

Constitution and Bye-Laws



University of
Strathclyde
Glasgow

Ross Priory Club

University of Strathclyde

CONSTITUTION

of the

ROSS PRIORY CLUB

- 1. Title** The club shall be called the "Ross Priory Club" and is hereinafter referred to as "the Club".
- 2.** The University of Strathclyde and the Court of the University of Strathclyde are hereinafter referred to as "The University" and "the Court" respectively.
- 3.** The Club shall be situated in the premises at the University of Strathclyde Staff Educational and Recreational Centre, Ross Priory, Gartocharn, G83 8NL
- 4. Objects** The club shall exist for the object of providing for the educational and recreational pursuits of its members.
- 5. Members** The membership of the Club shall consist of seven classes, namely Ordinary, Associate, Graduate, Local Parish, Glasgow & Strathclyde Universities' Staff Golf Club, Temporary, and Honorary and shall not be open to persons under the age of eighteen years. These categories are defined in paragraphs 6–13 below.
- 6.** Ordinary membership shall be available to those persons from the after mentioned categories as long as they remain in these categories, and who sympathise with the objects of the Club, and who have been duly admitted as members of the Club. The categories are as follows:
 - a) Lay members of Court, past and present
 - b) Permanent members of the University Staff on a full-time contract of at least one year's duration.
 - c) Retired members of the permanent University Staff
 - d) Members of the General Convocation of the University
 - e) The University's professional advisers and such persons who, in their professional capacity, assist from time to time a University department in its academic activities. That assistance shall be equivalent to at least 50 days per year. Membership shall be limited to that period of time that the person is associated with the University.
 - f) Elected members of the Council of the Graduates Association
- 7.** Associate membership shall be available to those persons from the after mentioned categories, as long as they remain in the appropriate category.
 - a) Former members of University permanent staff ¹
 - b) Up to 2 persons closely associated to an Ordinary, Graduate or Honorary Member or to a Former member of University permanent staff who is an Ordinary or Associate Member of Ross Priory Club.
 - c) Up to 2 persons closely associated to a deceased Ordinary, Graduate or Honorary Member or to a Former member of University permanent staff who was an Ordinary or Associate Member of Ross Priory Club.
 - d) Two nominated members from each firm or organisation with premises at Science Parks associated with the University.

¹ Note that a retired member of staff over 60 years old may *either* retain full membership under rule 6(c) *or* become an associate member under rule 7(a).

8. Associate Membership shall be available at the invitation of the Committee of Management to those persons who are not otherwise entitled to membership but who, in the opinion of the Committee of Management, have particular connections with the University or with Ross Priory.
9. Graduate Membership shall be available to a limited number of members of the Graduates Association. The exact number will be determined from time to time by the Committee of Management.
10. Local Parish Membership shall be available to permanent residents of the Kilmarnock District Parish within which Ross Priory and its estate is situated.
11. G&S.U.S.G.C. Membership shall be available to a limited number of members of the Glasgow & Strathclyde Universities' Staff Golf Club. The exact number will be determined from time to time by the Committee of Management.
12. Temporary membership shall be available in the following circumstances:-
 - a) To overnight guests not already in any membership category but only for the duration of their stay
 - b) To guests attending pre-booked events whose names & addresses have been lodged in advance with the Residences and Catering Office
13. Honorary membership shall be conferred on those persons who, with the approval of a University Senior Officer (normally the Chief Operating Officer or Chief Financial Officer), have been recommended for such membership of the Club by the Committee of Management.
Honorary Graduates and Fellows of the University are automatically eligible for Honorary membership of the Club.
14. The classes of Associate, Graduate, Local Parish and G&S.U.S.G.C. and Temporary Members shall take no part in the Management of the Club and shall not be entitled to a vote at a General Meeting.
15. **Election of Members**
A candidate for election as an Ordinary, Graduate, Local Parish or G&S.U.S.G.C. or Associate Member shall be required to complete such Form of Application for Membership, as the Committee of Management may from time to time deem expedient.
16. The election shall rest with the Committee of Management and shall be conducted in such a manner as they may from time to time decide.
17. The subscription for all classes of membership shall be payable in advance at rates determined annually by the Committee of Management and announced at the Annual General Meeting.
In any case, the subscription for Associate Membership shall be not less than half of the subscription for Ordinary membership, and the rate for a Graduate member, Local Parish Member and G&S.U.S.G.C. Member shall be the same as that of an Ordinary Member.
The subscription for Temporary Membership shall be 5% of that of an ordinary member, per night's stay or per event attended.
Ordinary and Associate Membership subscriptions may be deducted, where applicable, from salary.
Temporary members shall pay their subscription during their stay at Ross Priory (see paragraph 12).

