

Request for the Ratification of the RSM Motor Club Constitution by the Recreational Clubs Committee

Last term it was found that the RSM Motor Club constitution was significantly out of date. An updated constitution was passed at the club's AGM on 13 March 2013. We are now asking the RCC to ratify our new constitution in accordance with Union regulations.

The main changes to the constitution are as follows:

- Replacing references to “City & Guilds College Union” with “Recreational Clubs Committee” as the club has changed Management Group.
- Removal of distinction between different types of Associate Members in line with the changes to the changes to the Union Constitution.
- Change of quorum for General Meetings to reflect the number of active members in the last few years.
- Additions to the Affiliation section to show the organisations that the club currently affiliates with.
- Rewording of some points in the interest of clarity.

Constitution for the Royal School of Mines Motor Club

1. Name

- 1.1 The name of the club shall be the Royal School of Mines Motor Club, hereinafter referred to as 'the Club' or 'RSM MC'.
- 1.2 The Club shall be a member of the Recreational Clubs Committee.

2. Aims and Objectives

- 2.1 The Club shall hold the following as its aims and objectives. The Club shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.
 - 2.1.1 The running and maintenance of the mascot Clementine II (also referred to as Clem), a 1926 Morris T Type Truck, registration number UD 419.
 - 2.1.2 The provision of suitable events and trips for members of the Club.

3. Statement of intent

- 3.1 The constitution, regulations, management and conduct of the Club shall abide by all Recreational Clubs Committee Policy, and shall be bound by the Imperial College Union Constitution and Bye-laws.
- 3.2 The Club stresses that it abides by the Imperial College Union Equal Opportunities Policy, and that Club regulations pertaining to membership of the Club or election to management of the Club shall not contravene this policy.

4. Membership

- 4.1 The following shall be eligible to become members of Royal School of Mines Motor Club:
 - 4.1.1 ICU Full Members
 - 4.1.2 ICU Associate Members
- 4.2 Any Club member who is a full member of ICU shall be a 'full member' of the club, other members shall be 'associate members' of the Club.
- 4.3 The membership fee, if charged, shall be decided by the Club's committee.

5. The Club's Committee

- 5.1 The committee shall consist of the following voting members:
 - 5.1.1 Captain
 - 5.1.2 Treasurer
 - 5.1.3 Honorary Secretary
- 5.2 All committee members must be members of the Club.
- 5.3 No committee member shall hold more than one post simultaneously.
- 5.4 Each office shall be held from August 1st to July 31st of the following year.

6. Management and Job Descriptions

- 6.1 All officers of the committee shall:
 - 6.1.1 Uphold the constitution, Regulations and Policy and advance the aims and objects of the club.
 - 6.1.2 Be responsible to the Captain and accountable to the committee for their actions.
 - 6.1.3 Negotiate extra duties with the Captain, as appropriate.
 - 6.1.4 Provide adequate hand over information to their successor.
- 6.2 The Captain shall:
 - 6.2.1 Chair the committee.
 - 6.2.2 Represent the Club in all its affairs.

- 6.2.3 Be responsible to the Recreational Clubs Committee for the activities, finances and Health & Safety issues of the Club.
 - 6.2.4 Be responsible for the interpretation and development of the constitution. Ensure that the club is run according to the Club constitution and code of conduct as far as can be reasonably expected.
 - 6.2.5 Supervise other committee members, delegate the duties of any Officer who is unable to fulfil them and recruit assistance as necessary from the membership, as appropriate.
 - 6.2.6 Be responsible for the upkeep of Clementine.
 - 6.2.7 Supervise Clementine's use.
 - 6.2.8 Ensure that the annual entry for the Historic Commercial Vehicle Society's London to Brighton Run is completed each year Clementine is able to enter.
- 6.3 The Treasurer shall:
- 6.3.1 Be responsible to the Captain for the accounts of the Club.
 - 6.3.2 Maintain the financial records of the Club.
 - 6.3.3 Carry out the day to day financial duties of the Club.
 - 6.3.4 Compile the Club's budget application before the deadline specified by the Recreational Clubs Committee.
 - 6.3.5 Present a report on the finances of the Club at the AGM.
- 6.4 The Honorary Secretary shall:
- 6.4.1 Maintain the documents of the Club.
 - 6.4.2 Minute meetings of the committee.
 - 6.4.3 Prepare papers for meetings of the committee.
 - 6.4.4 Ensure that copies of the current constitution and regulations are available on the Club website.
 - 6.4.5 Publicise club activities ensuring compliance with appropriate ICU regulations.
 - 6.4.6 Maintain the Club notice boards and the Club website.
- 6.5 The Captain and Treasurer shall sign an ICU Financial Responsibility form, and shall be aware of the ICU Financial Regulations.
- 6.6 The management of the Club shall be vested in the Club committee.
- 6.7 Quorum of the committee shall be the Captain and one other voting member of the committee.

7. Affiliation

- 7.1 The Club shall be affiliated to the following societies to further its aims:
- 7.1.1 The Historic Commercial Vehicle Society (HCVS)
 - 7.1.2 The Bullnose Morris Club
 - 7.1.3 The Morris Commercial Club
- 7.2 The Club may also affiliate with any other society to further its aims.
- 7.3 All affiliations will be recorded using the appropriate Union system.

8. General Meetings:

- 8.1 A General Meeting may be called by the club Captain, two thirds of the committee or a written submission to the Captain, signed by ten full members of the Club. The General Meeting must be held within 15 college days of receipt of the proposal.
- 8.2 General Meetings may only be held during undergraduate term time.
- 8.3 At least five college days notice of a General Meeting must be given to the Club membership.
- 8.4 Associate members shall have full speaking rights at all General Meetings.
- 8.5 Only full members of the club may vote at General Meetings.
- 8.6 Quorum of the meeting shall be the Captain and three other full members.
- 8.7 Decisions shall be reached by a simple majority of the voting members present.

9. The Annual General Meeting

9.1 The AGM shall be subject to the same regulations as a General Meeting (section 8).

9.2 The AGM shall be held during the second term of the academic year, and shall have as its main business:

9.2.1 The presentation of the Officers' Reports of the past year.

9.2.2 The election of the Club committee for the next session.

9.3 An agenda giving notice of the AGM must be circulated to all club members at least five college days in advance.

9.4 Nominations for club officers must be closed and posted at least five days in advance of the AGM.

9.4.1 Each nomination shall require one seconder who shall be a full member of the club.

9.4.2 In the event of there being no nomination for a post within the stipulated time then nominations will be accepted at the AGM.

9.5 In the event that no person is voted in to a post or of resignation from a position, the Captain will undertake the duties until such time as the post is filled. Elections to fill such a vacant post should take place at a general meeting and shall be subject to the same rules as an AGM.

10. Health and Safety

10.1 The club acknowledges its duty of care to its members and will abide by Imperial College Union's Health and Safety policy.

11. The Constitution.

11.1 The Constitution shall only be altered by consent of two-thirds majority of the full members present at a general meeting. The Recreational Clubs Committee shall be required to ratify any such alterations.

11.2 This Constitution is bound by the ICU Constitution, Regulations and Policies and these shall take precedence in all cases.

11.3 The interpretation of the Constitution shall rest with the Captain whose decision is final.

11.4 The Constitution shall be binding on the club officers and members from 31 May 2013 after being passed by a General Meeting of the Club on 13 May 2013, and was ratified by the Recreational Clubs Committee on 30 May 2013.

11.5 From 31 May 2013 all other RSM Motor Club constitutions are hereby revoked.