

RULES & REGULATIONS OF SAINT ANDREW BOAT CLUB

Founded in 1846

Revised and adapted by General Meetings, August 1877, June 1906, October 1964, November 1972, October 1977, October 1981, May 1982, October 1982, January 1984, October 1985, September 1997, October 2001, November 2001, November 2004.

PART ONE: General

1. The purposes of St Andrew Boat Club (hereafter referred to as "the Club") are to provide facilities and promote the amateur sport of rowing in Edinburgh and the surrounding area and community participation in the same.

PART TWO : Meetings and Members

1. Meetings of the Club shall be Ordinary and Extraordinary. Ordinary Meetings shall be those fixed by or called to consider Ordinary Business of the Club as defined by the Rules and Regulations. Other Meetings shall be extraordinary.
2. An Annual General Meeting shall be held on the first day of October or at a date fixed by the Committee. Committee meetings shall be held every month on the second Wednesday of the month or on an alternative day decided upon in advance by the Committee.
3. It shall be incumbent upon the Secretary on a requisition being made to the Secretary in writing by any five Ordinary Members to call a meeting of the Club.
4. Two weeks' intimation of all meetings of the Club shall be given by the Secretary by means of posted circulars and/or electronic mail.
5. Any Member intending to bring forward a motion for altering any of the Rules and Regulations or other Extraordinary Business shall be bound to intimate the same to the Secretary in writing at least ten days before the meeting at which that Member intends to bring forward such motion. Before such Meeting the Secretary shall endeavour to circulate to the Members by means of posted circulars and/or electronic mail details of any such Motions properly received.
6. At the meetings of the Club the privilege of voting shall be confined to Ordinary Members eight of whom shall constitute a quorum and all business shall be disposed of by the votes of a majority except in the case of a proposal to alter any of the Rules and regulations when a concurrence of three-fourths of the votes taken at the meeting shall be necessary. In the event of a tie of votes the Chairman of any meeting shall have a casting vote. Junior Members shall be restricted to two votes for every ten Junior Members and such votes shall be conveyed through the current Junior Rowing Co-ordinator or his alternate.
7. Written mandates may be received at any Ordinary Meeting of the Club but no Member shall be allowed to vote by proxy at a Ballot.
8. The Club shall consist of four classes of Members: Ordinary, Junior, Honorary, and Associate.

9. Ordinary Members shall consist of the President, ten Vice Presidents, Full Members, Student Members, and Life Members, who shall have fulfilled any applicable commitments under Part Two of the Rules for the current year.
10. Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non discriminatory basis.
11. The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.
12. No visitor shall be supplied with excisable liquor in the Club House except on the invitation and in the company of a Member (excluding Junior Members) and such Member shall upon the admission of such visitor to the Club premises or immediately upon the visitor being supplied with such liquor enter the Member's 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.
13. No excisable liquors shall be sold or supplied for consumption outside the premises of the Club except to a Member (excluding Junior Members) on the premises and for the Member's own consumption and no excisable liquors shall be sold or supplied to any person under eighteen years of age.
14. The Annual Dinner shall take place on Saint Andrew's Day or on a date decided by the Committee of Management.

PART THREE : Entrance Money, Annual Subscriptions, et cetera

1. The Annual Subscription shall be as the Committee decide from time to time and shall be payable to the Treasurer on admission and no person shall be entitled to make use of the Club until that person has made payment thereof and as payment entitles a Member to enjoy all benefits of the Club it is to be considered as distinctly implying acquiescence with the Rules and Regulations thereof.
2. The Annual Subscription shall be payable by 31 October of each year.
3. The names of Members who are in arrears of two Annual Subscriptions on 31 October shall be posted on the walls of the Club-room and intimation shall be given to them by the Secretary that unless their Subscriptions be paid by 30 November they shall cease to be Members of the Club and they shall cease to be so accordingly.
4. Members of H. M. Armed Forces stationed in Edinburgh and other strangers may be admitted into the Club (by Ballot) as Temporary Ordinary Members for three months on payment of one quarter of the Annual Subscription. Such payment shall be made in advance and until this is done no such Member shall have the right to or participate in any of the privileges of the Club. Three months after such payment Temporary Ordinary Membership shall cease and submission for application for Membership shall be in accordance with Part One Rule 10.
5. Beyond the Annual Subscription there shall be no other compulsory assessment other than that provided for under PART THREE (10).

