



## Reading Joggers Club Constitution

### General

1. Reading Joggers (The Club) is based at Beansheaf Community Centre, Charrington Road, Calcot, Reading, Berkshire RG31 7AW. It is a Running and Social club.
2. **Effective date**
  - I. The principles laid out herein were adopted as the Constitution of the Club for a trial and consultation period by those present at the committee meeting on the 8<sup>th</sup> July 2019, they will be formally adopted by a vote of all members present at the AGM to be held in Spring 2020.
3. **Purpose of the Club**
  - I. To provide members of all abilities with the opportunity to participate in, promote, develop, and enjoy running and associated activities within an inclusive, safe and supportive environment.
  - II. To provide structured coaching designed to support members who wish to improve their running ability and take part in races of any distance.
  - III. To affiliate with a recognised athletic sport's governing body and its subsidiary organisations governing athletics in the Reading area.
4. **Club policies**
  - I. Membership
    - a. The Club will remain impartial, offering equal rights and opportunities to all members, regardless of sporting ability. Note that for the current format (July 2019) Tuesday group run sessions a minimum requirement of being able to comfortably run 5 miles at 12 min/mile pace is recommended for the efficient running of the session.
    - b. Membership of the Club will be open to anyone on application, regardless of race, sex, age, disability, sexual orientation, religion, other beliefs or sporting ability.
    - c. However, the Club may limit membership according to available facilities on a non-discriminatory basis or if the Committee is aware of factors that supersede the policy of being open to all.
    - d. The membership secretary shall consider every candidate for membership, which shall admit that person to membership unless, does so would be contrary to the best interests or good conduct of the Club.
    - e. The Club does not target any particular size of membership and does not seek specifically to grow or reduce the size the Club.
    - f. Individuals who wish to become members of the Club must apply using the electronic Membership application form approved by the committee.
    - g. The Club does not include a junior section; members should be at least 16 years age.
    - h. By becoming a member of the Club, every member agrees to abide by the Club's Constitution and Rules.
    - i. Life members will ordinarily be granted only in recognition of a significant personal contribution to the Club's affairs.

- j. Social members, will be granted if a member no longer wants affiliation with England Athletics.

#### **5. Membership subscription fees**

- I. Membership fees shall be determined by the Committee, with due regard to the forecast outgoings of the Club, and be reported to the AGM.
- II. The Club operates a membership year running from 1<sup>st</sup> April to 31<sup>st</sup> March. The membership fee for each year comprises two components:
  - a. The Club membership subscription fee
  - b. The sport governing body's membership subscription fee
- III. Ordinary members shall pay their subscription fees via England Athletics by the end of June. Other payment methods are available as contingency, but strongly discouraged.
- IV. If payment is not completed by this date the individual will have to reapply as a new member (this will come into effect from June 2020).
- V. Members may resign from membership at any time by notice to that effect given to the Membership Secretary. A member who resigns shall not be entitled to any refund of subscriptions in respect of the remaining period. England Athletics membership can be transferred to another eligible club.
- VI. The Club has no control over the fees levied by the sport governing body and passes the fee to affiliated members without mark-up in the year that the fee is changed.

#### **6. Sport governing body**

- I. The Club shall affiliate with a recognised sport governing body. Whilst it is not mandatory for members to affiliate as athletes with the governing body, the Club will encourage members to do so.
- II. The Club shall comply with the policies of the sport governing body with which it affiliates.

#### **7. Organisation**

- I. The Club shall provide coaching for all of its members, regardless of running ability.
- II. The Club shall sponsor volunteers to become coaches to obtain coaching qualifications recognised by the sport governing body and ensure that coaches officiate at only those coaching sessions for which they hold a current, recognised qualification.
- III. The Club aspires to provide a safe and respectful environment in which all members may enjoy running and the facilities and activities provided by the Club.
- IV. Management of the affairs of the Club shall be vested in a Committee of volunteer members, the actions and decisions of which shall be reported to the whole membership.
- V. A ballot held at the AGM shall decide membership of the Committee annually.
- VI. Minutes of Committee meetings shall be published so as to be accessible to members.

