBERLEY CHESS CLUB**INDEX**

- 1. NAME**
- 2. PURPOSE**
- 3. MEMBERSHIP**
- 4. EXECUTIVE COMMITTEE**
- 5. ANNUAL GENERAL MEETING-PRINCIPLES**
- 6. ANNUAL GENERAL MEETING-CONDUCT**
- 7. MEMBERSHIP SUBSCRIPTIONS**
- 8. FINANCE AND ACCOUNTS**
- 9. SPECIAL GENERAL MEETINGS**
- 10. AMENDMENTS**
- 11. DISSOLUTION**

1. NAME

- 1.1 The club shall be called Camberley Chess Club, which includes Camberley Junior Chess Club (the Club").

2. PURPOSE

- 2.1 The purpose of the Club shall be to provide facilities for members to meet regularly to play chess in a sporting and friendly manner for the overall benefit of the members of the Club having regard to the current Laws of Chess.
- 2.2 The Club shall enter chess teams in competitive leagues and competitions and shall organise or participate in other appropriate activities as the Club so decides through the Executive Committee.

3. MEMBERSHIP

- 3.1 All those on the current List of Members shall automatically continue to be Members of the Club (the 'Members') upon the adoption of this Constitution.
- 3.2 New applicants for membership after completion of an application form, and having been proposed and seconded by at least two Members of the Club, shall become members upon election by the Executive Committee.
- 3.3 Membership shall remain valid unless terminated by resignation, failure to pay the Membership Subscription (the 'Subscription'), or expulsion from the Club under the provisions of this Constitution.
- 3.4 Members shall not bring the game of chess into disrepute in any way. Accordingly Members shall conduct themselves in a respectful and pleasant manner, uphold the interests of the Club and comply with any instructions on the use of the facilities of Camberley Baptist Church Hall or other such premises used by the Club.
- 3.5 All Members participating in playing chess or in other activities associated with the Club shall do so at their own risk and shall be entirely responsible for their own actions and safety. Accordingly the Executive Committee accepts no responsibility for any loss or damage suffered by the Members no matter how incurred.
- 3.6 The Executive Committee, having taken all the relevant circumstances into consideration, shall be entitled to suspend or expel any Member whose conduct is considered to be unacceptable or detrimental to the interests and purposes of the Club. Before taking such a decision the Member concerned shall be entitled to make representations to the Executive Committee. An appeal for reinstatement may be made at the next Annual General Meeting or at a Special General Meeting requested under the provisions of rule 9.

4. EXECUTIVE COMMITTEE

- 4.1 The Club shall be managed and administered by an Executive Committee, chosen from the Members of the Club, who shall, in accordance with the principles of this Constitution, endeavour to run the Club efficiently and effectively on behalf of all the Members.
- 4.2 The Executive Committee shall consist of the following three Officers:
- President (Chairman)
 - Secretary
 - Treasurer
- No one person shall hold more than one of these roles at the same time.
- 4.3 The Executive Committee shall be elected at an Annual or Special General Meeting. Existing members of the Executive Committee shall be eligible for re-election. The tenure of existing members of the Executive Committee shall expire at the end of the Annual General Meeting of the Club.
- 4.4 A quorum for a meeting of the Executive Committee shall be that the three Officers shall be present. The Executive Committee shall be entitled to co-opt Members to fill any vacancies and such Members shall have full voting rights.
- 4.5 The Executive Committee shall be entitled to invite other Members or non-Members to attend meetings where specialist or expert advice is required and such invitees shall not have any voting rights.
- 4.6 A Member may, because of exceptional services on behalf of the Club, be considered at an Annual General Meeting to be elected as an honorary Life Vice-President

5. ANNUAL GENERAL MEETING-PRINCIPLES

- 5.1 An Annual General Meeting shall be held not later than 20th August.
- 5.2 A quorum shall be 10 Members or 50% of the Membership whichever is the less.
- 5.3 The primary business of the Annual General Meeting shall be:
- A. Minutes of the previous AGM.
 - B. Matters arising (if any).
 - C. Presentation of reports by the President Secretary, Treasurer, Team Captains and other relevant reports
 - D. Consideration and approval of the audited account of the Club.
 - E. Determination of the Subscription for the following year.
 - F. Approval of capital or exceptional expenditure for the following year.
 - G. Election of the Officers of the Executive Committee
 - H. Election of all other Club Officials (eg Team Captains, Auditor).
 - I. Any other business for which notice has been property given.
- 5.4 Minutes shall be published by the Secretary within 30 days.

