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# ST LEONARDS BRIDGE CLUB

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## RULES

### Club Management

1. The management of the Club and its funds are entrusted to its Committee, which consists of four officers: Chairman, Vice Chairman, Secretary and Treasurer, and up to 6 Committee members, all of whom are usually elected at the Annual General Meeting. Three members of the Committee are required to make a quorum.
2. A nominee for election to the Committee must be proposed and seconded by a member or members of the Club not less than fourteen days before the Annual General Meeting. The consent of nominees must be obtained prior to nomination.
3. All members of the Committee retire annually and are eligible for re-election. Should there be more than one candidate for a position, the final decision will be made by ballot or vote whichever is appropriate, at the Annual General Meeting or Special Meeting.,
4. The Committee has the responsibility and authority to:
  - make rules for the management of the Club and conduct of Members as appropriate
  - fix all fees, subscriptions and other charges, vary them as necessary, after giving reasonable notice
  - establish all sessions and starting times
  - deal with special cases
  - elect honorary members
  - appoint a replacement to fill a Committee vacancy
  - appoint a temporary Committee member to join a meeting for a specific purpose
  - appoint sub-committees

### Membership

1. Every candidate for membership of the Club must be proposed by a member and seconded by another. The membership fee should accompany the application. Should an applicant be refused membership the fee will be refunded.
2. A candidate is deemed to have accepted the Constitution, Rules and Code of Conduct of St Leonards Bridge Club upon completion and acceptance of their application. A copy of these documents will be made available to the Candidate upon application if requested.

3. Each application will be posted on the Notice Board for not less than 14 days, during which time the facilities of the Club are available to the candidate. After an application is made, visitor's fees will not apply.
4. Membership applications will be considered at the first available Committee meeting and the result will be notified to the candidate by the Membership Secretary.
5. Members who join prior to the 1<sup>st</sup> June will pay full annual subscription, and those who join between 1<sup>st</sup> June and 30<sup>th</sup> November will pay half the annual subscription. From 1<sup>st</sup> December the full subscription is due and this will cover the whole of the following calendar year.
6. The Club year commences on 1<sup>st</sup> January on which date subscriptions are due. Membership is forfeited if not received by 28<sup>th</sup> February. Persons permitted to re-join in the year in which their membership lapsed are liable for the full annual subscription.
7. A member may introduce visitors to the Club and will be responsible for them. The member must record the name and address of each visitor in the Visitors Book. A visitor may attend the club 10 times and will then be requested to become a member unless deemed to be a special case.
8. Smart casual dress is required at all times and any exception is at the Director's discretion.
9. If the conduct of any member inside or outside the Club's premises is, in the opinion of the Committee, prejudicial to the interests of the Club or should the member refuse to submit to the rules of the Club, the Committee may terminate the offender's membership and they will be expelled from St Leonards Bridge Club. Such member, upon receiving a written notice from the Secretary, shall cease to be a member of the Club. Any payments made by the member will be forfeited. No person who has been refused membership, has been expelled from the Club or whose membership has been terminated, is eligible to attend as a visitor.

### **Annual General Meeting and all other Meetings**

1. The Annual General Meeting of members shall be held no later than 31<sup>st</sup> March in every year for the purpose of receiving a Report and the Club Accounts for the past calendar year, electing officers and members of the Committee and discussing any and all matters which may require the decision of a General Meeting. There will also be a presentation of annual awards. Should this say 'past calendar year' (vs a rolling year)?
2. A majority of members voting at such a meeting decide all questions and all members entitled to attend and vote have equal voting rights. Postal votes are valid if received by the Secretary in writing no less than three days before the meeting. A proxy vote is acceptable only if the proxy holds a completed proxy form giving authorisation.
3. The Club accounts will be made up to 31<sup>st</sup> December of each year and will be inspected by a member of the Club (not a Committee member) elected at the Annual General Meeting for this purpose. The inspected accounts will then be presented to the members at the Annual General Meeting.
4. A Special Meeting may be called by the Committee by giving fourteen days' notice to members and specifying the object of the meeting. Discussion will be strictly limited to the specified business unless the Chairman deems otherwise. A Special Meeting may be requested by no less than 10 members, subject to the same restrictions. A request for such a meeting must be made in writing to the Secretary of the club and be accompanied by the signatures of the members requesting the special meeting.

5. At all General Meetings, Special and Committee Meetings of the Club, the Chairman or, in his absence, the vice-Chairman shall preside. Failing this, the meeting will appoint a member of the committee to preside. In case of equality of votes, the Chairman of the meeting will have a casting vote in addition to their own.

#### **Other**

1. No paper, placard, written or printed, will be exhibited on Club premises without the sanction of an officer of St Leonards Bridge Club. [If no officers are present, the director may sanction such a notice].

2. Complaints concerning officials, arrangements within the Club or conduct will be made by letter to the Secretary who will bring them before the Committee at its next meeting. When appropriate, the Director will also be advised by the Complainant. Both members and the Club will follow procedures as laid out by the English Bridge Union.

3. No alteration or addition to the Rules will be made without the agreement of a General Meeting of the members. Fourteen days' notice of any proposed alterations must be given to the Secretary for inclusion on the agenda for the next Annual General Meeting. However, if the Committee so decides, a special General Meeting may be called for this purpose.

4. Only assistance dogs are permitted on Club premises.

5. The Club is not responsible for any personal belongings or property belonging to a member or visitor while on the Club premises.

6. Appeals against the Directors ruling should be made at the end of the event.

While St Leonards Bridge Club subscribes to the EBU guidance on this matter, it operates an adjudication procedure which is recommended to players. The names of the current adjudicators is available on the Club notice board.

FOR FURTHER INFORMATION PLEASE REFER TO THE CLUB CONSTITUTION  
AND BEST BEHAVIOUR AND CONDUCT AT BRIDGE