- 18.** Membership of the Club shall cease:
- a) unless the Committee of Management decides otherwise, if the subscription of an Ordinary, Graduate, Local Parish, G&S.U.S.G.C. or Associate Member shall still be due and owing one calendar month after the date on which it fell due.
 - b) if the Committee of Management decides that a Member is not a fit and proper person by reason of his conduct or other reason to be a Member and expels him. In this event the Committee of Management shall not be bound to publish or intimate any reason for its decision.
 - c) if the member delivers notice in writing to the Secretary intimating his resignation. A Member failing to intimate such resignation by 31 March each year shall be held liable for his subscription for the ensuing year.
 - d) by death of the Member.
 - e) if a person ceases to be eligible for membership under paragraphs 6,7,10 or 11.
- 19.** The affairs of the Club shall be managed and administered by a Committee of Management consisting of the Chairman, the Secretary, the Treasurer, the Membership Secretary and four Committee members and they shall have all powers necessary for the full and efficient conduct of the affairs of the Club. The attendance of not less than three shall form a quorum of the Committee of Management.
- 20.** The Chairman, Secretary, Treasurer, Membership Secretary and four members of the Committee of Management shall be elected by the general body of members at an Annual General Meeting.
- 21.** The Chairman, Secretary, Treasurer, Membership Secretary and the Ordinary Members of the Committee shall serve for a three-year period and shall be eligible for re-election.
On the resignation of any office-bearer the position shall be filled for the balance of the term unserved by a member of the Committee of Management.
- 22.** The Chairman, whom failing the person delegated from among the Committee of Management to preside over a meeting, shall have a second or casting vote.
- 23.** The Committee of Management shall have power to co-opt members, other than Temporary members, either to fill a vacancy that may have arisen or to assist them in their work and such appointment shall lapse at the next following Annual General Meeting.
- 24.** The Committee of Management shall have power to remit matters to sub-committees appointed by them.
- 25.** The Committee of Management shall have power to promulgate Byelaws, and Regulations for the conduct of the Club.
- 26.** The Committee of Management shall have power at its discretion to admit or expel members.
- 27.** The Committee of Management shall meet as often as there may be business to transact and, in any event, at least four times a year.

28. An Annual General Meeting shall be held each year on a date to be fixed by the Committee of Management within fifteen months of the date of the previous Annual General Meeting, but in any case after the end of the financial year, for the following purposes:
- a) to receive and consider reports;
 - b) to elect the members of the Committee of Management;
 - c) to announce the subscription for the next year;
 - d) to consider such other business as the Committee of Management members may wish to raise.
29. A Special General Meeting shall be held within twenty-eight days of delivery to the Secretary of a requisition, which is signed by at least twelve Ordinary Members indicating the business to be discussed at the meeting. The Committee of Management, if it pleases, may add to the business for such a meeting and may on its own initiative summon a Special General Meeting without receiving a requisition.
30. The attendance of not less than twelve Ordinary and/or Honorary Members shall form a quorum both at an Annual or Special General Meeting, and only such members shall vote on any matters before the meeting (see paragraph 14).
31. Not less than fourteen clear days notice in writing shall be given of an Annual or Special General Meeting.
32. The property, effects and moneys of the Club shall be held in the name of the Chairman, Secretary and Treasurer for the time being as Trustees of the Club. The right and interest of every Ordinary Member shall be personal and limited to himself, and shall expire with his membership, and shall not be assignable or transmissible in any way.
33. Correct accounts and books shall be kept showing the financial affairs and intromissions of the Club.
34. The membership year shall be from 1 April to 31 March inclusive. The financial year shall be from 1 August to 31 July inclusive.
35. A copy of the Accounts shall be issued with the Agenda for the Annual General Meeting.
- 36. Visitors** Ordinary, Associate, Graduate, Local Parish, G&S.U.S.G.C., Temporary and Honorary Members may introduce guests to the privileges of the Club, subject to such byelaws as the Committee of Management may enact.
37. A visitor shall not be supplied with excisable liquor in the Club premises, unless on the invitation and in the company of a Member, and such Member shall upon the admission of such visitor to the Club premises or immediately on being supplied liquor, enter his own name and the name and address of the visitor in a book which shall be kept for the purpose and which shall show the date of each visit.
38. Any Member introducing a guest shall be responsible for the guest's conduct. The Committee of Management may withdraw from any Member the privilege of introducing guests.

