



EDINBURGH ATHLETIC CLUB (SCIO)



NOTICE OF AGM

Date: Monday 30 November 2020
Venue: Virtual meeting via ZOOM
Log in details will be provided to those registered to attend
Full papers will be e-mailed in advance of the meeting.
Time: 7.30pm

WHO CAN ATTEND?

- Any member of Edinburgh Athletic Club
- Any nominated Parent/guardian of a member of Edinburgh Athletic Club under 16 years

WHO CAN VOTE?

- Fully paid-up members 16 years of age and over are entitled to vote or nominate a proxy.
- Junior members aged under 16 years are entitled to nominate one parent or guardian who is allocated a single proxy vote.
- Associate Members are entitled to vote or submit a proxy vote.
- Honorary Life Members are entitled to vote or submit a proxy vote.

REQUIREMENTS:

The Quorum - there must be a minimum of 5% of the total eligible voting members or 20 eligible voting members (whichever is the lesser) and must be present in person at the meeting.

PRE-REGISTRATION & PROXY FORMS

To maintain the integrity of those attending and voting at the meeting, pre-registration and proxy forms will be required. These should be submitted no later than **midnight on Friday 27th November 2020**. Late registrations will not be accepted

Access to Registration form >>> [**AGM Registration & Proxy Form**](#)

Important note:- Where there is more than one qualified member in a household each member will need to register individually and log into the meeting on a separate device. If access to separate devices is an issue, then consideration should be given to nominating one of qualified members of the household to act as the proxy for the others. In which case separate proxy form will be required for each nomination.

PURPOSE:

- 1) Apologies and meeting protocol
- 2) Receive and consider the President's report.

- 3) The approval of the minutes of the 2019 AGM
- 4) Receive and consider the Sub-Group Reports
- 5) Receive and consider the Annual Financial Statement and Independent Examiners report
- 6) Appoint an independent examiner from out-with the Board of Trustees or Management Committee to examine the finance records of the Club and prepare the end of year financial report.
- 7) Review the categories of membership and the respective annual subscription fees.

Following consultation with Membership Review Sub Group, the Management Committee recommendation is to change the membership structure and categories to:

- *Change the membership subscription year with effect from 1 October 2021 to align with the financial year - 1st October to 30th September each year.*

For the January 2021 to 30 September 2021, the Management Committee recommendation is for the membership categories to remain as they currently are and to set a prorated annual subscription fee for the period based on the current subsection fee of £80.

- *All new individual memberships - £60*
- *All renewing individual membership - £45 (Subject to the 2020 subscription fee being paid)*
- *New Family Membership - £150*
- *Renewing Family Membership - £100 (Subject to the 2020 subscription fee being paid)*
- *EAC Winning Cadet Membership - £10 per month*
- *Honorary Life Member - £0*
- *Friends of EAC Membership – Donation*
- *Associate Membership (Non-competing coach / official / helper - £0 or donation)*

For the period 1 October 2021 to 30 September 2022, the Management Committee recommendation is for the membership categories to be changed to:

- ***Full Access Membership - £80***
- ***Reduced Access Membership - £60***
- ***Concessionary Access Membership - £40***
- *Family Membership (3 or more members of same household) - £190*
- *EAC Winning Cadet Membership - £10 per month*
- *Honorary Life Membership - £0*
- *Friends of EAC Membership – by donation*
- *Associate Membership (non-competing coach/official/helper - £0 or voluntary donation)*
- *Current Membership categories:*
- *Cadet Member – Up to 16 years – Voting rights by proxy*
- *Juvenile Member – Aged 9 – 12 years – Voting rights by proxy*
- *Junior Member – Aged 13 – 15 years – Voting rights by proxy*
- *Junior Member – Aged 16 years – Full voting rights*
- *Senior Member – Aged 17 years and above – Full voting rights*
- *Associate Member – Full voting rights*
- *Honorary Life Member – Full voting rights*

