

# KINGDOM OF FIFE ORIENTEERS

## CONSTITUTION

1. Name  
The name of the club shall be Kingdom of Fife Orienteers.
2. Object  
To encourage and promote participation in the sport of orienteering based on Fife, under the auspices of the Scottish Orienteering Association and the British Orienteering Federation.
3. Membership  
The Club is open to anyone who participates or is interested in participating in orienteering on payment of the appropriate membership fee.
4. Officials
  - 4.1 The Club may appoint, at its Annual General Meeting, an Honorary President.
  - 4.2 The Club shall appoint, at its Annual General Meeting, a Committee consisting of the following: -
    - 4.2.1 Chairman
    - 4.2.2 Secretary
    - 4.2.3 Treasurer
    - 4.2.4 Up to three other members.
  - 4.3 All Committee Members shall be paid-up Club Members and active orienteers.
5. Management
  - 5.1 The Committee shall meet at least four times per year, and as often as necessary for the efficient conduct of Club business.
  - 5.2 A Meeting may be called by any two Committee Members.
  - 5.3 The Quorum shall be three Committee Members.
  - 5.4 Where necessary the Committee may fill any vacancies which may arise, co-opt person(s) to its number, appoint sub-committees.
  - 5.5 Decisions require a simple majority of those present at a Meeting. In the event of a tied vote, the Chair shall decide the issue.

6. Finance

- 6.1 The Financial Year of the Club shall run from 1 January to 31 December following.
- 6.2 An audited statement of accounts shall be prepared at the end of each Financial Year and submitted to the following A.G.M.
- 6.3 Cheques drawn on the Club's bank account shall be signed by any two of the Treasurer, Secretary and Chairman, and details of any payments shall be available for scrutiny by any Member.
- 6.4 Membership fees for each year shall be decided at the A.G.M.

7. Club Meetings

- 7.1 The Committee shall call an Annual General Meeting, not later than the 28<sup>th</sup> February each year.
- 7.2 Special Meetings may be called by any three Committee Members, or by any five Club Members.
- 7.3 Notice
  - 7.3.1 The Secretary shall issue a Notice to all Members at least three weeks before the date of any A.G.M. or Special Meeting.
  - 7.3.2 The Secretary shall send an agenda and details of proposed amendments to the Constitution to all Members at least two weeks before a Club Meeting.
  - 7.3.3 Members calling a Special Meeting or proposing changes to the Constitution or items for the Agenda must notify the Secretary in writing at least one week before the due date of issue of the relevant Notice.
- 7.4 A Quorum at an A.G.M. or Special Meeting must comprise at least 25% of the paid up Club Membership. Of those attending, there must be at least 2 committee members and 3 non-committee members. A voting member is defined as a member over the age of 16. This definition should be subject to periodic review.
- 7.5 Decisions by vote at an A.G.M. or a Special Meeting require a simple majority of those voting. Postal votes received at the Secretary's address before the day of the Meeting shall be accepted.

8. Alterations to the Constitution

Changes to the Constitution require a decision by vote at an A.G.M. or at a Special Meeting called in accordance with Clause 7.

9. Dispersal of Funds

In the event of dissolution of the Club, any assets thereof shall be donated to the Scottish Orienteering Association

10. Safeguarding Children & at-risk Adults

10.1 Kingdom of Fife Orienteers agrees to adopt the up-to-date British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.

10.2 All individuals involved in orienteering through Kingdom of Fife Orienteers, in any capacity, are deemed to have assented to and abide by and adhere to the British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.

10.3 Both Kingdom of Fife Orienteers and its members agree to abide by the final outcome of any disciplinary and appeal proceedings.