- 39. Restrictions as to Sale of Liquor** No excisable liquor shall be sold or supplied for consumption outside the premises of the Club, except to a Member on the premises, and for his own consumption, or to a person holding an excise licence for the sale of such liquor.
- 40.** Excisable liquor will not be sold or supplied outwith the permitted hours.
- 41.** No Member of the Committee of Management and no Manager or servant employed in the Club shall have any personal interest in the sale of excisable liquor therein or in the profits arising from such a sale.
- 42. Dissolution** In the event of the Club being wound up its funds may be used for any purpose concerned with the University as may be agreed upon by the Members and the Court.
- 43. Alteration to Constitution** The Constitution of the Club may be altered at the Annual General Meeting or at a Special General Meeting, providing due notice has been given and provided a majority of two-thirds of those present and voting shall vote in favour of the alteration. Only Ordinary and Honorary members may vote (see paragraph 14)
- 44. Interpretation** In this Constitution, unless the contrary intention appears, words importing the masculine gender shall include females, and words importing the feminine gender shall include males; and words in the singular shall include the plural, and words in the plural shall include the singular.

Revised March 2015

University of Strathclyde

ROSS PRIORY

Byelaws

[To replace any Byelaws or Regulations previously enacted concerning the management of Ross Priory except the Byelaws for the Management and Regulation of the Grounds which remain in force unless separately superseded.]

1. Hours of Opening and Closing

1.1 The normal hours of opening and closing of the Club premises for non-residents shall be as follows:

9 a.m. to 11 p.m.

1.2 These hours may be varied by the Club Committee at its discretion.

1.3 The University shall have the authority, having given reasonable advance notice of their intention to do so, to close all or part of the Club premises on special occasions.

1.4 For members and their guests in residence the house may be open at times other than those indicated in Byelaw 1.1 by special arrangement with the Manager.

2. Guests

2.1 Members may introduce guests to the House provided that -

- (a) **In the case of guests who are non-resident**, the member introducing the guests shall enter in a book kept for the purpose the date, his own name, and the name and address of each guest so introduced; (see regulation 15(b))
- (b) **In the case of guests attending special functions** the member introducing the guests shall follow the procedure described in (a) and, in addition, shall complete a prescribed form of application available from the Residences and Catering Office.
The Club Committee shall have the right to refuse such applications without supplying reason for their decision.
- (c) **In the case of guests who are resident**, it expected that such guests would normally be Temporary Members (see regulation 9)

2.2 Members introducing guests shall be held to be responsible for the conduct of such guests for the duration of their visit to Ross Priory.

2.3 Guests shall not be permitted to pay for any goods or services supplied by or within the Club.

2.4 The Club Committee shall have the right to refuse admission of any guest to the Club premises.

2.5 Guests shall not be permitted to remain in the Club premises after the member who introduced them has departed.

3. Bar Facilities

- 3.1** Subject to the Provisions of the Constitution concerning the sale of liquor and in accordance with the Licensing (Scotland) Acts, bar facilities shall normally be made available to members from 11.00 a.m. to 11.00 p.m.
- 3.2** No excisable liquor shall be sold to any person under the age of eighteen.
- 3.3** All catering within Ross Priory shall be provided by the University and all excisable liquor and other beverages shall be supplied by the Club.
- 3.4** Food and beverages shall not be brought into the licensed premises by members or their guests for consumption therein.

4. Use of Rooms

- 4.1** The Club Committee, having the power so to act vested in them by the University Court, shall control the use by members and in appropriate circumstances, by the guests of members, of the following rooms in the House and in the following manner:
- 4.2** Members wishing exclusive use of any or all of the following rooms:
- **Carnegie,**
 - **McGougan,**
 - **Scott**
 - **Dining**
 - **Games**
- shall apply to the Residences and Catering Office. A charge may be made for the use of these.
- 4.3** **Other Accommodation:** Control over the use of all other accommodation shall be vested in the University Court who may delegate such control to some other Committee of the Court.