- 8) Elect /re-elect Board of Trustees, as referred to in clauses 69 – 72. Proposal from the Board of Trustees to increase the number of trustees, this will be voted on the night.
- 9) Elect / re-elect those members of Management Committee who are not Board of Trustees members
 - Noted vacancies to be considered – see Note A
- 10) Consider any competent proposals, which must have been lodged in writing with Board of Trustees before the meeting. The following proposal has been received:

Resolution 1: for the amendment of clause 19 Membership subscription to be changed with effect from 1st October 2021

From:

The membership subscription year runs from 1st January through to 31st December each year

To:

The membership subscription year runs from 1st October through to 30 September each year

Resolution 2: *for the amendment of clause 13(i) Membership Categories of the existing Constitution and Rules Version 1.1 Final dated 23 November 2019*

From:

- *Cadet Member – Up to 16 years – No voting rights – see note B*
- *Juvenile Member – Aged 9 – 12 years – Voting rights by proxy*
- *Junior Member – Aged 13 – 15 years – Voting rights by proxy*
- *Junior Member – Aged 16 years – Full voting rights*
- *Senior Member – Aged 17 years and above – Full voting rights*
- *Associate Member – Full voting rights*
- *Honorary Life Member – Full voting rights*

To:

- Full Access Membership
- Reduced Access Membership
- Concessionary Access Membership
- EAC Winning Cadet Membership
- Honorary Life Membership
- Friends of EAC Membership
- Associate Membership (non-competing coach/official/helper)

Resolution 3: Re-registration of members

The amendment of condition 27, 28, 30 31 and 32 to be changed with effect from 1st October 2021 to reflect the changes to the dates of the reminder notices

- 28th February now 30th November
- 31st March now 31st December
- 30th June now 31 March

Resolution 4: Members' meetings

Add in after condition 36 to adapt the constitution to include the digital/virtual attendance at Annual General Meetings and re-number the constitution as appropriate.

Resolution 5: Voting at members' meetings

An additional condition prior to condition 55 to be inserted to reflect eligibility to vote

- Fully paid up members Aged 9 – 15 years – Voting rights by parent/guardian proxy
- Fully paid up members Aged 16 years and above, Associate Members and Honorary Life Members have full voting rights

- 11) Review the payment of Honoraria recommended by the Board of Trustees and seek a vote of approval if thought appropriate.
- 12) Review and consider Honorary Life Memberships nominated by the Board of Trustees and seek a vote of approval if thought necessary
- 13) Consider at the Chairperson's discretion, any other competent business.

NOTE A:

ELECTION OF OFFICE BEARERS:

Anyone wishing to put their name forward for ANY of the positions must do so in writing to the Admin Secretary secretary@edinburghac.org.uk 7 days in advance of AGM date in accordance with constitution:

Nominations for election to the Management Committee must be by members at the Annual General Meeting and only with the agreement of the nominee.

Vacancies are:

- Vacancy for female and male Welfare Officer
- Vacancy for female and male Athlete representative
- Vacancy for a general member
- Vacancy for an Admin Secretary
- Increase to the numbers of the Board of Trustees
- Membership Secretary - Brian Nisbet will step down during 2021 from this role and is training Martin Rowe to take over.

CURRENT TRUSTEES, MANAGEMENT, SUBGROUPS AND SUPPORTING ROLES:

Trustees:

Bill Walker
 Alex MacEwen
 Barry Craighead
 Yvonne Jones
 Moira Maguire
 Brian Nisbet

Management Committee:

Honorary President: Barry Craighead
President: Moira Maguire
Vice-President: Yvonne Jones
Treasurer: Brian Nisbet

Subgroups:

Finance:
Endurance:
Coaching:
Facilities:
HR:
Events:
Comms:

Current Convenors:

Brian Nisbet
Alex MacEwan
Bill Walker
Bill Walker
Yvonne Jones
Moira Nisbet
Gary Leek

Other supporting Roles:

Competition Reps: Anne Scott, Enid Johnstone & Alex MacEwan
Athlete Representatives: Gillian Cook * and Martin Ferguson *
Parent Committee Link: Yvonne Jones
Welfare Officers: Female: Marjory Cook * & Male: Martin Rowe *
General Members: Sheila Hobbs *

*indicates stepping down at the 2020 AGM