



CONWY COAST DEAF **GOLF SOCIETY**

CONSTITUTION

RULES

1. NAME

The name of the Society shall be "**CONWY COAST DEAF GOLF SOCIETY**" (The Society).

2. AIMS AND OBJECTIVES OF THE SOCIETY

2.1 The aim of the Society is to encourage and promote the Sport of Golf amongst Deaf people in the geographical areas of North Wales and North-West England.

2.2 The objectives of the Society are:

- (i) to organise golfing days in a friendly welcoming environment.
- (ii) to encourage Deaf people to be involved in golf.
- (iii) to provide opportunities for training and development for Deaf people wishing to partake in the game of golf.
- (iv) to develop activities to celebrate the landmark anniversaries.

3. MEMBERSHIP

3.1 Membership of the Society shall be open to any individuals who are Deaf, CODA (Child of Deaf Adults) and people who are in a long-term relationship with a Deaf Adult. (Deaf – People who are Culturally Deaf with Sign Language as a prime mean of communication).

3.2 Membership of the Society shall be conditional on adherence to the Constitution of the Society.

3.3 Annual subscription shall be from individual player and supporter membership, such fees to be determined by the Committee and then ratified at the Annual General Meeting. All membership fees are payable on the first day of January in each year and any individual whose membership has not been paid, shall be allowed the privileges of the Society.

4. COMMITTEE

- 4.1 The Committee shall conduct the general policy of the Society and to administer and manage the Society according to the Constitution.
- 4.2 In the Committee shall be three main Officers: Chair, Secretary and Treasurer. And up to five others in specific specialist roles (Vice-Chair, Membership Secretary, Social Media, Fundraising, Golf Handicap).
- 4.3 The Committee shall hold at least four ordinary meetings each year. A Special Meeting can be called by three members of the Committee provided that a minimum of fourteen days' notice to notify the other Committee members along with the details off the business to be discussed.
- 4.4 The Chair shall chair meetings. In the absence of the Chair, the Vice-Chair will act as Chair off the Committee. In the absence of both the Chair and Vice-Chair, the Committee will choose one of their members.

5. ELECTION OF OFFICERS AND COMMITTEE MEMBERS

- 5.1 The Officers and Committee Members shall be elected from the membership at the Annual General Meeting, and shall be effective immediately after the Annual General Meeting.
- 5.2 Officers and Committee Members shall be elected for a term of three years and will be eligible for re-election at the Annual General Meeting at which his or her term comes to an end.
- 5.3 The Committee may fill a vacancy on the Committee and the person appointed to fill in the vacancy shall hold office until the following Annual General Meeting.
- 5.4 The proceedings of the Committee shall not be invalidated by any failure to elect an Officer or Committee Member, or by any defect in the election, appointment, or co-option of any Member.
- 5.5 The election of Officers and Committee Members will be conducted by a secret ballot at the Annual General Meeting. Votes shall be counted by tellers to be appointed by the meeting.
- 5.6 All nominations for election shall have a proposer and seconder, who must be Members of the Society. In writing to Secretary One month before or use

form from the Secretary and send to him/her one month before or at the Annual General Meeting.

6. GENERAL MEETINGS

- 6.1 The Society shall meet at least once in every financial year. Additional meeting may be called by the Society or the Committee.
- 6.2 The business of the Annual General Meeting shall include the election of Officers and Committee Members, the appointment of auditor or independent financial examiner, the presentation of the Annual Report and audited accounts, to receive motions from members and any other business as may be deemed necessary.
- 6.3 Notice of each General Meeting shall be sent to each Member at least twenty-one days prior to such General Meeting.
- 6.4 The Chair of the Society may at any time at his or her discretion call an Extraordinary General Meeting or Special General Meeting.
- 6.5 An Extraordinary General Meeting may be called within 28 days of receipt of a written request signed by not less than 10 Members and sent to the Secretary. Reasons for the request must be given with the request.
- 6.6 The Chair may invite any other persons who are not a Member to attend and speak at a General Meeting but not to vote at the meeting.
- 6.7 A quorum for General Meeting of the Society shall be not less than half the Members, including the Officers.
- 6.8 If within one hour from the time appointed for the General Meeting a quorum is not present, it shall be adjourned to another date at any place as the Committee may determine, unless it is a General Meeting and shall not be inconsistent with the provisions of this Constitution.
- 6.9 The Society shall have the power to change the rules for the Society. Such changes shall be subject to agreement by the Society in a General Meeting and shall not be inconsistent with the provisions of this Constitution.

7. PROCEDURE AT GENERAL MEETINGS

- 7.1 Minutes shall be kept of all General Meetings by the Secretary after signed as a true record of the proceedings by the Chair.
- 7.2 Every Member shall have one vote.
- 7.3 All questions arising at any meeting shall be decided by simple majority of those present and entitled to vote. In the event of equality of votes the Chair shall have a casting vote.
- 7.4 Except for elections of Officers and Committee Members (see Clause 5.5.) voting shall be by open indication unless the Chair or a majority of those present at the meeting decide that some other methods is more appropriate.

8. FINANCES

- 8.1 The financial year of the Society shall run from 1st January to 31st December.
- 8.2 All monies raised by or on behalf of the Society shall be applied to further the aim and objectives of the Society and not otherwise provided that nothing herein contained shall prevent the payment in good faith for repayment of reasonable out-of-pocket expenses.
- 8.3 The Treasurer shall keep proper accounting records of the finances of the Society, which shall be available for inspection by appointment, on request to the Treasurer in writing.
- 8.4 The accounts shall be audited at least once a year by a suitably qualified auditor or independent financial examiner who is not a Member of the Society.
- 8.5 A bank account shall be in the name of the Society, and all monies received by the Society must be paid into the Society's bank account.
- 8.6 The Chair, Treasurer, Secretary and one other Committee member shall be authorised to sign cheques and submit online payment on behalf of the Society. All cheques and online payments shall be signed/submitted by not less than two of the four authorised signatories. In event of any two of the three Officer posts being vacant, the Committee shall nominate a Committee Member to act as a signatory for the time being until the vacant Officer post or posts are filled.

9. LIABILITY

- 9.1 The Society accept no liability or responsibility whatever for any injury accident or illness sustained by Members and their guests or employees at any time howsoever caused whether by their own act neglect or default or by the act neglected or default of anyone whatever (including but not limited to the act neglect or default of another Member or of any Officer or employees of the Society) or from any other cause.
- 9.2 The Society accepts no liability whatever for any damage injury or loss to personal property of the Members guests or employees at any time howsoever caused whether by their own act neglected or default or by the act neglected or default of anyone whatever (including but not limited to the act neglect or default of another Member or of any Officer or employees of the Society) or from any other cause.

10. ALTERATION TO THE CONSTITUTION

- 10.1 The Constitution may be amended by a resolution passed by not less than two thirds of the Members present and voting at a General Meeting, provided that no deletion of or amendment to Clause 2.1 hereof maybe made.
- 10.2 Proposals for amendments of the Constitution shall be sent to the Secretary in writing not less than eight weeks prior to the date of a General Meeting, and the proposal must include the reason of the alteration.

11. DISSOLUTION

- 11.1 The Society may be dissolved at any time by a two-thirds majority vote of all paid-up Members at any General Meeting.
- 11.2 In event of the Society being dissolved, any assets remaining upon dissolution shall, after the payment of proper debts and liabilities, be disposed of by the Committee as it thinks fit.