- 5. Smoking** No smoking is allowed in the House at any time.

- 6. Damage to Property** All breakages of and damage to property shall be reported to the Manager and the cost of replacement or repair thereof may be charged to the members responsible.

- 7. Articles left on Premises** Hats, coats, sticks, umbrellas, etc., should be left in the cloakrooms provided. The University shall not be responsible for any article belonging to members or guests left by them on the premises.

- 8. Letters** Letters may be received by residents at Ross Priory, the postal address being as follows:

Ross Priory
University of Strathclyde
Staff Educational & Recreational Centre
Gartocharn
Alexandria
Dunbartonshire
G83 8NL
Tel: 01389 830 398
Fax: 01389 83 03 57
email: Ross.Priory@strath.ac.uk

- 9. Newspapers and Periodicals** Newspapers and periodicals provided by the Club for the use of members shall not be taken out of the house.

- 10. Complaints** All complaints with regard to staff or to any other matter affecting the convenience of members should be made to the manager or if this is not appropriate, should be made in writing to the Secretary of the Club who will transmit the complaint to the appropriate officer of the University.
- 11. Membership Card** When requested to do so by an authorised person, members shall produce their membership cards for inspection.

Revised April 2003

University of Strathclyde

Ross Priory

Byelaws for the Management and Regulations of the Grounds and Gardens

- Enactment of Byelaws** The Ross Priory Management Committee, acting on behalf of the University of Strathclyde (hereinafter called "the University"), hereby makes and enacts the following Byelaws for the good government and regulation of the Gardens, Grounds and Recreational facilities, etc., belonging to or under its control within the Policies known as Ross Priory.
- 1. Interpretation** These byelaws shall apply to all Gardens, Grounds and Recreation facilities belonging to or under the control of the University, and to any greenhouses, Conservatories, Shelters or other Conveniences within the said area.
- The word "Notice" shall mean a notice issued by the University by virtue of these Byelaws and sited on or near the place to which it refers.
- 2. Entrance and Exit** No person shall enter or leave the Policies except by the carriageways provided for the purpose.
- The Policies shall be opened and closed at such hours as may, from time to time, be intimated by notices displayed at or near the principal entrance to the Policies. The University may, by notice, close the Policies, or any portion thereof, to the members for such time as it may consider necessary.
- 3. Vehicles and Parking** All vehicles entering the Policies must use the carriageway provided and park only in the areas designated for such. No vehicle unless authorised is permitted to turn left at the 'Y' junction immediately prior to the path leading to the front of the house. No unauthorised person shall take into the Policies any conveyance or vehicle to be used for commercial purposes.
- No vehicle is permitted to park in front of the house except for the purposes of loading and unloading.
- 4. Speed of Vehicles** No person shall drive vehicles of any description on any of the carriageways of the Policies at a greater speed than 10 miles per hour.
- 5. Agricultural Land** No access is permitted to land in agricultural use.
- 6.1 Dogs** No person shall cause or allow any dog belonging to them or in their charge to enter or be in the Policies unless led by a leash and otherwise kept under proper control.
- 6.2** No person shall allow a dog in his charge to enter those areas specifically designated as "no dogs allowed". These include the walled garden and the children's play area.
- 7. Birds, Nests, etc.** No person shall, within the Policies interfere with any birds' nests or molest or ill-treat any bird or other animal, or snare, catch or trap any animal or bird, or use any appliance for such purpose.

