

**SEAFORD BRIDGE CLUB CLUB
CONSTITUTION
January 2022**

NAME OF THE CLUB

The club shall be known as The Seaford Bridge Club, hereinafter referred to as “the Club”.

AIMS

1. To provide appropriate facilities for the playing of duplicate bridge for the people of Seaford and surrounding areas in a friendly atmosphere.
2. The Club shall be managed in a democratic manner by an elected Committee for the benefit of all members.

MEMBERSHIP

1. Any person wishing to join the Club shall apply for membership by completing an application form and forwarding it to the Membership Secretary.
2. Applicants will be expected to play as visitors or guests over a period of time.
3. Applicants should normally play no more than ten times before their application is formally considered.
4. The Committee will: invite the applicant to become a member; invite the applicant to become a member-in-waiting; reject the application.
5. When an applicant is accepted as a member their membership shall commence on payment of their subscription.
6. If an application is rejected, the reason will be given in writing in the form of a letter signed by the Chairperson.
7. All members over the age of ninety when their subscription becomes due will be given free Life Membership
8. All members are deemed to have accepted the regulations of this Constitution
9. The Committee will keep a register of members which will include details of their names, addresses and contact details.

CATEGORIES OF MEMBERSHIP

1. Members are those who have paid their annual subscription.
2. Members-in-waiting are those who have been approved for membership by the Committee but are waiting for a vacancy to become available. They will not be asked to pay the annual subscription until such a time as a vacancy becomes available. In the meantime they will pay twice the amount of the table money. Subject to table capacity, there is no restriction on the number of times they can play
3. Guests are players who have been invited to play by members of the Club. They will pay twice the amount of the table money.
4. Visitors are generally players not known to members of the Club. They may be accepted at any session on introduction to a Committee member. They will pay twice the amount of the table money.

In the event of there being more than 60 persons (15 tables) wishing to play in one session the

director, in conjunction with a Committee Member, will:

- Give priority to members
- If more than 60 members wish to play, give priority to the first 60 to arrive
- Anyone wishing to play should arrive at least 15 minutes prior to the start of play

MANAGEMENT

1. The management of the Club shall be vested in an elected Committee consisting of three Officers, namely: Chairperson, Secretary, Treasurer, and up to five other committee members. In the event of a tied vote the Chairperson should have a second or casting vote.
2. The Committee shall be elected at the Annual General Meeting (AGM) of the Club, and shall retire annually at the ensuing AGM, but shall be eligible for re-election.
3. It is recommended that Committee members should serve for no more than 3 consecutive years.
4. Nominations for the posts of Officers or Committee members shall be in writing and shall be signed by the person nominated and also a proposer and a seconder, both of whom shall be members of the Club (other than Committee members).
5. Nominations must reach the Secretary no later than two weeks prior to the date of the AGM.
6. No member of the Club shall simultaneously hold more than one office.
7. In the event of a vacancy arising during the year in the office of Officer of the Club, the Committee shall choose one of their number to fill such a vacancy until the ensuing AGM
8. The Committee shall have the authority to fill any other vacancies which occur during the year and to co-opt sub committees (which may include members of the Club who are not members of the Committee) Co-opted members will have no voting rights.
9. The Committee has the authority to caution, suspend or withdraw membership of the Club from any member. Such action must be the result of a unanimous decision by the Committee. The reason will be given in writing in the form of a letter signed by the Chairperson
10. The Committee shall have the authority to make and enforce bye-laws which shall be posted on the Club's noticeboard and BridgeWebs site and remain in force unless revoked either by the Committee or by a majority of members at a General Meeting (GM)
11. Any suggestions or complaints regarding the Club and its members should be submitted in writing to a member of the Committee and shall be considered at the next Committee Meeting.

GENERAL MEETINGS

1. All GMs will be held at a venue determined by the Committee.
2. The Chairperson, if present, shall chair all GMs. In the Chairperson's absence, some other member of the Committee, approved by a majority of those present at the GM, shall chair the meeting.
- 3 Notice of all GMs of the Club shall be given to members no later than two weeks prior to the date fixed for the meeting.
4. Any member may propose a motion to be discussed at a GM providing that a written notice is given to the Secretary no later than two weeks prior to the date fixed for the meeting.

5. Any member may suggest an item for discussion under Any Other Business (AOB) providing that a written notice is given to the Secretary no later than two weeks prior to the date fixed for the meeting.
6. A quorum at an AGM or an Extraordinary General Meeting (EGM) shall be four members of the Committee, including two officers, and 25 other members.
7. Voting at GMs shall be by a show of hands, and in the event of a tied vote, the Chair of the meeting shall have a second or casting vote.
8. Approval of any resolution not involving a change to the Club Constitution shall require a simple majority of those present at the GM.
9. The Club Constitution may be altered following a vote at a GM. Any changes require the approval of two-thirds of those present at the meeting.

ANNUAL GENERAL MEETINGS

The Club's year shall run from 1st January to 31st December, and an AGM shall normally be held each January for the purpose of:

1. Receiving reports from Officers.
2. Receiving audited accounts.
3. Electing Officers and members of the Committee.
4. Ratifying the amount of the Club's annual membership subscription.
5. Ratifying the amount of the Club's table money.
6. AOB Notice of any business of a non-routine nature shall be given to members at least two weeks prior to the meeting.

EXTRAORDINARY GENERAL MEETINGS

An EGM may be called:

1. At any time by the Committee by posting a notice on the Club's noticeboard as well as informing by email those members who have submitted an email address to the Club. At least two weeks notice shall be given before the meeting.
2. Following a written request to the Secretary, stating the purpose of the meeting and signed by at least 10 members. Such a meeting shall be called by posting a notice, including an agenda, on the Club's noticeboard as well as informing by email those members who have submitted an email address to the Club. Such a meeting will take place within four weeks of receipt of such a request.

SUBSCRIPTIONS

1. Annual subscriptions shall become due following the AGM and should be paid within one calendar month of the meeting.
2. New members are required to pay the full annual subscription on joining the club, regardless of when that is.
3. Members shall pay table money on each occasion that they are asked to pay, ideally, with the Voucher system. Cash may also be used.
4. Non-members shall pay twice the amount of the table money.
5. Payment of Subscriptions should ideally be made by Bank Transfer to include the Members name as the reference. Payments made by cash or cheque should be given to the Treasurer (or in his absence the Secretary).

MEMBERS' BEHAVIOUR

Members of the Club shall be required to conform to the standards of fair play, courtesy and personal deportment as described in the Club's documents on Bridge Etiquette and Good Practice. The Committee may suspend the membership of any member who infringes the Club Constitution or whose conduct is considered detrimental to the Club. The question of further action, if any, shall be considered by the Club Committee, when the member concerned may make representations, in writing or in person, if he/she wishes to do so. The Committee's decision will be final.

LIABILITY OF THE CLUB

The Club shall not be responsible for any loss, damage or injury sustained by or caused to any member, guest or visitor while attending the Club. All members shall be equally responsible for any liabilities incurred during their time of membership.