# DRAFT CONSTITUTION FOR RIDING CLUB AREA LIAISON COMMITTEES

1. **Title**

The title shall be “The British Riding Clubs No……… Area Liaison Committee.”

# Objects

To promote closer co-operation between affiliated clubs within the area and to maintain liaison between the clubs and Riding Clubs’ Committee.

# Membership

Shall be limited to two members per club (to be appointed by their club for a three year term but to be eligible for re-appointment) and members of the RC Committee (who shall be ex-officio members).

# Voting

Each club shall be entitled to one vote in the event of equality, the Chairman shall have the casting vote.

# Officials

The Committee shall elect from among their number, a Chairman, Treasurer, Secretary and any other official they may consider necessary. Each official shall assume office immediately upon his election and shall retire at the Annual General Meeting next but one following the date of his election (or last re-election), but shall be eligible for re-election. An official shall automatically cease to hold office upon ceasing to be a member of the Committee.

# Meetings

Meetings may be called by the Chairman or by any five or more committee members.

Notice of each meeting, together with an agenda, shall be given or sent to each committee member and club secretary not less than 14 days before the meeting. Minutes shall be kept of the proceedings at all meetings and a copy of the minutes of the proceedings at the Annual General Meeting shall be sent to BRC Headquarters.

The Annual General Meeting shall be held not later than December each year. The business to be transacted at that meeting shall include:-

* 1. The Chairman’s Report
	2. Statement of Accounts
	3. Election of Officers (where appropriate)

# Quorum

A quorum shall consist of members representing not less than one third of the member clubs (a member being regarded for the purpose of these rules as representing the club by whom he is appointed).

# Finance

Each member club shall pay annually such subscription as shall be determined by the committee. The accounts of the committee shall be audited each year by a person appointed by the committee.

# Powers

The Committee may expel from membership or refuse membership to, any club which willfully disobeys any rules or directions of the Committee. Or, which has in the opinion of a majority of the members of the committee been guilty of any conduct derogatory to the character or prejudicial to the interests of the member clubs.

# Alterations or Additions to the Rules

These rules may be added to, amended or repealed by resolution at any Annual General Meeting. This is provided that no such resolution shall be deemed to have been approved unless carried by a majority of two thirds of the votes cast thereon. Committee members and club secretaries shall have received at least 14 days written notice of the proposed addition, amendment or repeal.

# BRC Centers

BRC Centers should be invited to Area meetings and kept up to date with future dates and minutes of all meetings. BRC Centers can choose to participate as much, or as little in Area activities, depending upon their situation. They should not be expected to provide support for events which they are not attending.