- 8. Waterfowl, Fish, etc.** No person shall, except as hereinafter provided, take, injure, or destroy, or wilfully disturb any waterfowl or fish in the loch or stream within the Policies; provided that this Byelaw shall not be deemed to apply in any case where permission has been granted by the University to fish in the loch or stream and upon such days as shall be specified in such permission.
- 9. Smoking** To minimise the risk of fire, smokers using the Policies must take care to extinguish matches and cigarette ends.
- 10. Firearms, etc.** No person shall, within the Policies, discharge any firearm.
- 11. Picnics and Lighting of fires** No person shall, within the Policies, throw down or leave rubbish, paper or other substance, or make any fire except in the areas specially designated.
- 12. Control of Gates, etc.** No person shall, within the Policies, remove or displace any of the gates, railings, posts, or fences.
- 13. Loch, etc.** No person shall, within the Policies, (a) use the Loch or stream therein for any purpose or act at times other than those stated in notices issued by the University, (b) discharge substances of any description into any water, or cause the water to be fouled or polluted; (c) wilfully interfere with or obstruct the sailing of any yacht or boat belonging to another person.
- 14. Banks and Foreshore** No person shall, except with the permission of the Ross Priory Committee of Management or its delegate, use any quay, jetty, or stance for boats erected by the University on the bank of the Loch.
- 15.1 Sailing, Mooring and Regattas** All boating activities that take place on Loch Lomond in the vicinity of Ross Priory shall be subject to the byelaws enacted by the Loch Lomond National Park. In particular, the speed limit of 5 mph shall be observed at all times.
- 15.2** The University may grant any club the exclusive use of their lochside facilities for such time as may be specified, for the purpose of holding regattas or racing competitions, and no person shall interfere with or impede the sailing of boats in such regattas or races. All clubs desiring permission to hold regattas or racing competitions shall make written application to the University at least three months before the date of any regatta or competition.
- 16.** No person shall store, launch or land jetskis on the foreshore.
- 17. Games, etc.** Games, sports etc. may be played only in such areas as may be permitted by the University.
- 18. Caravans / Camping** No caravan may be parked within the Policies and camping is forbidden.
- 19. Plant Life** No person shall interfere with plants, flowers, labels or deface or injure trees, shrubs, grass or turf or do damage to any of the buildings, seats, walks, fences, notice boards or other property within the Policies.
Gates and stiles should be used where possible to avoid damage to the fencing
- 20. Radios etc.** No person shall, to the annoyance of others, play a radio, tape-recorder, CD player etc. within the Policies.
- 21.** These Byelaws may be subject to such further restrictions as may be imposed by the Byelaws of Scottish Water and of the Loch Lomond National Park.

University of Strathclyde

Ross Priory

Regulations for the conduct of the Boating Section (*subject to revision*)

1. General

The Boating Section of the Ross Priory Club administers the berths on the shore to the East of the slip and those behind the cottage, as well as six offshore moorings. It is governed by the following regulations, which should be read in conjunction with the byelaws published alongside the Constitution of the Ross Priory Club. Specifically, byelaws 13–16 apply particularly to boat users.

Membership

2. Membership of the Boating Section shall only be open to Full, Associate, Graduate, Local Parish, G&S.U.S.G.C. and Honorary members of the Ross Priory Club. It is not open to Temporary members of the Club
3. Only members of the Boating Section shall be allowed to keep their boat or boat trailer at Ross Priory.

Use of the Boating Facilities

4. A member of the Boating Section shall only be allowed to use that berth or mooring allocated to him/her by the berths & moorings convenor (see the Club notice board at Ross Priory).
5. Members are asked particularly to ensure that their equipment does not stray outside their allocated berth in case the adjacent berth's access is impeded.
6. If a member no longer requires to use a berth or mooring, then that berth or mooring must be released to the berths & moorings convenor who will offer it to a member of the waiting list. The berth or mooring may not be passed on directly to any other person.
7. If a member changes the boat he/she wishes to keep at Ross Priory, the berths & moorings convenor is to be informed in order to maintain accurate records.
8. Any member who stores his/her boat at Ross Priory, but does not use the boat for more than one year, will be asked to forfeit their berth. It will then be allocated to the next person on the waiting list.
9. Only members of the Boating Section, are eligible to launch boats on a daily basis from the jetty. Any Full, Associate, Graduate, Local Parish, G&S.U.S.G.C. or Honorary members of the Ross Priory Club may join the Boating Section for an annual fee.
10. Where 'day boats' are transported to Ross Priory on trailers, both cars and trailers must be moved well away from the launching area and jetty speedily and must not impede the activities of other members. Neither may they be parked in the gravelled turning area by the jetty. Notice must be taken that the safety of children in the play area adjacent to the boat parking area is paramount.

Fees

11. Each member shall pay an annual fee for the use of a berth or mooring. The amount of this fee will be set from time to time by the Committee. (See the Club notice board at Ross Priory for the current fees.)
12. Fees are collected in March each year. Any person who has not paid the appropriate fee by the end of April will be deemed to have lapsed from membership of the Boating Section. The berth will be forfeited and it will be allocated to the next person on the waiting list.

