

VWOCGB CLUB RULES (Revised 11/06)

- 1 NAME – The club shall be called the Volkswagen Owners Club of Great Britain, hereafter referred to as the Club.
- 2 OBJECTIVES – To provide opportunities for the Volkswagen Owners and enthusiasts for the marque to meet at social functions and to enter their cars in competitive events.
- 3 CONSTITUTION – The Club shall consist of:-
 - 3a An executive Committee, to be called the National Committee, which shall consist of the officers, who will be elected at an Annual General Meeting of the Club, a representative of each centre and a representative and a representative of those members not allocated to a regional or special interest centre. All members of this committee must be members of the club. The Committee will be:- CHAIRMAN, SECRETARY, TREASURER, CLUB NEWS EDITOR, EVENTS SECRETARY, PUBLIC RELATIONS OFFICER plus elected officers.
 - 3b *In addition a President may be elected, for a term of three years, by the members of the Club at an Annual General Meeting.
- 4 MEMBERSHIP
 - 4a Members shall fall into the following classes:-
 - 1) Life Members (Max. 12)
 - 2) Full Members
 - 3) Honorary Members
 - 4a1 Life Membership is awarded for outstanding services to the Club and carries the same rights as full membership, but no subscription is required. A candidate must be proposed by two or more Full Members, such a proposal being submitted to the National Committee and decided at the next Annual General Meeting, only one life member being elected at any Annual General Meeting. Provided that a Life Member is not elected at an Annual General Meeting, two may be elected at the next such meeting, and so on. Life membership shall only be considered as continuous while the member contacts the Membership Secretary at each renewal date with a completed renewal form annotated as 'Life Member'.
 - 4a2 A Full Member shall be one who pays the subscription which is in force at the time and whose application has been accepted. He/She will have voting rights.
 - 4a3 An Honorary Member may be elected to the Club at an AGM of the Club, following recommendation by the committee. His/Her election will be valid for only twelve months, after which time he/she may be re-elected. Such a member will not be required to pay any subscription during the period of honorary membership. He/She will have no voting rights and will not be eligible to compete in Club events unless he/she pays the subscription in force at the time.
 - 4b Admission to membership shall be at the discretion of the National Committee.
 - 4c Any member wishing to resign from the Club may do so, but under no circumstances will any fees or subscriptions be refunded.
 - 4d Expulsion:

Every member on joining the Club immediately undertakes to abide by the rules of the Club and any member who by his/her conduct shall bring the name of the Club into disrepute may be expelled from the Club and the un-expired portion of his/her current subscription returned to him/her. After the National Committee has received full particulars of the complaint, but at least seven days before the decision is due to be made, the member may appear before the National Committee to put his/her case. The right of appeal to the next Annual General Meeting shall exist. If the decision of the National Committee is reversed by a majority vote of the attending Members at an Annual General Meeting, the expulsion shall be revoked and the member shall be restored to his/her original status as from the date of expulsion upon repayment of any returned fees.
 - 4e Committee members who fail to attend three consecutive meetings without justifiable cause will be asked to resign from the committee.
- 5 SUBSCRIPTION
 - 5a The full subscription shall include the member's partner and children under 16 years of age and they may enter all events organised by the Club. Where a second membership card is required for whatever reason it can be issued by the Membership Secretary on payment of the current 'joining fee'. Only one number will be allocated per membership. All card carrying members over 16 years of age shall have voting rights at a General Meeting. Subscription must be received within 30 days of expiry, otherwise membership will lapse.
 - 5b Junior membership is available to individuals who are under 17 years of age when joining the club. A subscription fee of 50% of the current membership fee will be payable annually. A Junior Member will be eligible for this discount up to the end of the subscription year of their 17th Birthday. Junior membership does not carry any voting rights.

6 MEETINGS

- 6a The Annual General Meeting of the Club will be held in November of each year for the following purposes:-
- 6a1 Presentation and approval of the reports of the committee and the interim accounts of the previous financial year, and to hear forecasts for the coming year. Audited accounts to be published in the next issue of Club News.
- 6a2 To determine the subscription rates for the forthcoming year, to vote on specific resolutions as published in Club News and any other proposals made from the floor of the Annual General Meeting.
- 6a3 Election of officers.
- 6a4 Any other business.
The National Committee shall ensure that all members are informed of the date, time and place of the AGM at least 28 days in advance of the meeting.
- 6b Extraordinary General Meetings (EGM) may be convened by:-
- 6b1 The National Committee.
- 6b2 At least 15 (fifteen) members who shall submit a written request to the National Committee. The National Committee will appoint a day not more than 6 (six) weeks after the request. Every member will be informed of any EGM by post to his/her last known address at least 14 days before it is due to take place.
- 6c The Chairman at a meeting shall be any member of the National Committee who is elected by that Committee.
- 6d Voting at a general meeting may be by show of hands, by post or by proxy. Only life and paid up full members may vote. If a member wishes to vote by proxy, he/she must inform the Secretary of the Club in writing, to be received at least 48 hours before the meeting, stating the identity of his/her proxy. One member present at a General Meeting could offer proxy votes of five other members. Voting rights apply to a full or life member, his/her family have no such rights. If the votes for and against are equal, then the Chairman of the meeting has a casting vote.
- 6e The Quorum for a General Meeting will be 12 members who are entitled to vote, which for an EGM shall include ALL those members who requested such a meeting. For a National Meeting will be three members including at least one Officer.
- 6f National Committee Meetings may be convened by an Officer or by any two Committee members. The National Committee may co-opt whatever members it may require and appoint sub-committees.

