



## **RAVENS BOAT CLUB CONSTITUTION**

**(Last Amended December 2009)**

1. The Club shall be called the “Ravens Boat Club”. Its motto shall be “Nos Socil Volamus” (as one we soar). Its colours shall be blue, green and white. The official club dress and keys to the shed shall be obtainable on taking membership of the Club. The design and any changes thereto must be agreed to by a two thirds majority of members.
2. The Club shall have for its objects the teaching and practicing of its members in the art of rowing. The Club will have the power to raise and administer funds and purchase, hire, insure or dispose of equipment or other property, moveable or immovable, for the furtherance of such objects.
3. The officer bearers of the Club may consist of the following:
  - 3.1 The Management Committee (if needed):
    - 3.1.1 Club Captain;
    - 3.1.2 Treasurer;
    - 3.1.3 Secretary, if needed;
    - 3.1.4 Ladies Captain if needed;
    - 3.1.5 Mens Captain.
  - 3.2 The Executive Committee:
    - 3.2.1 Club President;
    - 3.2.2 Honorary President or Club Captain;

### 3.2.3 Treasurer.

- 3.3 Nominations for the positions of the Committees shall be called for prior to the Annual General Meeting. Each nomination is required to have a proposer, seconder and acceptance by the nominee. If more nominations than the required number for each position are received, a secret ballot by the members present at the Annual General Meeting shall be conducted. The above officer-bearers shall hold office for a period of one year and the maximum period they may hold continuous office shall not exceed:
- 3.3.1 Club Captain: 3 years;
  - 3.3.2 Treasurer: 3 years;
  - 3.3.3 Secretary: 3 years;
  - 3.3.4 Masters Captain: 3 years;
  - 3.3.5 Ladies Captain: 3 years;
  - 3.3.6 Mens Captain: 3 years;
  - 3.3.7 President: Unlimited provided he is voted in;
  - 3.3.8 Honorary Members: Unlimited.
- 3.4 Any office-bearer serving the full continuous period must automatically retire for a minimum period of twelve (12) months before again accepting office.
4. The Management Committee who shall meet not less than (6) times per annum shall manage the affairs of the Club. The Executive Committee shall meet not less than 3 times per annum, at the Club Annual General Meeting plus two other Management Committee meetings.
- 4.1 Whilst the Management Committee is responsible for the day to day affairs of the Club, the Executive Committee shall form an advisory role in conjunction with the Management
  - 4.2 If no Management Committee is formed, the Executive shall be responsible for the affairs of the Club.
5. The Club's calendar year will run from 1<sup>st</sup> January to the 30<sup>th</sup> December.
6. For the purpose of approving the financial accounts for each year, receiving annual reports, electing the Committees and carrying out any other business required the Annual General Meeting of the Club shall be held within 3 (three) calendar months of the end of its financial year.
7. All Club members are expected to attend the Annual General Meeting.
8. The Secretary or President shall convene a Special General Meeting of the Club when requested by two (2) members of the Management

- Committee, or on request by at least 5 (five) paid up Club members in writing, stating the object of such proposed meetings.
9. At all General Meetings 6 (six) shall form a quorum.
  10. The Secretary shall give at least 10 days' notice in writing to every member, of an Annual General Meeting and for all Special General Meetings. In the notice convening a Special Meeting, full particulars shall be given of the object for which such a meeting is being called.
  11. At all meetings the Club Captain shall occupy the chair. In the event that the Captain is unable to attend either the Ladies or Men's Captain shall stand as chairperson.
  12. Membership fees shall be proposed by the outgoing Management Committee and shall be adopted by the Club at the Annual General Meeting. Club members are required to pay their membership fees in full according to the Club's Annual fee structure.
  13. The Management Committee shall receive and approve applications for membership.
  14. New members shall receive a copy of the constitution and any by-laws and shall be sent an account by the Treasurer before use of the Club's property. It is obligatory for the new member to purchase Club attire along with their membership.
  15. All subscriptions are to be paid within the calendar year of the current season. Such payment of membership fees shall be considered as a member's direct acknowledgement and compliance of the Rules and Regulations of the Club.
  16. The Club shall affiliate itself to and pay dues as required to the following:
    - 16.1 Rowing South Africa (RowSA);
    - 16.2 Gauteng Rowing Association (GRA);
    - 16.3 Regatta entry fees;
    - 16.4 Roodeplaat overnight fees.
  17. The funds of the Club shall be used to purchase boats and equipment of hire of the same and also to defraying the necessary and current expenses of the Club.
  18. The Club reserves the right to charge Rack Rental fees to all privately owned boats stored on Club premises. Only boats of members may be stored on the Club premises.

19. No member of the Club shall remove or loan any boat, equipment or any article deemed property of the Club from the boathouse without the express permission from a member of the Committee.
  - 19.1 No boat, not the property of the Club, shall be allowed in the boathouse without the permission of the Executive Committee. The Club, however, shall not be liable for any loss or damage occurring to the property of such person or member of the Club arising from any other causes whatsoever.
  - 19.2 All expenses incurred by the willful or negligent loss or damage to any of the property of the Club shall be borne by the member responsible. Other members, providing the complaint is made in writing and is handed, duly signed, to the Executive Committee. Such member shall have the right to appeal to a General Meeting of the Club against the decision of the Executive Committee. Notice of intent must be handed to the Secretary within 14 (fourteen) days of the Executive Committee's decision.
20. All members of the Club shall uphold the good name of the Club and not take any action to bring the Club's standing into disrepute. The Committee shall hear any complaint against any member and take whatever action it so desires against that or any other member providing the complaint is made in writing and is handed, duly signed, to the Committee.
  - 20.1 Such member will retain the right to appeal any Committee decision at a Special General Meeting called for such a purpose. Notice of intent to appeal must be handed in to the Club Secretary within 14 (fourteen) days of the Committee's decision.
21. No alteration, amendment or addition shall be made to any of these Rules except at the Annual General Meeting or a Special General Meeting called for that purpose. Alterations, amendments or additions can only be passed by a majority vote of two to one (2:1) with no fewer than 50% of members voting. The notice calling for such General Meetings shall set forth the proposed alternation, amendment or addition.