

Ruddington Bowls Club Constitution. (As amended at the October 2022 AGM)

- 1 The **name** of the Club is The Ruddington Bowls Club.
2. Its **objective** is to promote the game of bowls in the village of Ruddington and district.
3. The affairs of the Club are administered by an **Executive Committee** whose members are elected to office at the Annual General Meeting. This Committee will comprise the following: The Honorary Secretary, the Treasurer, the Fixtures Secretary, the Publicity and Recruitment Secretary, all League Captains, and four members of the Club to include at least one lady and one member of the Competitions Committee. The Chair of the Executive Committee will be elected by the newly formed Committee at its first meeting after the AGM.
- 4 Two thirds of the Executive Committee might constitute a **quorum** and take appropriate action should a situation arise when action has to be taken quickly and it is not possible to meet as a full Committee.
5. All **cheques** paid by the Club must be signed by the Treasurer and one of two nominated members. Only two need to sign.
6. The Club will be **affiliated** to the Notts Federation Bowling League, the LCBC, the Corson League, and the Rushcliffe Ladies Trophy League. Members are expected to comply with the rules of these associations when participating in matches either as individuals or on behalf of the Club.
7. To qualify for **membership of the club**, an applicant must be proposed and seconded by existing members of the club; an application form to be completed, and together with the annual fee - submitted to the Club Secretary, who will circulate by email to members of the committee for noting and decision within 7 days. An applicant can play as a guest until the decision of the committee is received.
8. **Subscription** rates will be agreed at the AGM but may be amended by the Executive Committee in the light of changing circumstances. Existing members must pay their subscription by the 31st May. If not paid by that date they will not be considered for selection for any Club match or competition, and will not be allowed to use the facilities of the Club in preparation for external competitions. In the case of new members the subscription must be paid before they can be registered with Notts Federation and the LCBC. The subscription for new members will be one fifth of the full rate for each month remaining in the season with no subscription payable for the first complete month.
9. The **AGM** will be held between 15th September and 31st October each year, to elect officers, captains and members to the committee to conduct the business of the club. The date of the AGM will be displayed in the club house and circulated by email, at least 30 days prior to the meeting. Items for the agenda must be submitted to the Secretary at least 7 days prior to the meeting.
10. An **Extraordinary Meeting** of the Club may be called by any member provided this is supported by at least 25% of the membership. Any such request must be given to the Secretary who will endeavour to call such a meeting within 14 days of the receipt of the request. The Executive Committee may also call an Extraordinary Meeting if it is considered to be in the interests of the Club. Seven days notice will be given if such a meeting is proposed.
11. If any member wishes to register a complaint about any matter which affects the organisation and running of the Club it should be submitted in writing to the Secretary. This will then be referred to the Committee for its consideration.
12. If it should be necessary to take disciplinary action against any member, this will be done in accordance with guidelines issued by Bowls England

October 2022.