
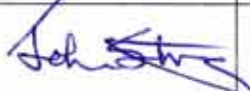




KILLIN GOLF CLUB CONSTITUTION

DOC REF.: KGC/CONSTITUTION ISSUE 1 JUNE 2015

		NAME	SIGNATURE	DATE
Reviewed and endorsed by:	Killin Golf Club Special General Meeting	N/A	N/A	23 June 15
Approved by:	Killin Golf Club Captain	Gordon Aitken		
Issued by:	Killin Golf Club Secretary	John Strang		

AMENDMENT RECORD

Issue	Amendment	Date of issue
1	Major revision to previous Constitution. See page 2 for details.	23 June 2015

Foreword

Following a review of the Killin Golf Club Constitution the Committee concluded that a major revision was required.

This was proposed and accepted during the Annual General Meeting held on 25 January 2015.

At the Committee meeting held on 18 February 2015, a sub-committee was appointed with terms of reference to review the current constitution and produce a revised document based on the Scottish Golf Union Model Constitution.

A revised Constitution (this document) was approved by members at a Special General Meeting held on Tuesday 23 June 2015.

The previous Constitution did not have a version control number so the newly approved Constitution is at first issue (Issue 1).

Issue 1 of the revised Constitution (this document) replaces the Constitution approved at the Annual General Meeting held on 23 January 2011.

Killin Golf Club Constitution

1. Name

- 1.1 The name of the Club shall be Killin Golf Club, hereafter referred to as 'the Club'.
- 1.2 The Club shall affiliate to the Scottish Golf Union, Scottish Ladies' Golf Association and Perth and Kinross Area Golf Association.

2. Objectives

- 2.1 The Club shall hold the following as its aims and objectives and shall strive to fulfil these aims and objectives at all times:
 - 2.1.1 To fulfil the general objectives and functions of a golf Club and sports Club and by undertaking such activities as may be reasonably necessary and/or incidental to such objectives.
 - 2.1.2 To generally promote the game of golf for the benefit of members and the local community.
 - 2.1.3 To promote and abide by the Rules of Golf as they are fixed from time to time by the R&A.
 - 2.1.4 To provide access to golf for players of all standards in a friendly and welcoming atmosphere that does not discriminate on the grounds of gender, age, race, religion or belief, sexual orientation or disability.
 - 2.1.5 To arrange competitions and matches for members.
 - 2.1.6 To lease and/or purchase land and/or equipment suitable for the purposes and functions of the Club.
 - 2.1.7 To sell and deal in alcohol, non-alcoholic drinks and other related products as well as refreshments, foodstuffs and golfing equipment in accordance with the provisions of any licensing laws and by obtaining the necessary statutory consents and licences for this.
 - 2.1.8 To appoint sub-contractors.
 - 2.1.9 To be a non-profit making Club with all profits and surpluses being used to maintain or improve Club facilities or to carry out the objectives of the Club.

3. Dissolution or Winding Up of the Club

In the event of dissolution or winding up of the Club:

- 3.1 No profit or surplus shall be distributed (other than to another non-profit making body on winding up or dissolution of the Club).
- 3.2 If upon winding up or dissolution of the Club there remains after the satisfaction of all debts and liabilities any property whatsoever this shall be transferred either to any association to which the Club is affiliated or, to some other organisation or organisations having objects similar to the Club. This organisation shall be determined by the members of the Club by resolution passed at a General Meeting.

- 3.3 In the event of there being a deficit on winding up, the liabilities of members to contribute to meet the deficit shall be determined by the law being in force.

4. Membership

- 4.1 The membership of the Club shall consist of a number of categories. Membership of all categories is based on the member being accepted by the Committee of the Club and that membership subscriptions at the published rates have been paid in full.

Membership category	Age at the start of each membership year (1 February)	Allowed to attend General Meetings*	Allowed to speak at General Meetings*	Allowed to vote at General Meetings*
Full	21 and over	Yes	Yes	Yes
Country (Note 1)	21 and over	Yes	Yes	No
Over 80	80 and over	Yes	Yes	Yes
Intermediate	18 - 20	Yes	Yes	Yes
Junior (Higher)	13 - 17	No	No	No
Junior (Lower)	12 and under	No	No	No
Friends	21 and over	No	No	No
Honorary (Note 2)	21 and over	Yes	Yes	Yes
Life	21 and over	Yes	Yes	Yes
Temporary (Note 3)	N/A	No	No	No

*General Meetings for the Club include the Annual General Meeting and Extraordinary General Meetings.

