



## University of Lincoln Paintball Sports Club Constitution

- 1) The name of the Sports Club shall be **University of Lincoln Paintball Club**, herein after referred to as the Sports Club.
  
- 2) **Aims and Objectives**  
The key aim of the Sports Club is to create an atmosphere where the game of paintball may be played to ensure enjoyment, competition and excitement, in addition to encouraging teamwork and fair play.
  
- 3) **The Committee**
  - 3.1) The committee shall be responsible for the running of the Sports Club and will convene at least twice a month on a day decided by the committee as a whole.
  
  - 3.2) The members of the committee shall be as follows:
    - President (*Also Chair of the Committee*)
    - Vice President (*Also Deputy Chair of the Committee*)
    - Treasurer
    - Activities Officer
    - Social Executive
  
  - 3.3) Committee meetings will be recorded by the President, or any other member when required, who will then type up a formal set of minutes notes so that the Society may keep notes and records.
  
  - 3.4) Committee positions may only be given to students who have won the official vote, held in March, and must be current students of the University of Lincoln.
  
- 4) **Duties of Committee Members**
  - 4.1) The duties of the Sports Club President shall be:
    - To oversee the day to day running and be the main point of contact for the Sports Club, including signing off any requests for funding, or other such things that will affect the society. He/she also operates the email.

- Act as protector of the constitution, including all policies and regulations to ensure they are upheld. The president will also ensure the sports club operates in accordance with the SU Constitution and its rules.
- Chair the committee meetings democratically and appropriately.
- Act as the figurehead of the society, providing the link between the members, the committee and the SU. Any issues or complaints about the society **MUST** be discussed with the president.
- The president must attend all Sports Committee, and keep the Paintball Committee up to date on Facebook, etc. weekly on a day of his/her choosing, or by other means. In case of absence, the VP or treasurer may fill this position on the Sports Committee. In Sport's Committee's, the President shall exercise the right to vote, should the Sports Club be given a vote.
- Ensure everyone is respected in the society, and there is no foul play or cheating during matches.
- In extreme cases, the President, along with a majority vote of the Committee and SU agreement, may ban a member for gross misconduct.

4.2) The duties of the Sports Club Vice President shall be:

- Deputise for the President when he/she is absent.
- Support the President's initiatives or decisions and provide support when it is needed.
- Act as Deputy Chair, or will Chair in times of absence, of any committee meetings
- Uphold the constitution, policies and regulations of the Paintball Sports club, and SU.
- Has an obligation, where possible, to join the president at any Sports Committee.

4.3) The duties of the Sports Club Treasurer shall:

- Monitor, verify and record the accounts of the Sports Club.
- Be responsible for ensuring that Paintball members adhere to the Students' Union financial regulations at all times. **MUST** remain honest at all times in regards to the budgeting and any monies, or else can be removed from office.
- Complete grant forms and the treasurer **MUST** be consulted in regard to the finance of trips, events or other activities that will involve the budget, in which he/she will have final decision. The President must sign off any requests for funding at the Treasurer's request, provided they're in agreement.
- Setting the budgets for events and ensuring that they are followed. In this case, the Treasurer will liaise with the Activities Office and Social ex on a regular basis. The Treasurer's word (providing there is sufficient reason) is

final, save an inquiry by the President if there is sufficient interest/unpopularity in the decision.

- Has the duty to attract more people to become paid members.
- Has an obligation, where possible, to join the President at any Sports Committees.

4.4) The duties of the Activities Officer shall be:

- To control of planning, co-ordination and organization of paintballing events
- To manage relationships with venues, and help promote the main events, as well as gain sponsorship for events.
- To have control of any upcoming events and ensure they are carried out effectively. Must still liaise with the Treasurer in regard to budgets, in which the Treasurer has the final say, as seen in section 4.3 (4). The Activities Officer has the right to appeal to the President or Vice-President if there is reasonable problem or dispute.

4.5) The duties of the Social Executive shall be:

- To develop and execute the plans of the committee in regard to socials and other such events.
- Promote/Create awareness of the Paintball Society's activities.
- Has a duty to attract more people to become paid members.
- Along with the Activities Officer, they will act as the main contacts of any sponsors, etc, and the social Executive, with support from the Activities Officer, will act as the main conductors of sponsorship, etc.

4.6) As of this section, all the above positions are fully formed positions of the committee in the Paintball Club, as approved by the Committee and members of the society, and the University of Lincoln SU.

## 5) Meetings

5.1) At least one full "all members meeting" a year should take place, in which you should vote your new committee in and/or any new constitution points you have changed. This will take place on an unspecified date in December of the first term in the academic term.

5.2) The society must have regular Committee meetings, at least once a month, though it is recommended they occur more regularly, specifically twice a month.

- 5.21) In these meetings, the President shall act as Chair. He/she will act as the keeper of the records. Committee meetings shall have a set agenda, drawn up by the President and Vice-President, to be discussed.
- 5.22) The agenda will dictate the meeting, as point of guidance, and all matters must be discussed with the attention of all Committee members.

- 5.3) The quorum for a full members of the meetings, which will take place once a year is 50% plus 1.
- 5.4) Only student, paid members of the Sports Club are permitted to vote at meetings and only those members present are permitted to vote.

## **6) Additional Information**

### **Paintball Matches**

- 6.1) Any member who wishes to take part in any Paintballing event must make attendance known two weeks in advance, or any other date stipulated by the Committee, otherwise they will not be able to attend ( due to cost and travel arrangements).
- 6.2) There can be no foul play, else the member will be subject to rules of both the Sports Club and current Paintball Centre.

## **7) The Constitution**

- 7.1) New Committees must formally submit the constitution and pass them on to the Activities Office before the 1<sup>st</sup> of July for approved by the Activities Executive and their relevant Committees.
- 7.2) By submitting a constitution all members are required to uphold its aims and objectives.

## **8) Dissolution**

Should the Sports Club reach a point where it is no longer able to carry out its mission and as such fold, or not re-affiliate with in one year, all assets and money will revert back to the University of Lincoln Students' Union.