

Constitution

A - Name of Club

- 1) The Club shall be called the "Berwick-upon-Tweed Bridge Club".
- 2) The Club shall be a social and bridge club for ladies and gentlemen.
- 3) The Club season shall be from 1st September to 31st May, of the following year.

B - Membership

- 1a) The Membership shall consist of Honorary, Ordinary, and Temporary Members.
- 1b) The Club shall consist of all members of above categories at the date of adoption of this constitution.
- 2) Honorary Members shall be appointed by the Club at a general meeting. They shall be persons who have rendered special service to the Club or to Bridge.
- 3a) Ordinary Members shall be ladies or gentlemen appointed by the Committee on application in writing by the person concerned. Ordinary members alone shall have a stake in the funds and properties of the club. Only ordinary members will be allowed to vote on any motion before a club meeting. Only ordinary members will be eligible to serve on club committees.
- 3b) When the committee have approved a new member the person concerned shall be notified that after fourteen days they will become a member of the club, on payment of an enrolment fee of £1, plus the annual subscription ruling at that time.
- 4) Temporary Members shall be ladies or gentlemen who are visiting the district and wish to use the club. They may be admitted by an office-bearer of the club for a period of one month. Temporary membership is limited to a period of three months in any club year. A special subscription shall be fixed for temporary membership, and shall be payable in advance.
- 5) Any member wishing to change their type of membership must make application on the approved membership form and their application will come before the committee in the same way as for an original application for membership.
- 6) The committee shall have full power to refuse membership without giving any reason for doing so.
- 7) The committee shall have power to suspend any member of the club, after being asked to appear at a meeting, whose conduct appears to the committee not to be in keeping with the character, interest or good order of the club or who acts in defiance of the constitution or by-laws. An extract from the minutes of the committee suspending the member shall be copied out and sent by Registered Post to the person concerned giving the reason for the suspension. Suspension may be for a period of up to one year, any subsequent action will be taken by the club in general meeting.

C - Office Bearers

- 1) A President, an Honorary Secretary, an Honorary Treasurer and an Honorary Competition Secretary shall be elected for the ensuing year at the A.G.M. of the Club from the ordinary members of the Club and shall be eligible for re-election provided that no person shall hold the office of President for more than three consecutive years.

- 2) In the event of the Club President being re-elected for a second consecutive year in office there shall be elected simultaneously from the ordinary members of the Club a Vice-President who shall serve on the Committee and shall be eligible for election as President the following year.
- 3) The Honorary Secretary and Honorary Treasurer may hold joint office.
- 4) All elections shall be by votes of the members present.

D - Management

- 1) The management of the affairs of the club shall be vested in the committee.
- 2) The Committee shall consist of the President, the Vice-President, the Immediate Past-President, the Honorary Secretary, the Honorary Treasurer, the Honorary Competition Secretary and six ordinary members of the Club. The Immediate Past-President shall only serve on the Committee for one year.
- 3) Five members of the committee shall form a quorum.
- 4) Ordinary members of committee shall be elected by ballot at the A.G.M. of the club from the ordinary members for a maximum period of three years.
- 5) Two members of committee shall retire annually and shall not be eligible for re-election to the committee until expiry of one year.
- 6) The committee shall have power to co-opt members to fill vacancies occurring in its number in the course of the year and to co-opt additional members to carry out any special duty requiring to be undertaken.
- 7) The committee shall meet whenever summoned by the President. They shall meet at least once in each quarter of their year of office.
- 8) The President shall preside at all committee meetings whom failing the members present shall appoint a chairman to preside.
- 9) The chairman at a committee meeting shall only have a casting vote.
- 10) The committee shall have power to appoint from its members sub-committees to assist in running the club. The sub-committees shall be responsible to the parent committee and shall report to it at each meeting.
- 11) The Honorary Secretary shall keep full and correct minutes of all proceedings at meetings of the club and shall keep similar minutes of all committee meetings. He shall keep a list of members of the club duly amended as alterations occur. He shall be responsible for keeping all the club records.
- 12) The Honorary Treasurer shall keep correct accounts and books showing the financial state of the club and a record of all intromissions of the club. He shall be responsible to the committee for all financial matters. He shall present a financial statement at each ordinary meeting of the committee.
- 13) At the end of the financial year the Honorary Treasurer shall present to the committee a properly audited statement of accounts and balance sheet ready for presentation at the A.G.M. of the Club.
- 14) The committee shall have power to make regulations and bye-laws and orders for the proper conduct of the club. These shall be binding on every member of the club until rescinded or altered by the committee or by members in a General Meeting of the club.

- 15) No proposal which has been voted on by the committee shall again be brought before the committee for a period of six months unless at the express wish of two-thirds of the members present.
- 16) The committee shall appoint any delegates to other bodies to which the club is affiliated other than to the E.B.U. and S.B.U.

E - Meetings of the Club

- 1) The annual general meeting of the club shall be held during the month of May in each year.
- 2) Club subscriptions shall be due on the 1st September each year.
- 3) No member shall be entitled to be present at the annual general meeting as long as any contributions, subscriptions or other sum due to the club is unpaid.
- 4) The committee shall have powers to call a general meeting of the club at any time on giving ten days' clear notice to members in writing.
- 5) The committee shall be bound to call a meeting of the club within 21 days on receiving a requisition signed by at least fifteen ordinary members. Any such requisition shall state the object of such meeting.
- 6) If the committee fail to call such a meeting as requested the members who signed the requisition may themselves convene an E.G.M.
- 7) At meetings of the club, twelve members shall form a quorum.
- 8) All meetings of the club must be called by circular posted to ordinary members giving at least ten days' notice of meeting together with agenda.
- 9) At all meetings of the club in the event of an equality of votes on any motion, the chairman shall have only a casting vote.
- 10) At the meetings of the club the President will preside and whom failing the meeting shall elect a chairman from the members present.
- 11) At the A.G.M. of the club a qualified auditor shall be appointed to audit the books for the coming year.
- 12) The A.G.M. shall appoint the delegates to E.B.U. and S.B.U.

F - Subscription

- 1) The subscription for the coming year will be fixed at the A.G.M. each year.
- 2) If any member's subscription is unpaid at 1st October it shall be subject to a late subscription surcharge of 25p.
- 3) If any member's subscription is unpaid at 31st October (after notice of default) in any year they shall cease to be a member of the club.

G - Property, etc

- 1) The property effects and monies of the club shall belong to the ordinary members of the club during membership equally but the right and interest of every member shall be personal and limited to himself or herself and shall not be assignable or arrestable or pass to heirs or

executors. The property effects and monies shall be vested in the office-bearers and committee and their successors in office.

H - Resignation

- 1) All resignations must be in writing and must be in the hands of the Honorary Secretary by 1st September, after which all on the roll of members shall be liable for their annual subscription.

J - Dissolution of the Club

- 1) The club may at any time be dissolved upon a vote of two-thirds of members present at any meeting of the club called for that purpose.

K - Alteration of the Constitution

- 1) No alterations to the foregoing constitution shall be made except at the A.G.M. or at an E.G.M. called for that purpose and the notice calling such meeting shall state in full the alterations proposed to be made but no such alterations shall take effect until it is carried by two-thirds of those present voting in favour of the alterations. Notice of any proposed alterations of this constitution must be made in writing to the Honorary Secretary at least fourteen days previous to the date of the general meeting of the club.