- 13.** Whenever possible the funds raised from the Boating Section shall be used for improvements to the area adjacent to and including the jetty, i.e. the roads, paths, berths and moorings.

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- 14.** Any boat kept at Ross Priory or launched from the slip must be registered (at no cost) with the Loch Lomond Authority (unless it never uses an engine of any sort – inboard or outboard). This registration must be kept up-to-date. The owner of any boat with a registration number more than one year old will be asked to remove his/her boat. The berth will be forfeited and it will be allocated to the next person on the waiting list.
- 15.** No person shall store, launch or land on the foreshore jetskis or boats with engines of 50 HP or more. (byelaw 16).
- 16.** There is a speed limit of 5 knots near the shore around Ross Priory. This limit must be strictly observed.

GOLF CLUB

CONSTITUTION AND RULES

(amended February 1999)

1. NAME OF CLUB

The Club shall be called "Ross Priory Golf Club".

2. OBJECTIVE OF CLUB

- (a) The objective of the Club shall be the encouragement and promotion of the sport and game of golf and the provision of social and recreational facilities for the members.
- (b) To administer and apply the Rules of Golf as laid down by the Royal and Ancient Golf Club of St. Andrews.
- (c) To administer and apply the Rules of the Standard Scratch Score and Handicapping Scheme as approved by the Council of National Golf Unions from time to time.
- (d) To encourage golf and good etiquette amongst the children of members (12 – 16 years of age).

3. MEMBERSHIP

The membership shall consist of: (a) Honorary Members, (b) Ordinary Members, (c) Other Categories.

(a) Honorary Members

It shall be competent for two thirds of the ordinary members present at a General Meeting of the Club, to confer upon any person the distinction of Honorary Member of the Club, in recognition of that person's renown as a golfer, or for services rendered in the promotion of the game of golf, or for any other reason agreed by the General Meeting.

Notice of any proposal to confer such Honorary Membership must be stated in the notice calling the General Meeting.

An Honorary Member shall have the full rights and privileges of an Ordinary Member, but shall not be liable for any fee or subscription, and shall not be eligible for membership of any Committee.

(b) Ordinary Members

Only members of Ross Priory may join the Golf Club. Application for membership shall be on a form provided by the Membership Secretary or Treasurer. It should be duly completed, signed and returned and accompanied by the subscription, which shall be returned if membership is refused. A candidate must state clearly on the application form that they are an Ordinary, Graduate, Local Parish, G&S.U.S.G.C., Honorary or Associate member of the Ross Priory Club.

If the Committee considers that the application from an individual is not in the interests of the Club, they shall have the power to refuse membership.

- (c) Other categories: Junior Members

Any children of existing members who are aged 12 to 16 years shall be eligible for membership. Junior members must apply on a form provided by the Secretary and the Committee may limit the number of such members. Junior members may play in all the competitions of the Club but are not eligible to join any Club Committees. The conduct of a Junior member shall be the responsibility of the parent.

4. MEETINGS OF THE CLUB

- (a) Annual General Meeting

The Annual General Meeting of the Club shall be held during March at a place and time fixed by the Committee. At the Annual General Meeting the Office-bearers and the appropriate members of the Committee shall be elected and all general business transacted. An abstract of the accounts for the previous year shall be submitted.

- (b) Special General Meeting

The Committee shall have the power to call Special General Meetings of the Club and a Special General Meeting may also be called within twenty-eight days of receipt of a written requisition signed by not less than 16 members, and stating the business to be discussed.

- (c) Notice of Annual General Meeting

The Secretary shall intimate at least fourteen days in advance by notice on the Club notice board and/or by circular the last day for lodgement of motions for consideration at the AGM. At the same time the Secretary shall intimate the date, time and place of the AGM which shall not be less than fourteen nor more than twenty-eight days following the last date for lodgement of motions.

- (d) At the Annual General Meeting twelve members shall represent a quorum.

- (e) Chairman

The Captain, whom failing the Vice-Captain, whom failing the immediate past Captain, whom failing an ordinary member appointed at the meeting, shall chair all meetings of the Club and the Chairman shall have the casting vote as well as a deliberative vote.

