

NOTTINGHAMSHIRE AMATEUR ATHLETIC ASSOCIATION

CONSTITUTION OF THE ASSOCIATION

1. NAME

- 1.1 The Association shall be called 'The NOTTINGHAMSHIRE AMATEUR ATHLETIC ASSOCIATION'.

2 TERMINOLOGY.

- 2.1 The athletic disciplines are Track and Field Athletics, Cross Country Running, Road Running, Race Walking, Fell and Hill Running.
- 2.2 In this Constitution the following words have the meanings set beside them:-
- 2.2.1 'Shall' and 'will' for instructions to be obeyed.
- 2.2.2 'Is' and 'are' for statements of fact.
- 2.2.3 'May' and 'might' for situations where guidance is given. .

3 OBJECTIVES OF THE ASSOCIATION

- 3.1 The objectives of the Association are the encouragement, promotion and satisfactory management of amateur athletics in the County.
- 3.2 These objectives are achieved by:-
- 3.2.1 Encouraging and assisting in the formation of clubs, leagues and associations.
- 3.2.2 Promoting annual Track and Field Athletics, Cross Country Running, Road Running and Fell Running Championships for all relevant age groups.
- 3.2.3 Organising and assisting in the promotion of competitions as the Association may decide.
- 3.2.4 The observation of United Kingdom Athletics (UKA) Articles of Association and Rules of Competition.
- 3.2.5 Undertaking responsibility for the coaching and development as decided by the Association
- 3.2.6 Fulfilling responsibilities laid down by the UKA and England Athletics.

4 MEMBERSHIP OF THE ASSOCIATION

- 4.1 The following are eligible for membership of the Association:-
- 4.1.1 Any Club, School, League or Association interested in amateur athletics whose headquarters are situated within the County and whose rules conform to the requirements of UKA.
- 4.1.2 Any individual person who is an amateur as defined by the UKA rules and has County qualifications in accordance with those rules.

5 ELECTION OF ORGANISATIONS AND INDIVIDUALS

- 5.1 Eligible organisations or persons wishing to become members of the Association shall, unless otherwise determined by the General Committee, make application in writing.

- 5.2 Applications for membership shall be considered by the Executive Committee and confirmed by the General Committee. Membership commences upon payment of an appropriate annual affiliation fee.
- 5.3 Acceptance for membership shall be by a simple majority of those present and entitled to vote.

6 MANAGEMENT OF THE ORGANISATION

- 6.1 The management of the Association shall be vested in a General Committee supported by Sub-Committees:-

6.2 General Committee

Membership of the General Committee shall consist of :-

- 6.2.1 The Executive Officers. There are the President, President Elect, Immediate Past President, Chairman, Hon. Secretary, Hon Treasurer and Welfare Officer.
- 6.2.2 Sub-Committee Chairman, Hon Secretaries and Team Managers.
- 6.2.3 Life Vice Presidents, Vice Presidents and Past Presidents.
- 6.2.4 Three delegates from each affiliated open club covering at least two disciplines. One delegate from each affiliated closed club, affiliated specialist club (i.e. one discipline) or affiliated association.

6.3 General Committee Meetings

- 6.3.1 The General Committee shall meet at least three times a year in addition to the AGM.
- 6.3.2 Minutes of the previous meetings and agenda for the next meeting shall be sent to all members at least 14 days prior to the meeting.
- 6.3.3 Twelve members shall form a quorum.

6.4 Sub-Committees

- 6.4.1 Sub-Committees shall be responsible to the General Committee for specific activities. The Association's Officers are ex-officio members of all sub-committees.

6.4.2 Executive.

This sub-committee shall consist of the Association's President, President Elect, Immediate Past President, Chairman, Hon Secretary, Hon Treasurer and Welfare Officer.

6.4.3 Finance

This sub-committee shall consist of the Association's Hon Treasurer, Chairman, Secretary and a representative from each sub-committee plus other members as set out in 6.4.4. Five members shall form a quorum.

6.4.4 Other Sub-Committees

The remaining sub-committees shall each consist of a Chairman, Secretary and at least three other persons plus Team Managers where appropriate. Members may be co-opted by each Sub-Committee.

- 6.4.5 Other Sub-Committees shall be:-
- Track and Field
 - Cross Country
 - Road Running

Coaching and Development
Officials
Fell Running

6.4.6 Additional Sub-Committees as the General Committee may consider appropriate.

6.5 Vacancies

6.5.1 In the event of a vacancy occurring among its officers and or Sub-Committees, the General Committee may appoint a substitute who shall serve until the following AGM.

7 EXECUTIVE OFFICERS OF THE ASSOCIATION

7.1 These shall consist of a President, President Elect, Hon Chairman, Hon Secretary, Hon Treasurer and Welfare Officer.

7.2 President.

7.2.1 The President will be confirmed in the role at the Annual General Meeting having been the immediate previous President Elect.

7.2.2 The President will serve for a term of two consecutive years.

7.2.3 The President shall not serve a term of office longer than two successive years, but is eligible for re-election four years after leaving office.

7.3 President Elect.

7.3.1 The President Elect will be elected bi-annually and hold office for two consecutive years. The position will be confirmed annually at the Annual General Meeting.

7.3.2 At the end of two years continuous office the President Elect will assume the role of President.

7.4 Other Executive Officers

7.4.1 A Chairman, Hon Secretary, Hon Treasurer and a Welfare Officer will be elected annually at the Annual General Meeting.

