



## **MODEL RULES FOR AN AFFILIATED CLUB:**

### **1. NAME**

The Club shall be known as “XXXXXX 41 CLUB”.

### **2. AFFILIATION**

The club will be affiliated to the National Association of Ex-Round Tablers’ Clubs and pay the capitation as determined by the National Association for all it’s registered members immediately after it falls due on the 1<sup>st</sup> January each year.

### **3. MEMBERSHIP**

- a. Membership shall only be opened to members or ex-members of Round Table who have attained the age of 40.
- b. Honorary Membership, which shall be subject to annual election, may be awarded at the Club’s discretion. Honorary Members may not hold office or have a vote.
- c. (Insert name e.g. Round Table Chairman) shall automatically be invited to be an Honorary Member of the Club.
- d. Members shall be elected into the Club by invitation only.

### **4. PURPOSES & OBJECTS**

- (i) To continue to promote opportunities for fellowship amongst former members of Round Table.
- (ii) To encourage active involvement in the community.
- (iii) To use our experience in support of the Round Table Family
- (iv) To encourage international relationships.

These objects to be promoted through regular meetings and other activities

### **5. OFFICERS**

- a. The Officers shall consist of a Chairman, Vice Chairman, Secretary and Treasurer; all of these positions being Honorary.
- b. The day to day management of the Club shall be vested in the Club Committee, comprising of the Officers, two Committee Members and the Immediate Past Chairman.
- c. Of the two Committee Members one will be responsible for the Club Programme; the other will be responsible for liaison with Round Table. The Vice Chairman will be responsible for Membership.
- d. The Officers and Committee Members shall be elected at the Annual General Meeting and take office at the conclusion of that Meeting.

### **6. CLUB YEAR**

- a. The Club and Financial Year shall run from 1st April to 31st March.
- b. The Annual General Meeting will take place prior to the National AGM, (usually held in the second week of April).

## **7. ANNUAL SUBSCRIPTION**

- a. This shall be determined at the Annual General Meeting and become payable immediately.
- b. If any subscription should remain outstanding as at 31st December following the AGM, then the membership may be suspended at the discretion of the Committee.
- c. New members joining during the year will pay a proportionate fee depending on the date of joining but as a minimum the amount due to the National Association for its annual capitation.
- c. The Club Treasurer shall be responsible for collecting subscriptions and paying the relevant Capitation to the National Association. He should produce annual accounts for verification at the Club's Annual General Meeting

## **8. RULES**

- a. No alteration, addition or deletion to these Rules shall be made except at an Extraordinary Meeting convened for that purpose or at the Annual General Meeting of the Club.  
Fourteen days notice of such alteration etc. shall be given by the Secretary in writing to all members. To be effective, such alterations etc. shall require the support of at least two thirds of the members voting at the meeting. Requests for alterations to the rules must be given to the Secretary 28 days prior to the Annual General Meeting or an Extraordinary General Meeting.
- b. The Club Committee shall be empowered to interpret these Rules and to make decisions on matters not covered by these Rules, subject to any such interpretation and decision being confirmed at the next succeeding Extraordinary or Annual General Meeting.

## **9. 41 CLUB ADMINISTRATION**

The Club Committee will appoint one of its number as the 'Club Contact.' This person must have regular e-mail access, and be prepared to efficiently disperse all communications from the National Association to the members and vice-versa. The Club Contact is responsible for ensuring the National Club Administration System (CAS) is updated with Officer details, meeting information etc. and the names and addresses of all those who wish to receive the Associations magazine. They are also responsible for declaring accurate membership numbers which determine the annual capitation to the National Association.

## **10. MEETINGS**

- a. The Club will meet on the (Insert details) each month. Meetings and venues will be varied and will be organised by a member of the committee.
- b. The Club Committee will meet a minimum of three times a year. This will be in (insert months).
- c. 10% of active members may request an Extraordinary General Meeting. Notice of this request and the reasons must be given in writing to the Secretary who will notify the membership accordingly.

These rules were adopted at the Inaugural General Meeting of the (insert name) Club held on (insert date).

## **11. NATIONAL AGM**

The Club has a vote at the Association's Annual General Meeting and as such should make every effort to send a delegate. The Club has the right to make proposals to the National AGM – details and timing can be obtained from the National Secretary. Subjects for debate at the National AGM should be debated by the Club at the meeting prior to the National AGM to give guidance to their voting delegate.

## **11. OTHER ACTIVITIES**

At its discretion the Committee will determine an Annual Community or Fund Raising Project for the club either in conjunction with or support to Round Table, the National President's Charity or an independent local cause.

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