7 DISBANDMENT OF THE CLUB

- 7a The disbandment process will begin when either:
- 7a1 The Club is no longer financially viable.
- 7a2 A full Committee of Officers cannot be formed at an AGM/EGM.
- 7a3 A vote in favour of a proposed disbandment is made. The proposal to disband the Club must be made in writing to the Secretary of the Club at least 21 days in advance of the meeting. The Secretary will send a notice of the proposal to all paid up members of the Club at least 14 days prior to the meeting.
- 7b The disbandment process will proceed as follows:
- 7b1 A letter will be issued to all existing paid up members to notify them that the disbandment process has been started and will include a copy of these rules.
- 7b2 If funds are available all debts will be discharged. The remaining assets of the Club will be divided equally between all existing paid up members.
- 7b3 Any funds held by a Centre in its own name will remain with that Centre. The responsibility for distribution or retention will rest with that Centres Committee. Any members of a centre will be given the opportunity to have their proportion of national funds transferred directly to the centre.
- 7b4 If a Centre disbands along with the national Club then Centre disbandment rules will apply instead.

8 AMENDMENTS TO THE RULES

Amendments to these rules may be made at an Annual General Meeting or any EGM convened for this purpose. An amendment must be carried by a majority of those present and entitled to vote or their proxies. Any contingency not covered in these rules shall be referred to the National Committee whose decision is final. At least 28 days notice will be given to all members, with a copy of the proposed amendments to be voted on. After being carried amendments to the rules will come into effect immediately.

9 CENTRES

- 9a1 **FORMATION.** A centre of the Club may be formed by a group of members in an area, after approval of the National Committee. Approval is conditional on the adoption of the Centre rules incorporating the provisions outlined in rule 8c. At the National Committee's discretion financial aid may be made available to help the formation of a centre.

- 9b **BENEFITS**
- 9b1 Centre members will pay the standard subscription of the time. Centres will receive a proportion of this subscription. The rate of apportionment will be agreed at a National AGM.
- 9b2 With the approval of the Club Events Secretary, Centres may organise motor competitions in the name of the club. However, Centres, if they wish, may apply independently to the MSA for recognition and registration.
- 9b3 Centres shall endeavour to have representation at all National Committee meetings and will be provided with minutes of National Committee meetings within 14 days of each meeting.
- 9c **CENTRE RULES**
Centre rules should include the following provisions:-
- 9c1 The name of the Centre must show it is a centre of the Club.
- 9c2 Centre membership shall only be open to members of the Club.
- 9c3 Each centre shall provide the National Committee with the minutes of the Centre Committee and General meetings, full details of annual accounts and assets, the names and addresses of its Officers and any amendments to the latter, each serving committee member must be acquainted with the Club Rules.
- 9d **DISBANDMENT or SECESSION OF A CENTRE**
- 9d1 At least **THREE** members of the National Committee, including one Officer, must attend a General Meeting of the Centre to discuss disbandment or secession.
- 9d2 At the general meeting between members of the Centre and the National Committees an audited statement of the Centre assets and liabilities must be made available.
- 9d3 In the event of disbandment of the Centre, after debts have been discharged. Any assets remaining shall be transferred to the Club, together with the financial records so that the assets may be used for the benefit of Members.
- 9e **INDEPENDENCE AND RESPONSIBILITIES.** Each Centre shall elect its own Officers, consisting of at least a Chair, Secretary and Treasurer and be responsible for its own affairs subject only to these rules and the National Committee. The Committee of each Centre is solely responsible for ensuring that all necessary precautions and safety measures including Promoters Liability Insurance cover, are enforced at all times, thus confining the whole legal and financial liability to the Centre itself, with the exception of those circumstances covered by any Public Liability Cover which the Club may hold. Centre committees shall be provided with a copy of any such policy.
- 9f **DICIPLINE.** In the event of a Centre bringing the Club into disrepute, the National Committee will have the right to ask the Centre Committee to account for its conduct. Should the National Committee deem that account to be unsatisfactory, then an EGM of the Club shall be called at which the Centre Committee will again be asked to give an account of the matter. The meeting will decide what action, if any, should be taken.
- 9g Membership application forms shall give applicants the opportunity to belong to any one Centre of their choice at no additional fee.
- 9h Centres may apply, in writing, for additional funding from the National Funds for the purposes of organising events and functions. These applications will be subject to the discretion and approval of the National Committee.

NOTES

- 1) All correspondence to the Club must contain the Members membership number.
- 2) The name and address of Club Officials can be found in Club News.