

County of Worcester Archery Association

Rules & Constitution

Title

1. The Association shall be called "County of Worcester Archery Association".

Objects

2. The objects of the Association shall be to encourage and promote the sport of archery within the County of Worcestershire ("County").

Membership

3. Membership of the Association shall be open to all ordinary and associated members of the Grand National Archery Society (hereinafter referred to as Archery GB) who are resident in the County or who are members of archery clubs located in the County and shall commence upon payment of the appropriate subscription. Membership shall be conditional on valid current membership of Archery GB being held and on there being no arrears of subscriptions outstanding.
4. Persons of either sex may be members of the Association and members under the age of eighteen on the date on which subscriptions are due shall be eligible for membership as "junior members".

Subscriptions

5. The annual subscription payable by members of the Association shall be determined at the Annual General Meeting (AGM) and shall become payable on the first day of October following the AGM. For the purpose of these rules, any member whose subscription is not paid by 1 October shall be deemed not to be an associate member of the Association until the arrears are paid.

Committee

6. The management of the Association shall be deputed to a Committee consisting of Officers of the Association and the delegates representing each affiliated club within the County. Each such club may appoint two delegates to serve on the Management Committee. The officers shall be elected annually at the AGM to serve until the following AGM, such term of office commencing at the conclusion of the AGM. The Officers shall be:-

- President
- Chairman
- Vice-Chairman
- Secretary
- Treasurer
- Records Officer
- Fixture Secretary
- Team Manager
- Coaching Representative
- Two delegates to represent the County on the Council of the West Midlands Archery Society.

7. In the event of a vacancy occurring on the Committee, the Committee shall have the power to appoint any ordinary or junior member to fill such vacancy, but the proceedings of the Committee shall not be invalidated in consequence of there being less than the prescribed number of members.
8. The Committee shall have the power to co-opt additional members as it may deem necessary. Such co-opted members shall not have power to vote at meetings of the Committee. The Committee shall also have power to appoint such sub-committees as it may deem necessary.
9. The Committee shall meet on not less than four occasions during its term of office. A quorum of the Committee shall consist of five officers or members. The Committee may, at its discretion, allow other members affiliated to the Association to be present and to speak at its meetings, but such other members shall not be permitted to vote at these meetings.

Accounts

10. The Association's financial year shall be from 1st October to the following 30th September, both dates being inclusive. The Treasurer shall maintain records of all financial transactions made by the Association and shall submit to the members in AGM an account of those transactions. The accounts shall be audited annually prior to presentation to the AGM. An Auditor shall be appointed at the AGM and their term of office shall last until the conclusion of the following AGM.
11. The Association shall keep such bank or other accounts as shall be deemed necessary by the Committee. Cheques and other withdrawals from such accounts shall be signed by any two of the following officers:-
 - Chairman
 - Secretary
 - Treasurer

General Meeting

12. The Annual General Meeting shall be held each year in November.
13. An Extraordinary General Meeting may be convened at any time at the discretion of the Committee or on written request of not less than twenty associate members.
14. At any General Meeting, a quorum shall consist of twenty associate members.

Voting

15. Election of officers of the Association and all other voting shall normally be by show of hands. At any meeting, a secret ballot may be held on any issue if five or more members present demand it.
16. In the event of a tie occurring in any election or ballot, the Chairman shall have a casting vote.

Notice of Meetings

17. Not less than seven days' notice shall be given for meetings of the Committee.
18. Not less than twenty one days' notice shall be given for General Meetings.

Minutes

19. The Secretary shall maintain a record of all business transacted at Committee and General Meetings. These minutes shall be approved at the next appropriate meeting and signed by the Chairman as a true record. The record shall be kept in a minute book which shall be made available for examination by any associate member upon his/her giving reasonable notice.

Changes to Constitution

20. Changes to these rules and constitution shall only be made at a General Meeting. Written notice of such proposed changes including the names of the proposer and seconder shall be submitted to the Secretary by post or email, not less than twenty eight days before the General Meeting. Changes shall not be made unless approved by not less than two thirds of the members present at the General Meeting.

Honorary Members

21. Honorary members may be elected at an Annual General Meeting. Nominations of persons for election as honorary members shall be submitted to the Secretary not less than twenty one days before the AGM, together with the names of the proposer and seconder.

Expulsion

22. If, in the opinion of the Committee, any individual or associate member is guilty of conduct which is considered detrimental to the Association or the sport of archery, the Committee shall have the power to expel that member from the Association without being called upon to state their reason to any but the person expelled.
23. The person expelled may demand that the expulsion be approved by an AGM of the Association and shall be entitled to be present and to be heard during any debate on the expulsion at the AGM.

Dissolution

24. The dissolution of the Association shall be approved by not less than three quarters of the members present at a General Meeting. Notice of the motion proposing the dissolution of the Association shall be given to members not less than twenty one days before the General Meeting at which the motion will be put. In the event of dissolution of the Association, all funds and assets shall, after settlement of any liabilities, be shared among the clubs located in the County in proportion to the number of associated members affiliated through those clubs.