

UK STRENGTH AND CONDITIONING ASSOCIATION

Constitution

The following constitution was proposed by the interim *"British Strength & Conditioning Association"* Development Group and was ratified by the founder members at the inaugural AGM, 14 May 2004.

The Board of Directors under 14.4 has subsequently voted the following amendments to this constitution, as at the time there were no Accredited or Life members of the Association. These amendments will be ratified at the next AGM.

- 0.1 12 August 2004: The name of the Association has changed from the *"British Strength and Conditioning Association"* to the *"UK Strength and Conditioning Association"* to reflect the increased scope to include England, Scotland, Wales and Northern Ireland.
- 0.2 26 January 2005: The title of the membership category outlined in 3.1.1 has changed from *"Full Membership"* to *"Accredited Membership"*
- 0.3 1 April 2005: The 2005 board election process cannot run as per 7.0 as there are no Accredited or Life members in place for this process. The nominations shall instead be presented to Founder and Associate members for the purposes of this election process.

1.0 Name of the Association

1.1 The name of the Association shall be the *"UK Strength & Conditioning Association"*.

1.2 Hereinafter the *"UK Strength & Conditioning Association"* shall be referred to as the 'Association'.

2.0 Objects of the Association

2.1.1 The Association shall be responsible for the training and accreditation of UK strength & conditioning practitioners to ensure a high standard of service provision.

2.2 The Association shall be responsible for the development and maintenance of professional standards of competency for UK strength & conditioning practitioners.

2.3 The Association shall act under its own auspices to attain the highest standard of provision given by its members for the relevant development of strength and conditioning and will seek to do all such things as are conducive or incidental to the attainment of this objective.

2.4 The Association shall service the professional interests of strength & conditioning practitioners and potential strength & conditioning practitioners.

2.5 The Association shall strive to be recognised as a source of specialist knowledge in the discipline of strength & conditioning.

2.6 The Association shall co-operate with:

- a. Home National Sports Councils
- b. UK Sport
- c. Institutes of Sport
- d. Appropriate Professional Bodies
- e. Other International Strength & Conditional Associations

3.0 Membership of the Association

Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of race, occupation, sex or religious, political or other opinion.

The Association shall consist of Accredited, Life, Associate, Affiliate and Honorary members, as follows:

- Accredited Membership*
- 3.1.1 Open to any practitioners who holds accreditation from the Association and has paid the stipulated fees.
- Life Membership*
- 3.2 Accredited members may apply for Life membership subject to the following prerequisites:
- a) The member shall make a written request to the Board of Directors.

b) The members shall be over 60 years old and have paid 25 consecutive annual subscriptions.

c) The member need make no further payment.

d) Life members shall have full voting rights.

Associate Membership

3.3 a) Is the minimum requirement for attendance on any Association course or workshop.

b) Open to people who have an interest in the area but are yet to meet the requirements for Accredited membership, provided they pay the stipulated subscription fee.

Affiliate Membership

3.4 Affiliate Membership is available to bodies that wish to have a direct link with the Association and pay an annual affiliation fee. The fee for affiliation to the Association shall be decided by the Board of Directors after due consideration of the intended use and function of the affiliation by each of the applicants.

a) Acceptance into this category of membership shall be at the discretion of the Board of Directors.

b) Affiliate members will be granted the right to display the insignia(s) of the Association and identify with the Association in a manner that is approved by the Board of Directors.

Honorary Fellowship

3.5 In addition to Accredited, Life, Associate and Affiliate membership categories, a *Honorary Fellowship* may be granted to anyone whom the Association believes has made a significant contribution to develop strength & conditioning in the United Kingdom.

3.6 Individuals in receipt of a *Honorary Fellowship* will have no voting rights nor shall they be asked to pay any fees.

4.0 Structure of Management

4.1 The affairs and finances of the Association shall be conducted by the Board of Directors consisting of Accredited and/or Life members duly elected to serve as Directors.

4.2 The Board of Directors shall delegate responsibilities to the Association offices and will receive proposals for approval from the Association offices.

4.3 For specific purposes the Board of Directors shall create Short Life Working Groups (SLWGs), which will report directly to the Board on progress and for ratification of recommendations.

4.4 The Board may, on occasion, appoint certain members or groups of members to represent the Association at specific events and for a specific time.

5.0 Membership of the Board

5.1 The Board of Directors shall consist of:
 5.1.1 A Chairperson
 5.1.2 Not less than five and no more than eight other elected

members of the Board of Directors

5.2 The Board of Directors shall elect one of the Directors with voting rights to the post of Vice Chairperson of the Board. The Vice Chairperson of the Board shall also be the Vice Chairperson of the Association and will maintain this position until the end of their elected term as director.

5.3 In the event of the Chairperson being unable to fulfil that position, the Vice Chairperson shall assume the position until the next AGM.

5.4 Directors shall hold office for two years and shall be eligible for re-election. Directors may not hold office for more than three consecutive terms in the same capacity.

