



BERKSHIRE ORIENTEERS – CONSTITUTION

1. Title and Objectives

The Club shall be called Berkshire Orienteers, abbreviated to BKO. It's objectives are to promote, encourage and participate in the sport of orienteering as defined by the rules of the British Orienteering Federation.

2. Membership

The members will comprise those who have paid the appropriate annual subscription, which shall be agreed at each AGM. Membership may be refused or terminated at any time by the Committee if, in their opinion, membership/continued membership would be prejudicial to the interests and/or running of the club, or in contravention of this constitution. Members whose membership it is proposed to terminate shall have the right to appeal to an Extraordinary Committee Meeting (ECM). Members not appearing before such an ECM within one month of notification will have no right of appeal. All members joining the club shall be deemed to accept the terms of this constitution and any bye-laws which may, from time to time, be adopted by the club.

3. Management

The affairs of the club shall be conducted by an Executive Committee which shall meet and act as required for the efficient conduct of club business. An appropriate officer shall record the business of all meetings and the names of those present.

The Committee shall be elected at the AGM and shall consist of six honorary officers, viz. Chairman, Secretary, Fixtures Secretary, Treasurer, Development Officer and Membership Secretary together with four further members. Up to two other club members may be co-opted to the Committee for a term of office. At a meeting of the Committee a quorum shall consist of five Committee members of whom at least two shall be officers.

4. Finances

The financial year of the club shall run from 1st January to the 31st December each year. The accounts shall be balanced at the 31st December each year and be subject to an official audit by auditors agreed by the club members. These audited accounts shall be submitted to the club members at the subsequent AGM. Signatories for cheques written against club funds shall be the Treasurer and two other officers as agreed by the Committee. Cheques shall be signed by any single signatory, unless the sum exceeds £1000, in which case any two must sign.

5. Annual General Meeting

The club will hold an Annual General Meeting (AGM) within two months of the end of the financial year. The purpose of this meeting will be to hear reports from the officers, approve the accounts,

elect officers and Committee members for the coming year, consider any proposed changes to the constitution or bye-laws and deal with any other business relevant to the operation of the club.

6. Extraordinary General Meeting

An Extraordinary General Meeting (EGM) shall be called by either the Committee or by application to the Secretary in writing by any club members supported by at least 15 other members of the club.

7. Notices

Any amendment to the constitution shall be proposed to the Secretary at least 30 days prior to the AGM or EGM. The agenda of the AGM or EGM shall be sent to all members of the club at least 14 days before such meeting. Proposed changes to the constitution shall be circulated at the same time as the agenda.

8. Voting

All decisions put to the vote shall be resolved by simple majority, both at General and Committee meetings. The quorum for Committee meetings is as given in section 3. For EGMs and AGMs a quorum will be deemed to be 15 members.

9. Dissolution

If the Committee resolves that the club is no longer a viable proposition they shall call an EGM of the members to consider dissolution. All members of the club shall be notified of the meeting and the reasons why the Committee consider the club is not viable. This notice shall be issued at least 14 days prior to the meeting. In the event of dissolution being approved, any assets of the club shall not be distributed to the members. They shall be used to further the original aims of the club i.e. the promotion and encouragement of orienteering. The way in which this is to be done is to be decided at the aforesaid meeting.

Bye-Laws

1. The Executive Committee shall meet at least four times a year. The Annual General Meeting shall not be deemed a meeting of the Executive Committee.
2. In the event of the Club being given any monies for a specific purpose, that sum shall be treated as a separate entity and will be paid into the existing BKO Concorde Account. All withdrawals from this account will be agreed and signed for by the Treasurer and one other, as defined in Clause 4 of this constitution.

Constitution approved at AGM February 2001 and Bye-laws at Committee meeting March 2001

Amendment to Clause 4 approved at EGM, 21st July 2004.

Amendment to Bye-Law 2 approved at Committee meeting, 22nd July 2004

Amendment to Clause 3 approved at AGM, 10th February 2011