6. The President the Vice Presidents and Honorary Life Members shall not be liable for any of the above assessments.
7. Any Member of the Club admitted previous to 14 March 1892 who shall have contributed not less than Twelve Guineas shall be a Life Member.
8. In the event that any Member has paid ten full Subscriptions or that such Member is not making use of Club equipment more than four times in any one year the Committee is empowered to commute such Member's Subscription.
9. The Committee is empowered to grant a Full Life Membership of the Club to any fully paid-up Ordinary Member upon such Member winning a medal at a recognised FISA World Championship regatta (excluding Juniors U23 and Masters) or Olympic regatta provided always that the Club is granted by such Member freedom to use the name and association of such Member in the Club's publicity and other marketing activities.
10. Any person rowing sculling coxing or coaching as a Member of the Club (whether in competition or otherwise) shall be required to hold a current valid Competition License from the Scottish Amateur Rowing Association.

PART FOUR : Office Bearers

1. The Committee shall consist of the Office Bearers of the Club: a President, Vice President, Honorary Secretary, Captain, Honorary Treasurer, Men's Vice Captain, Women's Vice Captain, Regatta Secretary, Junior Rowing Co-ordinator, and three Committee Members who shall be elected at the Annual General Meeting for not less than one year by the Ordinary Junior (subject to voting restrictions thereon) and Life Members of the Club. Nominations for Officers or for Committee Members shall be intimated to the Secretary in writing one week before the Annual General Meeting.
2. The Ballot at Annual General Meeting for election of Officers and Committee Members shall be separated into an election for Officers followed by an election for Committee Members. In the event that a candidate for election as an Officer of the Club is unsuccessful in such election such candidate will (provided that they consent so to stand) be added to the list of candidates for election at the same Annual General Meeting as Committee Members.
3. No Office Bearer or Member of Committee and no Club-Master Manager or Servant employed in the Club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sale.
4. Five Members of the Committee shall at all times form a quorum for the transaction of the Business of the Club.
5. The Treasurer shall produce an audited report and statement of the Funds at the Annual General Meeting.
6. Besides having the Funds of the Club at their disposal it shall be the province of the Committee to enact bye-laws to take charge of the Boats to regulate the costume and in general to manage the affairs of the Club.

7. A full meeting of the Committee shall have power to fine any Member to the extent of one guinea but penalties so incurred may be remitted at any General Meeting of the Club.
8. All non-monetary prizes won by the crews of the Club shall if capable of fair division be their own property but if incapable of division as where a single cup or other article constitutes the prize or where the prize is monetary such prize shall be the property of the Club and shall be given over within 10 days of receipt of same.
9. The Committee may invite any Member to attend any individual Committee meeting without voting power as an observer or to represent the interests of any section or crew in the Club.
10. The Committee is empowered to negotiate and enter into any agreement with any other body with a view to affiliation or any other form of association. Any such agreement requires to be ratified at the next Annual General Meeting. In such cases the other body may be granted the right to two votes at the Annual or any Special General Meeting and maybe granted the right to send two observers to Committee meetings.
11. The Committee shall be empowered to allocate Boathouse space to Members for privately owned craft and equipment at a fee to be fixed by the Committee from time to time.
12. Any cheques or promissory notes or other agreements in excess of £250 signed on behalf of the Club should be signed by two Members both of whom shall occupy the Office of Captain, Honorary Treasurer, or Honorary Secretary. Transaction below £250 may be executed by any one Member who shall occupy the Office of Captain, Honorary Treasurer, or Honorary Secretary.
13. The Committee shall be empowered to recruit or co-opt Ordinary Members to fulfil specific roles and functions within the Club.

PART FIVE : Property/Dissolution of the Club

1. The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the club.
2. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
3. The Club may also in connection with the sports purposes of the Club:
 - a) sell and supply food, drink and related sports clothing and equipment;
 - b) employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - c) pay for reasonable hospitality for visiting teams and guests;

- d) indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
4. The property effects and funds of the Club whencesoever derived shall be applied solely towards the promotion of the objects of the Club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever by way of profit to the Members of the Club. In addition, no financial assets belonging to the club shall be held by any member except in the case where such funds are held as cash awaiting deposit into an account of the Club.
5. If upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall be given or transferred to some other organisation or organisations to be determined by the Members of the Club by Resolution passed at a General Meeting at or before the time of the dissolution. Such organisations shall be limited to:
 - a) another Club with similar sports purposes which is a registered charity and/or
 - b) another Club with similar sports purposes which is a registered CASC and/or
 - c) the Club's governing body for use by them for related community sports.
6. The Club shall be entitled to borrow a sum up to £4,000 for a period not exceeding eighteen months at the then usual rate of interest. However in addition the Club may borrow up to £10,000 interest free for a period not exceeding ten years.

PART SIX : Legislative Compliance

1. The Club shall have a Child Protection Policy compliance with which shall be managed by an Office Bearer who shall also be a Committee Member.
2. No Member shall be permitted to work with children unless vetted according to the Club's Child Protection Policy.
3. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002.)