

Formally adopted at the 2023 AGM

Mission Statement

“Thornaby Chess Club aims to be the biggest, best and friendliest chess club in the Cleveland Chess Association and the surrounding area.”

This will be achieved by the adoption of the following principles:

- 1) To provide members of the Thornaby Chess Club wishing to play chess with a forum in which to do so. This includes competitive league chess, internal club tournaments and fun friendly games with other members.
- 2) To teach the basic understanding of the rules of chess for beginners as well as analysis and tactics for more advanced players.
- 3) To provide opportunities for junior (aged under 18) players in our area of all levels to learn the game, take part in local junior events and a pathway to eventually join our club.
- 4) To promote chess and the club to members, potential members and the community in as many ways as practically possible including online and in local events and media.

Thornaby Chess Club Constitution

Name

The Club shall be known as Thornaby Chess Club

Object

The object of the club is to deliver the mission statement and the four founding principles.

Definition of a Member of the Club

A member of the club is a person who has paid the required membership fee of the club as agreed at the AGM. If the member wishes to participate in the League teams or Club Championship run by the Club, they must also be members of the English Chess Federation (ECF).

The Club AGM

The club AGM will take place each year between the end of one league season and the start of the next one on a club night agreed by the committee.

The Club Year

The club year runs from the first of September to the last day of August the following year.

Management of the Club

The day to day running of the club shall be managed by a Committee consisting of the following Officers of the club. Chairman, Secretary, Treasurer, Publicity Officer and Team Captains. The Committee of the Association may appoint such other Office Bearers as may from time to time be deemed necessary.

The Committee

The role of the committee is:

- Keep all members informed of all business to do with the club.
- Safeguard the financial welfare of the club.
- Ensure the club delivers on the mission statement.

Committee Rules

The committee shall abide by the following rules:

- Decide on all Grievance disputes. The decision of the Committee will be final after a discussion of the incident.
- An Extraordinary Meeting of the Committee can be called by the two members of the Committee if a situation requiring immediate attention needs to be confronted.
- The committee has the power to appoint a temporary replacement in the event of the demise or resignation of a Committee member. However, this member must stand down at the next AGM or seek election from the membership.
- The committee has the power to co-opt extra members if required.
- Voting on agreed actions shall be by majority voting with the Chairman having the casting vote.
- A quorum shall be three including the Chairman.
- Any member can stand for any position on the Committee.
- Committee members serve from the AGM to the following AGM in the next year. They have to be elected by the club members at the AGM.

Duties of the Officers of the Committee

The Chairman

- Act as a figurehead of the club.
- Serve as presiding officer at all meetings.
- Oversee all activities of the club.
- Conduct all meetings in a prompt and professional manner.

The Secretary

- Be in overall charge of internal and external communication for the Committee and the club.
- Be in charge of membership application forms.
- Be in charge of the membership list including phone numbers and email addresses.
- Liaise with the club treasurer to ascertain current membership list.

- Preside over meetings in the absence of the Chairman.
- In charge of the fixture list and calendar of the club.
- Produce minutes of the Committee and AGM meetings.
- Liaise with the Chairman of the club to produce meeting agendas.
- Maintain a list of any additional officer bearer roles and the responsibilities of each.
- Show an awareness of the Data Protection Act.

The Treasurer

- Be in charge of the financial affairs of the club and safeguard its assets and future operation.
- Bank club monies in a bank account, bearing the club's name, and be a signatory on that account (N.B. The club account shall have at least two officer signatories including the treasurer).
- Be in charge of membership fee collection.
- Preside over meetings of the Committee in the absence of the Chairman and Secretary.
- Any financial expenditure must go through the Treasurer and if above £10 must be approved by the Committee.
- Pay monies requested by external bodies that the club may, from time to time, use and ensure that these are paid promptly, to meet any time deadlines imposed by these bodies.
- Provide other members with funds to purchase equipment or services which have been approved by the club members.
- Must produce financial reports and cash flow projection for the Committee and the AGM.

The Publicity Officer

- Be in charge over the delivery of the mission statement and four founding principles.
- Ensure social media and website are regularly updated (it can be someone else who does the updating) and encourage all members to contribute.
- Promote the interests and achievements of the club to the community of Thornaby.
- Form relationships with media outlets, libraries, schools, other clubs and organisations to promote the welfare and interests of the club and chess.

Team Captains

- Maintain a list of members in his team and their contact details.
- Advise members of his team of forthcoming fixtures and try to maintain, if possible, a full squad of players for each match.
- Liaise with opposition captains to arrange fixtures and advise of team defaults, etc.
- Report results of matches to external bodies, where appropriate.
- Be aware of the FIDE laws of chess and any rules imposed by external bodies. Ensure that his team members are aware of the rules.

The Annual General Meeting (AGM)

- The club AGM will take place each year between the end of one league season and the start of the next one on a club night agreed by the committee.
- The AGM is the ultimate decision-making forum within the club.
- A quorum for an AGM will be 5 members.
- The minutes of the previous AGM will be circulated by the Secretary before the AGM.
- The AGM will be presided over by the Chairman who cannot vote except in a tie when his vote shall decide.
- Voting will be decided by majority voting in all matters except a change to the constitution which will require two thirds of the vote.
- Any member can propose a motion for consideration by the AGM provided this is done in writing to the Secretary 3 days before the AGM.

The AGM agenda will follow this format:

- Matters arising from the previous AGM minutes
- Approval of those minutes by vote
- Reports from the Chairman, Secretary, Treasurer, PR Officer, Webmaster and Club Captain
- Questions from the floor for the reports will then be called for.
- Once finished the reports will be accepted by vote.
- The Treasurer will present the Committee's recommendation for the annual subscription for the forthcoming year outlining the reasons for the figures presented. The meeting will be asked to approve the subscription.
- The election of Officers for the following year.
- The appointment of an auditor.
- The presentation of trophies and awards to recipients.
- Any Other Business and the closure of the AGM.

Grievance or Dispute Procedure

- If the matter occurs in an internal club match, the said aggrieved member must raise the matter with an officer of the club within 7 days. The officer will try to mediate and resolve said matter but if unable to do so will bring it to the attention of the Committee. The Committee will discuss the matter and come to a decision. Their decision will be final.
- If the matter occurs in an external team situation. The member must bring the matter to the attention of their team captain who will try to resolve the matter with the opponent's captain there and then. If this is not possible, then the matter will be referred to the Club Committee and the Governing Body of the League concerned. The decision of the Committee and the Governing Body will be final with no recourse to any other body.

Dissolution

If the Club is wound up:

- The members of the Club have no liability to contribute to the assets and no personal responsibility for settling its debts and liabilities.
- Any assets the club has (eg chess sets and clocks) will be divided between other local chess clubs, local schools/libraries or members of the club at the committee's discretion.

This Constitution was adopted by the AGM of the Thornaby Chess Club August 2023