

Queens Park Chess Club Constitution

Ratified: August 2023
Last updated: August 2023

1. Name

1.1. The Club shall be known as Queens Park Chess Club (referred to below as 'the Club').

2. Aims

The Club aims to:

- 2.1. promote and grow enthusiasm for chess in the local communities surrounding Glasgow's Queens Park area.
- 2.2. provide an inclusive space where players can learn about and discuss chess, irrespective of personal or immutable characteristics.
- 2.3. enter teams in chess competitions and leagues to aid Members in gaining a rating with Chess Scotland and/or FIDE.

3. Ethos

3.1. The Club will be an inclusive space for anyone who wishes to play either casual or competitive chess. Wherever possible, individuals will have the opportunity to visit and play casually with the Club for free.

4. Members

- 4.1. Any person aged 18 or over may request to become a Member of the Club by completing the membership form and paying the membership fee.
- 4.2. The committee shall have the power to admit, suspend, refuse or revoke membership. Anyone refused membership shall have the right to appeal to the committee in writing
- 4.3. The committee will set the membership fee for upcoming seasons. This fee can be paid at once or in instalments.
- 4.4. Unless otherwise specified, the season runs from the beginning of September to the end of May.
- 4.5. Membership will last until the beginning of the following season, no matter when in the season it is purchased.
- 4.6. Only those that have paid their membership, or have committed to paying their membership, are considered Members and will receive the full benefits of Membership. Visitors are welcome to play casually at the Club but will not receive the benefits of Membership.
- 4.7. If required, the Club will implement a waiting list for new Members to manage demand.
- 4.8. Members of the Club have the following rights:
 - Entry into the Club Championship.
 - Access to Club training and events.
 - Entry into local and national chess leagues on behalf of the club.

- Ability to stand for election for a committee role as outlined by article 6.
 - Ability to step forward for volunteer roles as outlined by article 7.
 - Ability to vote at Annual General Meetings (AGM) as outlined by article 8 and any Special Meetings as outlined by article 10.
- 4.9. When joining the Club, Members will be asked to opt in to the Club Championship, local leagues and/or national leagues. Members can change these preferences at any point in the season by contacting the Competitions Manager.

5. Behaviour

- 5.1. All participants of the Club, whether the committee, Members or Visitors, will be held to the same standard of behaviour.
- 5.2. The Club is an inclusive space and any kind of offensive or discriminatory behaviour will not be tolerated.
- 5.3. If any Club Member or Visitor wishes to raise a complaint about behaviour, they can do so by contacting any member of the committee by email.
- 5.4. Any individual deemed to be behaving inappropriately will be requested to apologise and officially warned. The Committee reserves the right to suspend or expel any individual from the Club when deemed appropriate by the Committee.
- 5.5. Any Member involved in cheating beyond a doubt (including grading manipulation) will be reported to Chess Scotland, have their membership revoked and be banned from the club for at least 1 year and up to life as voted for by the committee.
- 5.6. Membership fees will not be refunded if a Member is expelled from the Club.
- 5.7. Members have the right to appeal suspension/expulsion by emailing the committee. Visitors do not have this right of reply.

6. Committee

- 6.1. The committee is in charge of the management of the Club. It is comprised of five people covering the following roles:
- **President** - Overseeing the functioning of the Club, resolving disputes and taking over from any role holders who are absent or negligent as required.
 - **Secretary** - Recording the official proceedings of the Club and corresponding with other bodies. The Secretary is also responsible for managing club documents and will act as President if the President is unavailable for a meeting.
 - **Treasurer** - Collecting membership fees, maintaining and recording financial records, and updating the membership database.
 - **Competitions Manager** - Managing the Club Championship and managing Team Captains.
 - **Communications Manager** - Producing content for, and managing oversight of, internal and external communications including website, social media, and Member updates.
- 6.2. One committee Member should not hold multiple committee roles unless absolutely necessary.

7. Volunteer roles

- 7.1. In addition to the committee, volunteer roles can help to support the day-to-day running of the Club:
- **Equipment Support** - arriving at the start or end of an evening to help with setting up and putting away equipment. This role will be supported by the President.
 - **Team Captains** - managing the Club's presence in a local or national league. This involves selecting teams for each fixture. This role will be supported by the Competitions Manager.
 - **Social Media Assistant** - taking photos and drafting posts on social media to increase the Club's online presence. This role will be supported by the Communications Manager.
- 7.2. A committee Member can also hold a volunteer role (i.e. Treasurer and Team Captain). A Member can also hold multiple volunteer roles.
- 7.3. Individuals should not captain multiple teams unless necessary.
- 7.4. The committee will select Members who have stepped forward for volunteer roles.

8. Annual General Meetings (AGMs)

- 8.1. The AGM will take place at the end of the season at a time that is suitable.
- 8.2. There will be a maximum of 15 months between AGMs.
- 8.3. All Members will be notified of the AGM's time and location by email with at least 3 weeks' notice. All current Members are invited to and are eligible to vote at the AGM. Any Member may stand for election to the committee.
- 8.4. The AGM will be quorate with 15% of the membership (including at least 2 committee Members).
- 8.5. Only Members/committee Members who are present at the AGM are eligible to vote.
- 8.6. The AGM will cover:
- Agreeing the minutes of the previous AGM
 - End of year reports from the current committee
 - Club financials
 - Election of new committee
 - Any other relevant business

Nomination and election process:

- 8.7. Members nominate themselves for specific committee roles. They can do so by contacting a member of the committee.
- 8.8. Nominations must be submitted to the Committee a minimum of 1 week before the AGM. Nominations submitted after this point will not be considered.
- 8.9. If multiple members stand for the same role, Members at the AGM will vote for their preferred candidate. Candidates can provide an optional written statement (max 200 words) or give a short speech at the AGM (maximum 2 minutes) supporting their candidacy.

- 8.10. The person with the most votes will be successful. In the event of a tie, the candidate voted for by the President will be the winner.
- 8.11. Members who cannot attend the AGM are still eligible to stand for the committee by providing a written statement explaining their suitability for the role; however, they cannot vote.
- 8.12. If any roles are not filled during the AGM, individuals can volunteer for roles during the season by contacting a member of the committee.

9. Terms

- 9.1. When elected, committee Members will stay in the role until the end of their term. All terms will end at the following AGM.
- 9.2. A committee Member can serve for as many terms as they wish, as long as they are elected by the membership (or by the committee in accordance with article 12).

10. Committee Meetings

- 10.1. The committee will meet every two months or more often if necessary to discuss Club matters.
- 10.2. The quorum for a committee meeting is 3 committee Members. Minutes from these meetings will be made available on the website.

11. Special Meetings

- 11.1. A Special Meeting must be called by the President if petitioned by 25% of the membership.
- 11.2. An amendment to the Constitution can be made at a Special Meeting or Annual General Meeting. Any proposed changes to the Constitution should be sent to the committee in advance of the meeting.

12. Stepping down from the committee or volunteer roles

- 12.1. Committee members can leave mid-season. Where possible, they should give 2 weeks' notice that they are stepping down from their role.
- 12.2. In the event of any mid-season resignations, the committee will issue a call for a replacement, and vote within the committee in the event of multiple applications.
- 12.3. The committee may decide at any time to vote out any committee Member who is not adequately committed or competent, and issue a call for a replacement.

13. Dissolution

- 13.1. In the event of the dissolution of the club, all remaining assets will be used to remunerate any outstanding liabilities. Any remaining assets will be donated to another local chess club as decided by the committee.

Sources: [Troon Chess](#), [Lanark Chess](#), [Resource Centre guidance](#)