Note 1 – Country members shall also be members of another golf club and have their handicaps maintained by that club. Country members are eligible to play in Killin Golf Club competitions but shall not remove from the Killin Clubhouse any trophies they may win. The Committee may approve amendments to these requirements.

Note 2 – This is an honour conferred by the Club in recognition of outstanding service to the Club. Nominations may only be made by members or the Committee. Nominations shall be approved by members at a General Meeting.

Note 3 – Temporary membership is given to visitors who have paid the appropriate green fee. Temporary membership lasts during the period covered by the ticket purchased by the visitor and entitles the temporary member to use of the Club facilities for that period.

- 4.2 All members shall pay a membership subscription to play at the Club. The membership fee for each category of membership shall be proposed by the Club Committee and approved at the Annual General Meeting (AGM).
- 4.3 Membership is open to all and no application shall be refused on grounds of gender, gender reassignment, age, race, religion or belief, sexual orientation, marriage and civil partnership, pregnancy and maternity or disability. No application shall be refused on the grounds of political or other opinion. All new applications shall be reviewed and approved by the Committee.
- 4.4 All members joining the Club shall be deemed to accept the terms of this Constitution and Procedures adopted by the Club in particular including the requirement to conduct

themselves in accordance with any conduct rules, equality policy and disciplinary procedures.

4.5 Membership subscriptions shall be due on 1st February and shall be paid before the start date of the season. Where subscriptions are not paid by the start date of the season this shall result in the playing membership ceasing and loss of all Club privileges which shall include loss of any personal and public liability insurance protection associated with membership subscriptions.

4.6 The Club shall provide notice of subscriptions due including methods of payment available to members.

5. Management of the Club

5.1 A Management Committee (the Committee) shall be responsible for the management of the Club.

5.2 As determined by the Committee, there may also be a number of sub-committees of the Club. Examples may include but are not limited to:

- 5.2.1 Finance sub-committee
- 5.2.2 Marketing sub-committee
- 5.2.3 Disciplinary sub-committee (as required)
- 5.2.4 Appeals sub-committee (for disciplinary appeals as required)
- 5.2.5 Match and handicap sub-committee
- 5.2.6 House sub-committee
- 5.2.7 Greens sub-committee
- 5.2.8 Junior sub-committee

5.3 All sub-committee members shall be members of the Club.

5.4 The terms of reference for each sub-committee shall be set by the Committee.

5.5 Each sub-committee shall report to the Committee in accordance with their terms of reference.

5.6 Each sub-committee shall be governed by the Club Constitution and Procedures.

6. Composition and Responsibilities of the Committee

6.1 The Committee shall consist of the following office-bearers:

- 6.1.1 Club Captain
- 6.1.2 Ladies Captain
- 6.1.3 Secretary
- 6.1.4 Treasurer
- 6.1.5 Assistant Treasurer
- 6.1.6 Up to 8 ordinary members

6.2 The duties of the Club office bearers are documented in the Club procedure "Duties of Office Bearers", reference KGC/DOBP.

- 6.3 The Club Captain and Ladies Captain shall be elected at the Club AGM to serve for 2 [two] years and will not be eligible for re-election for at least one year.
- 6.4 The Treasurer, Assistant Treasurer and Secretary shall be elected at the Club AGM annually. An Assistant Secretary may be appointed at the discretion of the Committee.
- 6.5 All ordinary members of the Committee shall be elected at the Club AGM to serve for 3 [three] years. Such members of the Committee shall be eligible to stand for re-election for a second term of 3 [three] years. Election to any position on the Committee shall not be limited by or discriminated on the ground of gender, gender reassignment, age, race, religion or belief, sexual orientation, marriage or civil partnership, pregnancy or maternity or disability.
- 6.6 The Club shall operate at all times under the management of the Committee.
- 6.7 The Committee shall not have power to purchase, sell, or lease heritably property without specific authority of members at a General Meeting.
- 6.8 The Committee shall not commit the Club to expenditure of an extraordinary nature exceeding the limit set by any General Meeting.
- 6.9 The Committee shall have authority to borrow money on behalf of the Club within the limit set at a General Meeting. In security of such borrowing the Committee shall have authority to grant a Standard Security over all or any part of the heritable property and other assets of the Club.
- 6.10 The members of the Committee shall also be trustees of the Club and shall hold any property of the Club in their name and shall be entitled to be sued or sue as trustees of the Club. Committee members shall be indemnified by the Club where acting in good faith in their capacity as trustees of the Club.
- 6.11 The Committee shall hold regular meetings at not more than two monthly intervals and more often if required.
- 6.12 The Committee shall investigate complaints against members in accordance with the Club Disciplinary Procedure, reference KGC/DP.
- 6.13 The Committee shall investigate all other complaints in accordance with the Club Complaints Procedure, reference KGC/CP.

