

# Suffolk Contract Bridge Association

## CONSTITUTION

### 1. **Name**

The Association shall be called the Suffolk Contract Bridge Association and shall be a constituent member of the English Bridge Union.

### 2. **Membership**

- a) **Full Membership** of the Association shall be open to any Bridge player who fulfils any of the following conditions, namely he or she
  - i) resides in the County of Suffolk.
  - ii) has his or her principal place of business in Suffolk.
  - iii) is a member of a Bridge Club affiliated to the Suffolk Contract Bridge Association.
  - iv) has been a member of the Association for a minimum period of three years and wishes to retain membership although no longer qualified under items i) - iii),
- b) **Associate Membership** of the Association shall be open to anyone. Such Members must already be members of the English Bridge Union through another County Association save where the bye-laws of the English Bridge Union provide to the contrary. Associate members shall not be eligible for election to the Committee or a sub-committee of the Association nor to represent the County of Suffolk in any capacity.
- c) **Junior Membership** shall be available to those under 25 years of age on 1st April of the year in question.
- d) **Honorary Membership.** The Committee may recommend any member for Honorary Life Membership in recognition of distinguished service to the Association. The Association will pay such member's English Bridge Union subscription. Such recommendation must be ratified by an Annual General Meeting.
- e) **Affiliated Clubs.** Any Bridge Club in Suffolk or any other Club in Suffolk with a Bridge Section may affiliate to the Association. Any Bridge Club in a neighbouring County may also affiliate to the Association but only with the agreement of the County Association of the County in which that Club is situated.

### 3. **Subscriptions**

Members and affiliated clubs shall pay an annual subscription as below:-

- i) a) The county subscription, which shall be agreed by the committee at a meeting prior to the date on which the subscription is required to be notified to the EBU.
  - b) Junior members shall pay half the county subscription.
- ii) The membership subscription of the EBU as appropriate.

All subscriptions shall be due and payable on 1st April each year.

#### 4. **Objects of the Association**

- a) To promote and assist in the development of Contract Bridge in Suffolk and to promote and establish Bridge amongst its members.
- b) To organise County Championships for Teams and Pairs.
- c) To organise League Competitions for Teams.
- d) To organise competitive events of the EBU and to be responsible to that body for such events.
- e) To organise congresses and other competitions.
- f) To enter teams or pairs in Inter-County Leagues and competitions as appropriate.

#### 5. **Conduct of Members**

Each member of the Association shall be required in connection with the game of Contract Bridge and variations thereof, to conform to the standards of fair play, courtesy and personal deportment prescribed in the Bye-Laws and regulations for the time being of the EBU. The Association shall have the powers and the procedures for the enforcement of this requirement which are set out in the Schedule of this Constitution (which shall form part of the Constitution and be subject to the same provisions as the Constitution for its amendment).

#### 6. **Officers and Committee**

- a) The Association shall be managed by a Committee consisting of six officers:-

Chairman  
Vice-Chairman  
General Secretary  
Treasurer  
Membership Secretary  
Competition Secretary

and five other members.

- b) The Committee shall meet at such times and places as it may from time to time decide. An Agenda for every meeting shall be sent to all members of the Committee at least seven days prior to the date fixed for such meeting. Six members shall form a quorum.
- c) The Committee shall consider and deal with all applications for affiliation.
- d) The Committee shall select, from amongst its members, delegates to the EBU, in accordance with the County's entitlement.
- e) The Committee shall appoint a Conduct Committee.
- f) The Committee shall, from time to time, set up or disband such sub-committees as are thought proper, necessary and desirable for the conduct of the business of the Association and shall delegate to such sub-committees such power and authority as may be considered desirable for the purpose for which they were formed, the terms of reference of such sub-committees being laid down in their minutes of appointment.
- g) The Committee shall elect a Chief Tournament Director each year. The person elected shall, ex officio, be a member of the Committee with full voting rights.

- h) The Committee shall elect a County Captain each year. The person elected shall, ex officio be a member of the Committee with full voting rights.
- i) The Committee shall have the power to co-opt any person if they deem it necessary to assist in the furtherance of the Association. Such co-opted member(s) shall have the same rights as elected members.
- j) The Chairman, or in his or her absence the Vice-Chairman or in the absence of both, a member elected from those present, shall preside at Committee meetings and shall have a casting vote in case of parity of voting.

## 7. **Accounts**

The financial year of the Association shall close on 31st March in each year, and a statement of accounts and a balance sheet for such year be prepared and completed by the Treasurer. An Auditor elected at the preceding AGM shall audit the accounts. These audited accounts shall be available for presentation at the AGM.

## 8. **General Meetings**

- a) A General Meeting of the Association shall be held annually in Suffolk in the month of May, on a date set by the Committee.
- b) The quorum for such meetings shall be 20 full members of the Association.
- c) The ordinary business of an AGM shall be to receive the report of the chairman, the audited statement of accounts for the past year, to elect the officers and committee for the coming year and to hear and vote upon any resolutions or motions submitted in accordance with rule 9(e).
- d) Notice of AGMs shall be sent to all members of the association and to the secretaries of all affiliated clubs, at least six weeks before the date fixed for such meetings. An agenda for the meeting shall be sent by the General Secretary to the Secretaries of all affiliated clubs at least 14 days before the date fixed for such meetings.
- e) An Extra-ordinary General Meeting shall be convened on the instruction of the Chairman or on receipt of a requisition signed by not less than 20 full members stating the purpose for which such meeting is to be called. The General Secretary shall issue notice of such meeting and such notice shall contain either the resolution or resolutions to be considered or the general purport of the matters to be discussed. At least 14 days notice of such meetings shall be given. No business may be dealt with other than that for which the meeting was called.
- f) At a General Meeting every question shall be decided by a show of hands unless a ballot is either directed by the Chairman or requested by not less than seven persons present and entitled to vote. All elections shall be by ballot. In the case of equality of votes, the Chairman shall have a second or casting vote.
- g) Admission to the General Meetings shall be open to all members of the Suffolk Contract Bridge Association and to all members of affiliated clubs. Only full members of the SCBA shall be entitled to vote.

