

READING ROADRUNNERS

CONSTITUTION

NAME OF CLUB	READING ROADRUNNERS
TYPE OF CLUB	ATHLETIC, SPORTS AND SOCIAL
HEADQUARTERS	PALMER PARK STADIUM, WOKINGHAM RD, READING, BERKSHIRE, RG6 1LF
CLUB OBJECTIVES	<p>To provide members of all abilities with the opportunity to participate in, promote and develop, support and enjoy running and associated activities.</p> <p>To be democratic, impartial and egalitarian in its administration and in regard to its members.</p> <p>To affiliate with the 'Berkshire County AA', the 'South of England Athletics Association', and/or other such athletics governing bodies as required.</p>
CLUB POLICY	<p>No member shall be given privileges that are not available to all other members of the Club.</p> <p>The Club shall not have political or religious connections or bias.</p> <p>Membership shall be open only to persons who satisfy the criteria of amateur as defined in the Club rules, and who have not been suspended or expelled from another club.</p> <p>The Club shall not have branches outside its headquarters.</p>
MANAGEMENT	The management and administration of the Club shall be entrusted to members who have been democratically elected to the Committee under the Club rules and procedures.
CHAIRPERSON	The Chairperson shall direct the business of the Committee including the convening each month of a Committee meeting. The Chairperson shall preside over General Meetings and act as official spokesperson for the Club. In the event of any poll or referendum ending in a tie, the Chair shall have the casting vote.
TREASURER	The Treasurer shall conduct the financial affairs of the Club. The Treasurer's duties shall include attending the monthly Committee meeting to report on and seek approval for the day-to-day running of Club finances.

TREASURER

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The Treasurer shall prepare and present to the Annual General Meeting a report on the preceding year's business that shall include a statement showing all income and expenditure.

This shall be verified and approved by an independent auditor appointed by the membership.

The financial year for the Club shall be from 1st January to 31st December.

**GENERAL
SECRETARY**

The General Secretary shall record the Club's business, keeping the minutes of the Committee and General Meetings. The Secretary shall also deputise for the Chairperson where necessary.

**EXECUTIVE
OFFICERS'
OTHER
DUTIES**

In addition to the responsibilities already declared, the three executive post-holders (Chair, Treasurer, Secretary) shall each be a joint signatory to the current bank account of the Club.

The three executive officers shall perform all other duties required of them in the best interests of the Club and in accordance with the Club rules and procedures.

COMMITTEE

The Committee shall comprise the three executive officers and up to seven other Committee members whose duties shall include:-

- 1) Keeping records of members' details, collecting subscriptions, processing membership applications, issuing receipts and membership cards (Membership);
- 2) Coordinating all social functions and events approved by the Committee (Social);
- 3) Coordinating all training and coaching within the Club as approved by the Committee (Training);
- 4) Making available - by the Club notice board or other means - all information relevant to the membership; dealing with information on Club activities suitable for publication in the media, as authorised by the Committee (Media Liaison);
- 5) Performing duties other than those above to enable the Club to function.