7. Extraordinary General Meetings

- 7.1 An extraordinary general meeting (EGM) may be called by the Committee or by 10 [ten] members of the Club putting forward a motion. Each EGM shall consider only 1 (one) motion. This must be submitted to the Secretary in writing.
- 7.2 At least 21 [twenty-one] calendar days notice of an EGM shall be given to members of the Club. All amendments to the motion at an EGM shall be sent in writing to the Secretary within 7 (seven) days of notification. The Secretary shall notify all members of any amendments as soon as possible after receipt.

- 7.3 The quorum for any EGM shall be 10% of Club members eligible to vote. Voting rights at EGMs are given in section 4.1 of this Constitution.
- 7.4 Any decisions shall be reached by a simple majority of the members present and eligible to vote at the meeting.

8. The Annual General Meeting (AGM)

- 8.1 The AGM shall be held once per calendar year and shall have as its main business:
 - 8.1.1 The presentation of the Office Bearer's Reports for the past year.
 - 8.1.2 The election of any Office Bearers and/or Ordinary Committee members.
 - 8.1.3 Approval of the minutes of the last AGM and any other General Meetings held during that year.
 - 8.1.4 Approval of the unaudited financial statements for the last financial year.
 - 8.1.5 To consider and approve any changes to the Constitution.
 - 8.1.6 To approve a figure for total Club borrowing for that year.
 - 8.1.7 To deal with any other relevant business.
- 8.2 An agenda giving notice of the AGM must be circulated to all Club members at least 21 [twenty one] calendar days in advance.
- 8.3 The quorum for any AGM shall be 10% of Club members eligible to vote. Voting rights at the AGM are given in paragraph 4.1 of this Constitution.
- 8.4 Voting on any matters shall be by simple majority of Club members present and eligible to vote at the meeting.
- 8.5 Whenever possible, nominations for office-bearers and ordinary Committee members should be notified to the Club secretary at least 3 [three] calendar days in advance of the AGM.
 - 8.5.1 Each nomination shall require one proposer who shall be a member of the Club.
 - 8.5.2 Elections shall be conducted on a simple majority of Club members present and eligible to vote. In the event of a tie the Chair shall have the casting vote in addition to their ordinary vote.
 - 8.5.3 Members unable to attend in person may vote by proxy in accordance with guidance produced by the Secretary.
 - 8.5.4 In the event of there being no nomination for a post within the stipulated time then nominations may be accepted at the AGM.
 - 8.5.5 In the event that no person is voted in to a post or in the event of resignation or retirement from a position, the Committee shall either co-opt a member or fulfil the duties until the post is filled.

9. Finance

- 9.1 The financial year shall run from 1 [one] November to 31 [thirty-one] October.
- 9.2 The Treasurer shall be responsible for securing the preparation of the Financial Statements for the Club and presenting these at the AGM in accordance with Club procedure "Duties of Office Bearers", reference KGC/DOB.P.

- 9.3 All cheques drawn against the Club's funds shall be signed by the Treasurer or the Assistant Treasurer or the Secretary in accordance with Club procedure "Duties of Office Bearers", reference KGC/DOBP.
- 9.4 All members of the Club shall be jointly and severally liable for the financial liabilities of the Club.
- 9.5 Procurement of products and services for the Club shall be carried out in accordance with the Procurement Procedure (KGC/PP).

10. The Constitution

- 10.1 The Constitution shall only be altered by consent of 2/3^{rds} (two thirds) of members present and eligible to vote at a General Meeting. Voting rights for members are given in section 4.1 of this Constitution.