

E.L.O. CONSTITUTION

1. The Club shall be called EAST LOTHIAN ORIENTEERS (hereinafter referred to as the Club).
2. The objects of the Club shall be devoted to the promotion of orienteering. The Club shall be affiliated to British Orienteering and the Scottish Orienteering Association.

3. MEMBERSHIP

- 3.1. The membership shall consist of the following categories :-
 - a) Senior
 - b) Junior
 - c) Family
 - d) Group
 - e) Honorary
- 3.2. Membership fees shall be as agreed by each Annual General Meeting.
- 3.3. 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.

4. MANAGEMENT

- 4.1. The affairs of the Club shall be conducted by an Executive Committee which shall consist of the officers of the Club plus at least 2 other members.
- 4.2. The officers of the Club shall consist of Chairperson, Secretary and Treasurer. The Committee shall be elected annually at the Annual General Meeting. If the post of any officer or other committee member shall fall vacant after such an election, the Executive Committee shall have power to fill the vacancy.
- 4.3. All Committee members shall be members of the Club.
- 4.4. The Club shall have an up-to-date Child Protection Policy and a Child Protection Coordinator. The Child Protection Coordinator shall be appointed by the Committee.

5. GENERAL MEETINGS

5.1. ANNUAL GENERAL MEETING

The Club shall hold an Annual General Meeting within 4 calendar months following the end of the accounting year, currently 31 August, to :-

- 5.1.1. Approve the minutes of the previous year's A.G.M.
- 5.1.2. Receive reports from the Chairperson and the Secretary.
- 5.1.3. Receive a report from the Treasurer and approve the annual accounts
- 5.1.4. Receive a report from the examiner of the accounts.
- 5.1.5. Elect the Executive Committee.
- 5.1.6. Consider changes to the constitution.
- 5.1.7. Appoint the examiner for the Club accounts.
- 5.1.8. Deal with other relevant business.

5.2. EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting shall be called by an application in writing to the Honorary Secretary supported by at least 5 members of the Club. The Executive Committee shall also have power to call an Extraordinary General Meeting by the decision of a simple majority of its members. All members of the Club shall be given at least 14 days notice of an Extraordinary General Meeting along with an agenda.

5.3. NOTICES

At least 14 days notice shall be given to all voting members of any Annual General Meeting.

5.4. VOTING

5.4.1. All senior club members, whether individual or family, shall be entitled to 1 vote. Honorary members, junior members and groups do not have a vote.

5.4.2. With the exception of changes to the constitution, decisions put to a vote shall be resolved by a simple majority of voting members at General Meetings.

5.4.3. The Chairperson of the Club shall hold a deliberative as well as a casting vote.

5.5. QUORA

The quorum at General Meetings shall be 5 voting members. The quorum for Committee Meetings shall be 3, of which 1 shall be an executive member.

5.6. CHANGES TO THE CONSTITUTION

5.6.1. Any change to the constitution shall require a two-thirds majority of those present and eligible to vote at a General Meeting.

5.6.2. Notice shall be given to all voting members of any General Meeting as specified in 5.3. and any proposal to change the constitution shall be submitted in writing to the Secretary at least 15 days prior to the meeting.

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

6. FINANCE AND ACCOUNTS

6.1. The financial year shall run from 1st September to 31st August each year.

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

6.3. The accounts shall be audited by an independent person who is not a committee member and who shall be elected annually by the Annual General Meeting.

6.4. All withdrawals of club funds shall be signed by the Treasurer and either the Chairperson or the Secretary.

7. BYE-LAWS

The Executive Committee shall have the power to publish and enforce such bye-laws as they feel necessary to govern the activities of the Club.

8. DISSOLUTION

In the event of the dissolution of the Club any assets thereof shall not be distributed amongst the members of the Club in any way whatsoever but shall be passed to the Scottish Orienteering Association for distribution for the furtherance of orienteering.