5. OFFICE-BEARERS

- (a) Honorary Office-bearers

An Honorary President and one or more Honorary Vice-Presidents may be elected by any General Meeting, but they shall not, by virtue of such office, have any voice in the management of the Club.

- (b) Office-bearers

A Captain, Vice-Captain, Secretary and Treasurer shall be elected at the AGM. The latter two offices may be held by one person. All Office-bearers shall be elected for the period of two years and shall be eligible for re-election. A Lady's Captain and Vice-Captain shall also be elected.

6. COMMITTEE

- (a) The administration of the Club shall be vested in a Committee elected from both male and female membership consisting of the Captain, Vice-Captain, Secretary and Treasurer and two other Ordinary Members. In addition the retiring Captain shall remain a member of the Committee *ex officio* for a period of one year from the date of his retiral.

Members shall retire bi-annually by rotation and shall be eligible for re-election. Nominations should be received by the Secretary prior to the AGM. In the event of an Ordinary Member of the Committee ceasing to be a member of the Committee for any reason prior to his having served the said term the Committee shall have the power to co-opt an Ordinary Member.

When necessary the Committee shall hold a meeting for dispatch of any competent business within the confines of Glasgow or at Ross Priory.

Three members of the Committee shall represent a quorum for Committee meetings.

The Committee shall have power, on behalf of the Club, to institute all proceedings and actions which they deem necessary and the Secretary, on receiving instructions from the Committee, shall raise or take such actions or proceedings in his own name and in the name of the Club.

- (b) Sub-Committees

The Committee may appoint a match committee or any other sub-committees considered desirable for the Club and shall appoint Conveners of said sub-committees and determine the quorum of the sub-committees.

The office bearers shall be *ex officio* members of all sub-committees.

- (c) Treasurer

The Treasurer shall on behalf of the Club receive all monies payable to the Club and shall settle all payments due by the Club.

The Club funds shall be lodged in an account at the University Finance Office or invested in a bank or otherwise as the Committee may instruct, in the name of the Club.

Any cheques shall be signed by the Treasurer and one other nominated Committee Member. The Treasurer shall keep correct accounts and books showing the Club's financial affairs and a printed statement of the Club's accounts and a balance sheet shall be forwarded to each member along with the notice calling the AGM.

- (d) Financial Year

The Financial Year shall end on 31st July each year.

- (e) Minutes

The Committee shall cause proper minutes of the Club's proceedings to be kept as well as any minutes of any sub-committees. Copies of the said minutes will be circulated to all Committee Members prior to the next ordinary meeting.

7. SUBSCRIPTIONS

The annual subscriptions, payable by each member, shall be agreed by the Committee and announced prior to and at the AGM.

All subscriptions shall be payable within two weeks after 1st March in each year, or the date of application. Any member failing to pay within the specified two-week period shall be in arrears and they will not be entitled to play in any Club competitions including monthly medals.

If, after further application by the Secretary, the fee remains unpaid for a period of eight weeks from the AGM, it shall be the option of the Committee to cancel that membership. On payment of arrears the Committee may decide to reinstate that membership.

8. SUSPENSIONS AND EXPULSIONS

In the event of the conduct of any member of the Club being, in the opinion of the Committee, injurious to the character, interests or good order of the Club the Committee may suspend or expel the member from the Club, provided always that any suspension or expulsion is agreed by three fourths of those members of the Committee present at a meeting, specially convened for the purpose of discussing the matter and providing always that an opportunity has been given to the member in question to make such explanation or defence as they may be able to furnish.

9. RESIGNATION

All resignations must be intimated to the Secretary in writing not later than four weeks after the AGM. Failing that the member shall be liable for the subscription then current.

10. COMPLAINTS

All complaints must be made to the Secretary in writing, who shall submit them to the Committee who shall have the power to deal as they see fit.

11. PROPERTY

The property and monies of the Club belong equally to all members during membership, but the rights and interest of each member shall be personal and limited to him or her self.

12. ALTERATION OF CONSTITUTION AND RULES

No alteration in the foregoing Rules and Constitution shall be made except at the AGM or a Special General Meeting called for this purpose and any notice calling such a meeting shall state the proposed alteration to be made. A two-thirds majority of those voting is required for any alteration to be affirmed. Notice of proposed alterations must be made in writing to the Secretary not later than twenty-eight days before the General Meeting.