



university of york | athletic union
Constitution Guidelines

The University of York Name of Club----- Constitution

The Club

Suggested:-What is the name of your club, how many teams and the minimum of members

Required to exist.

Objectives

Suggested:-The University of York ----- Club aims to promote the sport of ---- within the University, in a male, a female and in a mixed context, and to represent the University of York in BUSA and -----.

Membership

Suggested:-All members of the University of York ----- Club must be members of the Athletic Union, including non-student participants. The Club fee rests at £? per person. All members of the Club must abide by any rulings of the Athletic Union, and must obey Athletic Union rules at all times.

Equal Opportunities

Suggested:-The Club shall be an equal opportunities organisation.

Committee

Suggested:-All business of the University of York ----- Club shall pass through and be controlled by the committee which shall consist of ----- . The officers are elected by members of the Club at a quorate (50% of total membership) Annual General Meeting. The business of the Committee shall include: setting club subscriptions; purchase of equipment; discipline of members – Committee members are responsible for general upkeep of the Club. Committee members are responsible for general upkeep of the Club. Committee members must uphold any rulings or decisions made by the Athletic Union.

The Officers shall be:

President

Treasurer

Secretary

+ -----

President

Suggested:-The role of the President is to:

Represent the Club at Athletic Union General Meetings.

Organise and oversee the general running of the Club.

Promote the objectives of the Club.

Ensure the Club abides by regulations imposed by the Athletic Union.

Oversee the responsibilities of the Committee members.

Hold Committee meetings when appropriate.

Treasurer

Suggested:-The role of the Treasurer is to:

Manage the Club Annual Budget, especially in regard to match and subscription fees, transport costs, umpire costs, league membership and equipment costs.

Put in a claim, after liaising with the President, for the annual budget.

Manage the Club's own funds and abide by the Athletic Union's rulings regarding own funds.

Secretary

Suggested:-The role of the Secretary is to:

Minute the Committee meetings.

Election of Committee Members

Suggested:-Members may be nominated or may volunteer for positions on the committee.

Only club members of the University of York -----Club may hold a position on the committee.

All the positions shall be decided by a simple majority vote by those present and voting at a General Meeting.

The vote shall take place by written unseen ballot.

The President shall count the votes and is responsible for a fair election.

Officers are elected for one year or until the next AGM – whichever is soonest – but may be re-elected.

Handover

The University of York ----- club holds its elections in -----, with committee members assuming their roles at the start of the following academic year. Handover takes place throughout the -----.

All the members of the Club should be informed of a General Meeting with at least 7 days notice.

Eight members such form a quorum

A majority of two thirds is needed to pass a constitutional amendment or a simple majority if it is an ordinary motion.

Each member shall have one vote.

A General Meeting need not be quorate for decisions to be taken, but such decisions shall not be binding over any meeting or future committee.

Any member of the Club can require a General Meeting to be held provided they have the written support of five other members.

Annual General Meetings

Suggested:-The A.G.M shall be held in -----