

OPEN UNIVERSITY GOLF SOCIETY CONSTITUTION

1 NAME OF THE CLUB

- 1.1 The Club shall be called The Open University Golf Society

2 AIMS OF THE SOCIETY

- 2.1 To promote the sport of Golf at the Open University
- 2.2 To provide Open University staff, their families and Associate members of the Open University Golf Society with the opportunity to engage in the sport of Golf within a friendly and inclusive environment.
- 2.3 To provide society members with the opportunity to play at a variety of local golf courses in friendly and sporting competition with other society members. These competitions are to be in a variety of formats designed to encourage the participation of all members, of whatever standard, in all competitions.
- 2.4 The Open University Golf Society exists to provide social and recreational facilities to staff, their families and associate members with an interest in golf, whether skilled low-handicappers or comparative beginners. We are committed to providing an inclusive culture in which all individuals are encouraged to participate and we believe that a diversity of membership will enrich the experience for all club members. We will make reasonable adjustments in order to meet the circumstances of those people who wish to be involved in the Open University Golf Society. We may at times be limited by prohibitive costs or other barriers, but we encourage individuals to talk to us about their needs and we will do what we can to meet these.

3 COMMITTEE

- 3.1 The committee shall consist of three officers and up to four other committee members. A quorum for a committee meeting shall consist of at least three committee members of which one shall be an officer. Under current arrangements (2009) two of the other committee members will be the Membership Secretary and the Minutes Secretary.
- 3.2 The Society's officers shall be: Chairman, Playing Secretary and Treasurer
- 3.3 All members of the Society are eligible to be members of the Committee, but only 'ordinary members' (see section 4) may be officers of the Society.
- 3.4 The committee shall be responsible for providing a programme of competitions throughout the year.
- 3.5 Officers and committee members shall be elected at one Annual General Meeting and hold office until the conclusion of the succeeding Annual General Meeting.
- 3.6 Ordinary or Associate members may nominate or be nominated for Officer posts or committee membership. Election shall be by show of hands. Nominations which have a proposer and seconder will be accepted up until the election.
- 3.7 If at any time an officer or committee member position becomes free, the Society committee may, by discretion leave the post vacant, appoint temporarily a member to the post, or call an ordinary General meeting to elect a new officer or committee member.

3.8 Committee meetings may be called by any officer of the Society (Chairman, Playing Secretary and Treasurer) or by any three committee members at least one week in advance, upon request to the Playing Secretary or Chairman.

3.9 Meetings shall be held at any time or place that is agreed upon by the Committee.

4 MEMBERSHIP

4.1 There shall be two categories of membership: "Ordinary" and "Associate".

4.2 Ordinary membership shall be open to all members of Open University staff and to former Open University staff.

4.3 Associate membership shall be open to the immediate families of Open University staff, ie spouse, partner, children or parents, as of right, and to the immediate families of retired members of staff.

Associate membership is also open to people who do not otherwise qualify for membership, at the discretion of the committee. The committee will determine if a maximum number of this latter category of Associate membership is permitted within the Society.

4.4 The committee shall have the right to reject an individual application for Associate membership, if it considers that acceptance of that application would not be in the interest of the Open University Golf Society.

4.5 All members, of whatever category, are entitled to vote at Society general meetings.

4.6 Membership fees for members shall be set annually by the Annual General Meeting.

4.7 The membership year shall begin on 1st March and end on the following 28th (or 29th) February.

5 GOVERNMENT

5.1 The controlling body and policy making body of the club shall be the General Meeting consisting of all Members of the Open University Golf Society who choose to attend. The quorum for General Meetings shall be 10% of membership.

5.2 The affairs of the club shall be administered between General Meetings by the Society Committee.

5.3 Notice of General Meetings shall be given to all members not less than four weeks in advance of such meetings. Notification in writing sent at appropriate time to all members shall be regarded as notice. For this and subsequent clauses within the constitution email is regarded as an appropriate medium for written communication.

5.4 Except where specifically excluded by this constitution, all members will be allowed to speak or vote on any matter raised at the General Meeting.

5.5 Minutes of all General Meetings will be taken by the Minutes Secretary and will be available to any member.

- 5.6 There shall be an Annual General Meeting held not less than eleven months and not more than fifteen months after the previous Annual General Meeting.
- 5.7 The Society committee may call Ordinary General meetings.
- 5.8 An Extraordinary General Meeting may be called by the committee or at the request of not less than one quarter of the membership. This request shall be made in writing to the Society's Minutes Secretary. Upon notification the Society Minutes Secretary shall call an Extraordinary General Meeting within five weeks. The business of the Extraordinary General Meeting shall only be that for which it has been called. The meeting shall be subject to Clauses 5.3, 5.4 and 5.5 of this constitution.

6 FINANCE

- 6.1 The Society's financial year shall run on the same timescale as the Open University's financial year.
- 6.2 The Treasurer shall be responsible for all financial matters and shall maintain accurate accounts for the club. The accounts shall be available on request to all members of the Society.
- 6.3 The accounts of the Society will be annually available for inspection by an external body.
- 6.4 In the event of the Society being dissolved, its assets, after any outstanding liabilities have been settled, and any equipment owned will be donated to the Open University Club.
- 6.5 The Treasurer will be required to authorise cheque, withdrawal or payment on behalf of the Society.

7 CHANGES TO THE CONSTITUTION

- 7.1 Any constitutional change must be supported by a simple majority of all members present and voting at an Annual General Meeting.
- 7.2 All proposed changes must be notified in writing to the Society Minutes Secretary not less than 3 weeks before the Annual General meeting at which they will be discussed, and must be circulated to Society members at least one week before the meeting.
- 7.3 All members shall be notified in writing of any constitutional changes.