7.5 Nominations

7.5.1 Nominations will be sought bi-annually for the election of President Elect.

7.5.2 Nominations will be sought annually for Chairman, Hon Secretary, Hon Treasurer and Welfare Officer.

7.5.3 Nominations must be formally proposed and seconded by two individuals from an affiliated club or organisation or an individual member.

8 ANNUAL GENERAL MEETING

8.1 Frequency

An Annual General Meeting shall be held each year in the month of March. A notice giving the agenda, date, place and time shall be sent to all members at least 14 days prior to the meeting.

8.2 Propositions

- 8.2.1 Only propositions received by the Hon Secretary at least 28 days before the date of the AGM shall be included on the agenda.
- 8.2.2 Propositions must be proposed and seconded by two individuals from an affiliated club or organisation or an individual member.

8.3 Nominations

- 8.3.1 Only nominations for positions of, President Elect, Chairman, Hon Secretary, Hon Treasurer, Welfare Officer, Vice-Presidents and County Awards received by the Hon Secretary at least 28 days before the date of the AGM shall be voted upon.
- 8.3.2 Nominations must be proposed and seconded by two individuals from an affiliated club or organisation or an individual member.
- 8.3.3 Nominations for membership of Sub-committees will be accepted before or at the AGM.

8.4 Elections.

- 8.4.1 The President and President Elect will be confirmed at the Annual General Meeting as set out in 7.2 and 7.3.
- 8.4.2 A Chairman, Hon Secretary, Hon Treasurer, Welfare Officer, plus Chairman and Secretaries and Members of Sub-Committees shall be elected annually.

8.5 Quorum

A quorum shall be 12 members. Any member of affiliated clubs, schools, leagues, or individuals accepted as a member of the Association as set out in Rule 5 shall be eligible to attend an Annual General Meeting.

8.6 Agenda of the AGM

- 8.6.1 To receive the annual reports from the Association's Chairman, Hon Secretary, and each Sub-Committee's Hon Secretary.
- 8.6.2 To receive the annual financial accounts, balance sheet and the Hon Treasurer's report on the past year together with recommendations for the forthcoming year.
- 8.6.3 To agree any changes to the annual affiliation fees.
- 8.6.4 To elect the Executive Officers.
- 8.6.5 To elect Sub-Committee Chairman, Secretaries and Members.
- 8.6.6 To confirm two Auditors
- 8.6.7 To elect delegates to UKA and other Associations.
- 8.6.8 To make Awards.
- 8.6.9 To consider any proposals under Rules 8.2 and 14.

9 SPECIAL GENERAL MEETING

- 9.1 A Special General Meeting (SGM) of the Association may be called on the instruction of the General Committee, or within 28 days of the receipt by the Hon Secretary of a written request signed by a minimum of three affiliated clubs or six individuals who are members of affiliated clubs or Individual Members of the Association.
- 9.2 Such requests shall state the subject it is proposed to bring forward at the SGM.
- 9.3 The Hon Secretary shall notify in writing all members of such business at least 14 days before the SGM. No other business shall be transacted at such SGM.

- 9.4 A quorum shall be twelve members. Any member of affiliated clubs, schools, leagues, or individuals accepted as a member of the Association as set out in Rule 5 shall be eligible to attend a SGM.

10 VOTING AT AGM's, SGM's AND GENERAL MEETINGS

- 10.1 All persons eligible to attend the meeting are entitled to one vote. Proxy votes are not accepted.
- 10.2 Proposals shall be carried by a single majority of those present and entitled to vote.
- 10.3 The Chairman of the meeting shall have a casting vote.

11 HONOURS AND AWARDS

11.1 Life Vice –Presidents

A Life Vice-Presidency is the highest award the Association can confer and is given for outstanding active service over a number of years to athletics within the County. It is limited to ten persons at any one time.

11.2 Vice –Presidents

This honour is awarded to persons for their support to the Association.

11.3 County Badges

County Badges are awarded for services to athletics within the County.

11.4 Athletes of the Year

Awards may be made to athletes as and when the occasion merits.

12 AFFILIATION FEES

- 12.1 All affiliation fees decided at the AGM shall become payable on 1st April of that year.
- 12.2 Any Club, Association, School or Individual whose affiliation fee remains unpaid on 1st July following the AGM may be suspended or expelled from the Association at the discretion of the General Committee.
- 12.3 Until all its liabilities to the Association are discharged it shall not be entitled to send delegates to the General Committee or Sub-Committees nor participate in events or competitions organised by the Association.

13 AUDIT

- 13.1 There shall be an annual audit of the Association's accounts at the end of the financial; year, which shall be 31st December.

14 AMENDMENTS TO THE CONSTITUTION

- 14.1 This Constitution shall not be altered nor amended except at an AGM or SGM convened, vide Rules 8 and 9.

15 DISSOLUTION OF THE ASSOCIATION

- 15.1 To dissolve the Association a majority of two thirds, or more, of the members present and entitled to vote at an AGM or SGM shall be required for the resolution to be passed.

15.2 On dissolution the General Committee shall arrange that, after discharging all debts and liabilities, the remaining assets shall not be paid or distributed amongst the Members, but shall be given or transferred to some other voluntary organisation having similar objectives to the Association.

16 BANKING

16.1 The Association will maintain a bank account.

This amended constitution was adopted the AGM to be held on 19th March 2014.

*David Lisgo
Sec Nottinghamshire AAA*

20th March 2014