## 9. **Nominations and Motions**

- a) Nominations of persons for posts as Officers of the Association, ordinary members of the Committee or as Auditor may be made by any affiliated club or by any member.
- b) All such nominations, duly seconded and agreed by the nominee, shall be in writing and shall reach the General Secretary by such date as may be specified in the notice convening the meeting.
- c) The Chairman may, at his discretion, accept nominations at the meeting for any post for which there is no other nomination.
- d) Any position among the Officers or members of the Committee falling vacant may be filled by the committee until the next AGM.
- e) The Committee, an affiliated club or a member may propose a motion at the AGM, provided that notice in writing is given to the General Secretary not less than 28 days before the meeting.

## 10. **Alterations to these Rules**

No alteration shall be made to these rules except at a General Meeting by a resolution carried by at least 20 positive votes representing at least two-thirds of the votes cast at the meeting, and notice of any alterations proposed must be submitted in accordance with rule 9(e).

## 11. **Dissolution of the Association**

- a) The Association may be dissolved by a two-thirds majority vote of members present at a General Meeting, such a proposal having been made in accordance with rule 8(d) or 9(e) as appropriate.
- b) In the event of such dissolution the then committee shall be required to convert all the Association's property into money, and to pay all outstanding debts.
- c) The Committee shall be responsible for distributing any surplus amongst all affiliated clubs. Each club shall receive a share in proportion to the number of full members of the Association nominating that club as their club of primary allegiance.
- d) The Committee shall have no power to distribute money or property to any individual or to any other Association.

As approved in May 1998 and  
Last modified at the AGM in May 2005

## Schedule

1. This Schedule is required by Section 5 of the Constitution of the Association and prescribes the powers and procedures for enforcing it.
2. The Committee of the Association shall appoint a Conduct Committee and shall have power from time to time as it may think fit, to vary the composition of that Committee. The number of members of the said Committee shall not be fewer than three nor more than seven. A quorum for any meeting of the Conduct Committee shall be three of its members for the time being. It shall act by simple majority vote and its appointed Chairman (or whomsoever in his absence the Committee shall select to chair its meeting) shall have a second and casting vote in the event that there is parity of voting.
3.
  - i) The Association shall act by its Conduct Committee for the enforcement of standards prescribed in the said Section 5 of its Constitution.
  - ii) The procedures of the said committee shall conform, mutatis mutandis, to those prescribed in the Bye-Laws of the EBU for enquiry by its Laws and Ethics Committee into allegations of misconduct by individual members. It shall have powers to make findings and decisions consequent thereon in respect of allegations brought to its attention : to be entertained and considered by the said Conduct Committee an allegation that an individual member of the Association has not conformed to the said standards in (i) herefor shall be made in writing, lodged with the Chairman, Vice-Chairman or Secretary of the Association and referred to its said Conduct Committee.
  - iii) At any time after it has duly received an allegation in the aforementioned manner, the Conduct Committee shall have power (whether it has commenced any procedure in respect thereof or not) to refer that allegation to the EBU for the consideration of its Laws and Ethics Committee in the manner prescribed in the said Union's Bye-Laws, and in so doing it shall have fully discharged its responsibilities under this schedule.
  - iv) Where the Conduct Committee does not use its power in (iii) above and after it has duly enquired into an allegation concerning an individual member and has found him or her to be in default of the before mentioned standards, the Conduct Committee shall have powers to decide as it may think fit to select and give effect to one or more of the following provisions in relation thereto:
    - a) that the said individual member shall be rebuked
    - b) that the said individual member shall be censured and admonished
    - c) that the said individual member shall be barred from all or such as it shall specify of the competitions sponsored or licensed by the Association for such period as it shall determine.
4.
  - i) The findings and decisions of the Conduct Committee under Section 3 above shall be delivered to the individual member in writing and shall have effect 21 days thereafter EXCEPT that the said individual member shall have the right to appeal the said findings and decisions other than the exercise of powers in 3 (iii) above within the said period of 21 days. Such appeal shall be put in writing and delivered to the Secretary of the Association within the said period.
  - ii) In the event of such appeal any decision to apply the foregoing sections 3. (iv) (a), (b) or (c), shall not take effect until the appeal has been determined.
  - iii) Any such appeal shall be referred to an Appeal Committee to be appointed by the EBU acting by its Laws and Ethics Committee. The said Appeals Committee shall be fully empowered to consider and enquire into the matter appealed in such manner as it shall think fit to determine the outcome of the Appeal and to confirm or vary the findings and decisions of the Conduct Committee in relation to the matter appealed (but not to impose any penalty which it was not within the power of the Conduct Committee to impose). Alternatively the Appeal Committee shall have the power to decide that the allegation is one that shall be referred to the said Laws and Ethics Committee as an allegation of misconduct under the Bye-Laws of the EBU relating to Conduct, whereupon such referral shall occur, the prior findings and

decisions of the Conduct Committee in relation to the matter shall be nullified, and the individual member shall be so informed.