

# Constitution of TriClub Doha

Adopted: 13<sup>th</sup> June 2016

Amended:

## 1. Name

The club is called **TriClub Doha** and adopts the following logo:



The club has no formal affiliation with a triathlon federation, but has relations with Qatar Cycling Federation (QCF), which acts as Qatar's Triathlon Federation (QTF) for international events. QCF is affiliated with the Asian Triathlon Confederation (ATC) registered as Qatar Triathlon Federation, which is also an affiliation to International Triathlon Union (ITU).

The club is not recognised as a legal entity in the State of Qatar, due to the club not being a registered business. There are currently no laws to support the recognition of clubs in Qatar and the club is seeking further advice to gain legal approval/recognition. The club operates as a group of volunteering individuals who organise to meet up to train, run events and socialise together.

The club was formed in 2013 by a small group of triathlon enthusiast, since then the club has grown in size, to be known as the largest triathlon club in Qatar.

### Mission Statement:

*"To be a friendly and inclusive triathlon club, assisting our members with opportunities for training and competition in triathlon and associated sports."*

*"To attract, motivate and retain people with an interest in Triathlon and multi-sport events from Doha, Qatar from all ages and ability levels."*

## 2. Aims & Objectives

- To offer coaching and competitive opportunities in triathlon and related disciplines for athletes of all abilities.
- To promote triathlon and related disciplines in the community of Doha, Qatar and surrounding areas including but not limited to the organisation of triathlon races for public entry each year.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.
- To ensure that all members and applicants for membership receive fair and equal treatment.
- To be open, honest and transparent in all of its activities.
- The Club's core values shall be, Transparency, Equality & Enjoyment.

2.2 The Club accepts its responsibility along with parents to provide a duty of care to protect all children and to safeguard and promote their welfare, irrespective of age, any disability they have, gender, racial origin, religious belief and sexual identity, and follows procedures as regards child protection, and recognises that the welfare of children is everyone's responsibility and that all children and young

people have a right to have fun, be safe and be protected from harm.

2.3 Each member agrees to treat each other member with respect and fairness.

### **3. Membership**

- Membership should consist of officers and members of the club.
- All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept the terms of this constitution and all other regulations and codes of conduct that the Club has adopted, copies of which will be posted on the website of the Club.
- Members will be enrolled in one of the following categories:
  - Full Member
  - Junior Member
  - Associate Member
  - Life member
- There will not normally be any limit on the total membership of the Club but in the event of there being good reasons to limit the total membership, the Committee will put forward recommendations to be approved by at an Annual General Meeting.
- Any limit on the total membership may be varied at an Annual General Meeting.
- A Full member is a fully paid up member of age 18 or over, an Associate member can be anyone who wished to be part of the club in a non-training/competing form. A Life member is for life (as the case may be) such members can be reviewed at an Annual General Meeting. A Junior member is a fully paid up member under the age of 18.
- All members other than Junior members have the right to vote and be heard at Annual General Meetings.
- Any person who wishes to become a member of the Club must each year submit a completed registration and wavier to the Tri Club Coordinator (and in the case of a Junior member the application must be signed by the person's parent or guardian).
- The Club shall not refuse an application for membership on discriminatory grounds, whether in relation to ethnic origin, sex, religion, disability, political persuasion or sexual orientation.
- The Club may refuse membership only for good and sufficient cause, such as conduct or character likely to bring the Club or the sports promoted by the Club into disrepute.
- It is requested that member's volunteer/help in some capacity at one of club triathlon events during the calendar year.
- A member may resign from the Club on written notice to the Tri Club Coordinator. Any resigning member is not entitled to any refund of membership fees.

### **4. Membership Fees**

- Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.
- Membership fees will be paid annually and are due by the 30<sup>th</sup> September each year or on joining the Club (on a pro rata basis if applicable).
- Membership fees for returning members are due by 30<sup>th</sup> September otherwise membership will automatically lapse. Previous members who have not renewed their memberships will not be allowed to partake in Club activities.
- Members participating in additional swimming, cycle coaching and other activities organised by the Club will pay fees for such activities at the rates set by the Committee from time to time.
- Life members and Associate Members will not be liable for the annual membership fees but will be liable for the other fees referred to in above clause.
- Committee members must pay the same fees as other members of the Club.