#### **8. Management**

The management and administration of the Club shall be entrusted to members who have been democratically elected to the Committee in accordance with the Club Rules.

The Executive Officers of the Club shall comprise:

- I. Chairperson. The Chairperson shall direct the business of the Committee, including convening a Committee meeting every 6 to 8 weeks.

- a. The Chairperson shall preside over General Meetings and act as official spokesperson for the Club. In the event of any poll or referendum ending in a tie, the Chair shall have the casting vote.
- II. Treasurer. The Treasurer shall conduct the financial affairs of the Club. The Treasurer's duties shall include attending the Committee meeting to report on and seek approval for the day-to-day running of Club finances.
  - a. The Treasurer shall prepare and present to the Annual General Meeting a report on the preceding year's business that shall include a statement showing all income and expenditure, which shall be verified and approved by an independent auditor appointed by the Committee and ratified by the membership.
- III. General Secretary. The General Secretary shall record the Club's business, keeping the minutes of the Committee and General Meetings. The Secretary shall deputise for the Chairperson when necessary.
- IV. The three executive officers shall perform all other duties required of them in the best interests of the Club and in accordance with the Club Rules.

#### **9. Committee.**

- I. The Committee shall comprise of the following, each of who shall be elected at the AGM and serve as a Committee member until the following AGM.
  - a. Membership Secretary. Keeping records of members' details, collecting subscriptions, processing membership applications.
  - b. Social Secretary. Coordinating all social functions and events approved by the Committee
  - c. Website manager, ensures website it up to date. This role is treated as 'non-attending' for meeting purposes
  - d. Kit Manager. Ensuring kit is available in response to demand.
  - e. Club Captain. Organises leaders / events for Tuesday evening outruns.
- II. The Committee shall have the delegated authority to co-opt additional members onto the Committee, either to substitute for an elected member who resigns mid-term, or becomes unavailable for a substantial period, or to supplement the skills and capacity available within the elected Committee.
- III. Following its election, a new Committee shall meet to decide upon the organisational structure it will adopt to discharge its duties for the coming year. The exact structure they adopt will be influenced by the skills and availability of the elected members and the likely issues that the Committee expects to confront.
- IV. A quorum of five members shall be required to take a binding decision. 2 Officers and 3 other committee members
- V. Performing duties other than those above to enable the Club to function.
- VI. The Officers shall remain in office for a term of one year after election until the next AGM when they will be eligible for re-election. Officers/Committee Members should serve a maximum of three years.

#### **10. Disciplinary procedures**

- I. The Club shall not tolerate the physical or mental abuse, harassment, discrimination or defamation of any of its members during or subsequent to Club events.

- II. Any member may be disciplined or excluded from membership of the Club if his/her conduct has been, or is likely to be, prejudicial to the interests of the Club. Exclusion will be agreed by resolution of a majority of at least 2/3 of those present and voting at a properly convened Committee Meeting and at which no fewer than 3 are present.
- III. Such member shall have one month's clear notice of the Committee meeting sent to him/her with details of the case against them. The member shall be entitled to attend the meeting and be heard in defence, but shall not be entitled to be present at the voting or take part in the proceedings other than as the Committee shall permit. If the member is a member of the committee he/she is not entitled to vote.

#### **11. Dissolution of the Club**

- I. In the event that the Club intends to cease operation permanently, an Extraordinary General Meeting shall be called by the Chairperson to present to the members the rationale for dissolution. If it is agreed that dissolution cannot be avoided, all assets material and pecuniary owned by the Club shall, at the discretion of the EGM, be donated to the club charity and/or other charities and/or to other local sports clubs, as agreed by a majority vote of the members present.