6. ANNUAL GENERAL MEETING-CONDUCT

- 6.1 The date of the next AGM shall be set at the previous AGM. The Secretary shall confirm the date of the AGM at least 28 days prior to that date.
- 6.2 Any proposal to be included in the agenda of the Annual General Meeting must be received by the Secretary in writing or by email at least 21 days prior to the date of the meeting.
- 6.3 The Secretary shall issue to all Members, in writing or by email, the agenda of the Annual General Meeting at least 7 days prior to the meeting.
- 6.4 New proposals put forward for consideration at the Annual General Meeting without prior notice as required above will not be accepted unless the President with absolute discretion considers the proposals have exceptional merit

- 6.5 A simple majority of Members present and voting at an Annual General Meeting shall determine all issues that require a vote. The President shall exercise a casting vote in the event of a tie.

7. MEMBERSHIP SUBSCRIPTIONS

- 7.1 With the exception of an honorary Life Vice-President and or Members holding the titles of FIDE Grandmaster and FIDE International Master, all Members shall pay an annual Subscription.
- 7.2 The amount of the Subscription and discounts - if any - shall be determined at the Annual General Meeting.
- 7.3 The Subscription shall become due on the day following the Annual General Meeting.
- 7.4 Where a Subscription is due and has not been paid by 31st October the appropriate Member shall normally be reminded by the Treasurer, and if the Subscription is not paid within a further 14 days, their Membership of the Club will be deemed to have lapsed and the Member will not be eligible to represent the Club in any matches.
- 7.5 Junior Members shall be under 18 years of age on 1 May.
- 7.6 New Members shall pay a pro rata Subscription determined by the Treasurer.

8. FINANCE AND ACCOUNTS

- 8.1 Only the Treasurer may incur expenditure on behalf of the Club, consulting with the other Officers of the Executive Committee as appropriate.
- 8.2 No Member of the Club shall commit or enter into any financial arrangement involving the Club without the prior written approval of the Club's Treasurer. Otherwise that Member will be personally liable for the expenditure unless and until subsequently approved by the Treasurer or Executive Committee.
- 8.3 The Treasurer and Secretary shall ensure the Club is adequately insured for public liability and for the Club's chess equipment and trophies. [Current insurance is through the English Chess Federation].
- 8.4 The audited accounts shall be presented by the Treasurer to the AGM and shall be made available for inspection by Members who did not attend the meeting.
- 8.5 Upon completion of the audit an Account Statement shall be prepared by the Club's Treasurer for presentation to the Annual General Meeting.
- 8.6 A Member seeking reimbursement of expenses must submit a claim in writing and attach the relevant receipt to the Treasurer within 2 calendar months of the date on which the expenditure was incurred and in any case no later than 14 days prior to an Annual General Meeting.
- 8.7 The financial year of the Club shall be 1 May to 30 April (as the AGM is generally held in June).

9. SPECIAL GENERAL MEETING

- 9.1 The Secretary shall summon a Special General Meeting with notice of 14 days either on the instructions of the Executive Committee or the formal ratification of not less than 10 Members or 50% of the Membership whichever is the less.
- 9.2 The summons for a Special General Meeting shall include a clear statement of the reason for the meeting, at which no other business shall be permitted.
- 9.3 A quorum shall be 15 Members or 50% of the Membership whichever is the less.
- 9.4 Minutes shall be published by the Secretary within 30 days.

10. AMENDMENTS TO THE CONSTITUTION

- 11.1 Amendments and additions to this Constitution shall be made only at an Annual General Meeting or a Special General Meeting of the Club in accordance with the procedures for such General Meetings stated above.
- 11.2 Any proposed amendments or additions shall require a majority of two-thirds of those eligible to vote of the quorum present at such a General Meeting.

11. DISSOLUTION

- 12.1 The Club may be dissolved by at least two-thirds of the Members of the Club voting for such dissolution at an Annual General Meeting or a Special General Meeting of the Club. This shall include a determination of the disposal of the assets of the Club after all liabilities have been met
- 12.2 If a motion for the dissolution of the Club is to be proposed at an Annual General Meeting or a Special General Meeting, when notice of the meeting is given, this motion shall be specifically referenced.