## 5. Committee

- The committee of the Club comprises the following (together the “**Committee**” and each a “**Committee Member**”) and who will manage the Club for the benefit of the members:
  - President
  - Tri Club Coordinator
  - Treasurer
  - Committee Members
- Any Committee Member must be a member of the Club and be 18 years of age or older.
- The Committee will be elected annually at the Annual General Meeting.
- All Committee Members will retire each year at the Annual General Meeting of the Club but will be eligible for re-election.
- The Committee will invite members to fill any vacancies on the Committee in between Annual General Meetings. Any member selected by the Committee to fill any such vacancy will have full voting rights on the Committee and will retire each year at the Annual General Meeting of the Club but will be eligible for re-election.

### 5.1. Responsibilities and conduct of the Committee

- Meetings of the Committee will be convened by the President of the club and will be held no less than four times per year. It is required that committee members attend a minimum of 3 meetings per year.
- Resolutions of the Committee will be decided by majority vote of those in attendance and in the event of deadlock or split vote the President carries an additional casting vote.
- The Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Club and which will bind members of the Club, provided that any such policies, codes of conduct or rules do not conflict with the terms or intention of this constitution and are posted on the Club website and emailed to members using the usual email distribution list as soon as reasonably practicable.
- The Committee has the power to appoint sub-committees as necessary and appoint advisers to the Committee as necessary to fulfil its business.
- The Committee will be responsible for disciplinary hearings of members who infringe the Club rules and/or regulations and/or constitution or otherwise act against the interests of the Club or the sport or bring the Club or sport into disrepute. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- Any proposed club expenditure in excess of 10000QR will require prior approval of the committee members.

## 6. AGM

- An Annual General Meeting (“**AGM**”) of the Club will be held in May each year.
- Notice of the Annual General Meeting (AGM) will be given by the Club President, not less than 21 clear days’ notice to be given to all members.
- The AGM will be chaired by the President of the club and The TriClub Coordinator will take minutes for distribution.
- The purpose of the AGM is to transact the following business:
  - To receive a report from the Committee of the activities of the Club during the previous year and receive feedback
  - To receive a presentation by the Treasurer of the annual accounts
  - To elect the Committee members
  - To decide on any other matters referred to the Agenda of the AGM

- The Club Board has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## **7. Finance**

- All club monies, including swim fees and race income will be banked in an account or accounts held in the name of the club Treasurer.
- The Club Treasurer will be responsible for managing the finances of the Club.
- The financial year of the club will end on 4<sup>th</sup> April.
- The Treasurer will present the annual and any interim accounts of the Club at the AGM.
- The Treasurer will maintain a list of the property of the Club owns.

## **8. Club Complaints**

- All complaints regarding the behaviour of members or club activities should be submitted in writing to the TriClub Coordinator.
- The Committee will meet to hear complaints within 30 days of a complaint being lodged and respond in due course if the complaint relates to club activities.
- The member the subject of the complaint and the person that lodged the complaint must be given the opportunity to be heard by the Committee and the member the subject of the complaint may, if such member chooses, be represented by or accompanied by another member at such hearing.
- The Committee has the power to take appropriate disciplinary action including the termination of membership, but in the event of a decision to terminate membership the Committee must reach a majority decision of those in attendance.
- The outcome of a hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 5 days of the hearing.

## **9. Dissolution**

- A resolution to dissolve the club can only be passed at an AGM through a majority vote of the membership. In the event of dissolution, any assets of the club that remain will distributed in a manner approved by the members of the AGM.

## **10. Amendments to the constitution**

- The constitution may only be changed through majority agreement at the AGM or Committee meetings.

## **11. Declaration**

TriClub Doha hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

### **Club President Signed:**

Name:

Date:

### **TriClub Coordinator Signed:**

Name:

Date: