

Shropshire Archery Society

Constitution

1) **Title.**

The Society shall be called “Shropshire Archery Society”.

2) **Funds.**

The funds and property of the society shall be vested in the Chairman, Secretary and Treasurer for the time being.

3) **Objects.**

The object of the Society shall be to encourage and promote all aspects of archery within Shropshire.

4) **Affiliations.**

The Society shall be affiliated to;
West Midlands Archery Society (WMAS)
ArcheryGB (AGB)

5) **Membership.**

Members and junior associated members of AGB resident in Shropshire may become members of the society on payment of the appropriate subscription, fixed at the Annual General Meeting.

Membership is also extended to the Schools Archery Association within the county and to clubs and individuals from outside the county at the discretion of the Council.

Only adult members aged 18 years and over are eligible to vote at a general meeting, ie annual or extraordinary.

All members must be affiliated to AGB.

6) **Council.**

The Society shall be governed by a Council which may comprise of the following who shall serve in an honorary capacity.

President, Chairman, Vice-Chairman, Secretary, Treasurer, two Regional Representatives, Records officer, Coaching organiser, Tournament liaison officer, Public Relations officer, two delegates from each affiliated club and other officers as the Council may from time to time determine.

The President, Chairman, Secretary and Treasurer shall be appointed annually at the AGM of the Society.

No time limit on period of service.

A member may serve in more than one capacity.

If, during the year, a vacancy arises in an office within the Society, the vacancy may be filled by an existing officer following the election of that officer by the Council. The officers shall, in addition, have to power to co-opt a member to fill such a vacancy.

The Council shall meet at least bi-monthly during the year.

A Quorum shall consist of representatives of three affiliated clubs and eligible to vote being present at the commencement of the meeting.

7) **Power to act.**

In the case of emergency the Chairman, Secretary and Treasurer shall together confer and have full power to act and such matter must be fully reported to the next Council meeting of members.

8) **Voting.**

Each senior affiliated club shall have two votes and only representatives in attendance and aged 18 or over may vote at a council meeting.

Each Junior affiliated club shall be entitled to one vote. Representatives to be in attendance and aged 15 or over.

Voting shall be by;

- i) Show of Hands.
- ii) By secret ballot should a majority of members so decide. A vote to decide a secret ballot shall be by show of hands.

The chair should have a casting vote only. The secretary and treasurer are not entitled to a vote.

9) Majority.

A proposition shall be carried on a simple majority of the votes cast by those entitled to vote.

10) Sale of property.

No sale of property owned by or held in trust for the Society shall be made without a 75% majority decision in favour by those attending a Council meeting and being entitled to vote.

11) Purchases.

Purchase must be made through the Council and Treasurer and must be for the use of the Society only. Property used other than by the Society is at the discretion of the Council.

12) Annual General meeting (AGM).

The AGM is to be held in March of each year and shall only take place if the Chairman, Secretary and Treasurer or their nominee with reports are present. A 30minute time slot only will be given if an officer is unavoidably delayed.

- i) If affiliations are not paid by the due date it will be deemed that members have resigned and will therefore not be eligible to shoot under AGB rules.
- ii) Procedures for calling the AGM and matters relating thereto;
 - a) The Honorary Secretary shall send a written notice of the meeting, a copy of the minutes of the previous AGM and nomination papers for the election of officers at least 28 days prior to the agreed date for the AGM to secretaries of affiliated clubs.
 - b) Nomination papers for office shall be returned to the Secretary not less than 14 days prior to the AGM.
 - c) Members wishing to nominate for an office shall gain the consent of the nominee prior to submitting a nomination.
 - d) Only in the event of no nominations being received for a particular office (or offices) may nominations be made by members present who are entitled to vote at the AGM.
 - e) The recommended order of business at the AGM shall be;
 - 1) Apologies.
 - 2) Minutes of previous AGM.
 - 3) Matters arising therefrom.
 - 4) Chairman's report and matters arising.
 - 5) Secretary's report and matters arising.
 - 6) Treasurers report, presentation of accounts and matters arising.
 - 7) Election of officers.
 - 8) Appointment of auditor.
 - 9) Motions.
 - 10) Any other urgent business (at the discretion of the chair).
 - 11) Date and venue of the next AGM.

The chairman of the AGM shall be the Honorary President of the Society who shall have a casting vote only.

A record of the attendance of members at Council meetings shall be published at the AGM.

13) Extraordinary General meeting.

An extraordinary general meeting may be called by the Hon. Secretary as follows;

- i) on the instruction of the Council

- ii) on the written request of four or more senior members.

14) Finances.

The Shropshire Archery Society's financial year shall run from 1st February to 31st January each year.

- i) All cheques shall bear two signatures, one of which shall be the treasurer and the other a council member agreed by the council.
- ii) All affiliated members shall be required to pay such membership fees as the AGM may decide upon, such fees to be paid by 31st August each year for the following year.
- iii) Where a fee payable to a body to which the Society is affiliated is increased, such increase must be implemented automatically as required by that body.
- iv) For the furtherance of the object of the Shropshire Archery Society the Council may authorise expenditure out of the Society's funds.
- v) In the interest of the Society monies due to the Society must be collected with the minimum of delay and accounts paid to creditors promptly.
- vi) The treasurer shall keep proper books of accounts and shall advise and report to the Council on all financial matters and shall present to the AGM an audited statement of accounts.
- vii) An auditor shall be appointed annually at the AGM.

15) Amendments.