5.5 During the Association's inaugural electoral process 50% of the Board of Management positions will be advertised for a period of one year only. This will ensure that during the lifetime of the Association, only 50% of the Board will retire during any normal electoral process.

5.6 The Chairperson shall be voted into position by the Accredited and Life members for a three-year period and shall be eligible for re-election.

6.0 Nomination of Candidates to the Board

6.1 Accredited or Life Members wishing to become Directors or Chairperson should submit, in writing, their willingness to serve, clearly identifying the category of Directorship they seek. The submission should also bear the signature of one

Accredited or Life Member who is willing to propose their nomination and one Accredited or Life Member who is willing to second their nomination. Nominations are to be received by the Association offices six weeks prior to the AGM.

7.0 Election of Board Members

- 7.1 The Nominations for Chairperson shall be duly presented to all Accredited and Life members and the Chairperson shall be elected by the majority of those voting at a General Meeting.
- 7.2 The nominations for Directors shall be presented to the Accredited and Life members and Directors shall be elected by the majority of those voting at a General Meeting.

8.0 Voting at the Board

- 8.1 In the event of a vote, those Directors present who are eligible to vote shall be entitled to one vote, except the Chairperson who shall have a deliberate and, in the case of a tied vote, a casting vote.

9.0 Quorum at the Board

- 9.1 The Quorum for a Board of Directors meeting shall be 50% of the Board with voting rights. In the event that neither the Chairperson nor the Vice Chairperson is present the Board shall elect a Director to act as Chairperson of the meeting.

10.0 Vested Interest

- 10.1 No member of the Board shall take part in any decision making process, which might

result in that board member gaining financially or materially.

- 10.2 No Board member shall seek to canvass on behalf of another person, persons or company who might gain financially or materially from a decision of the Board.
- 10.3 In the event of vested interest, the Board member concerned should declare his interest and leave the meeting for that part of the proceedings.
- 10.4 In the event that a Board member fails to declare such interest, he/she will be liable to expulsion from the Board and may face disciplinary procedures as a member of the Association.

11.0 Co-option to the Board

- 11.1 The Board of Directors may co-opt members in order to replace elected members who retire/resign during their term of office. Such co-opted members are not entitled to vote but may participate in all activities of the Board, including nomination to a Short Life Working group.
- 11.2 The total number of co-opted Directors may not exceed 50% of the Board with voting rights.

12.0 Short Life Working Groups (SLWGs)

- 12.1 The Board shall on behalf of the Association, form such short Life working groups as they see fit in order to conduct its affairs. Such groups, which shall be co-ordinated by the Board, will be formed to address specific tasks

within a given timescale and shall be disbanded when the tasks are completed.

- 12.2 The co-ordinator of each SLWG shall be responsible for reporting progress and recommendations to the Board.
- 12.3 The co-ordinator of the SLWG may invite members of the Board to serve on that group and may at his/her discretion co-opt onto that group such expertise or experience as is necessary to fulfil that group's purpose.
- 12.4 The co-ordinator shall ensure that the Board is aware of the membership of the group at each Board meeting.

13.0 Minutes

- 13.1 The minutes of the Annual General Meetings shall be circulated to members with the next regular publication of the Association's Newsletter and/or via appropriate electronic means.
- 13.2 The Board of Directors minutes shall be made available to members at the Association office (subject to discretionary deletions by the Association offices).

14.0 Management of the Association

- 14.1 The management accounts of the Association shall be overseen by the Board of Directors.
- 14.2 The financial year of the Association shall end on the thirty-first day of March. The accounts for the financial year shall be audited by independent chartered accountants and then presented to the AGM.

14.3 The affairs, discipline, funds and properties of the Association shall be managed by the Board, which may delegate any part of its work, within such powers as it may deem necessary, to one or more of its members.

14.4 The Board shall have the power at its absolute discretion to deal with any matter not provided for within the rules of this Constitution and do such things as are incidental or conducive to the attainment of the above aims or any of them subject only to:

a) The income and provisions, both heritable and movable, of the Association whence so ever derived shall be applied solely towards promotion of the objects of the Association as set forth herein.

b) If upon the winding up or dissolution of the Association there shall remain after the satisfaction of any debts and liabilities any property whatsoever – the same shall not be paid to or distributed among the members of the Association but shall be transferred to some charitable institution to be determined by the members of the Association at or before the time of dissolution.

15.0 Borrowing Powers

15.1 The Board of Directors shall have power subject to consultation with the Association's Solicitor, Accountant and Chairperson in writing, to borrow any monies required for the purposes of the Association (with or without security) on such terms and conditions as the Board may determine and to charge any

property, heritable or movable belonging to the Association with repayment of the money so borrowed and to authorise the trustees ex-officio of the Association (who shall be the Chairperson and Vice Chairperson) to grant on behalf of the Association all deeds and documents that may be necessary in respect of such borrowing.

16.0 Power of Sue

16.1 The Board of Directors shall be entitled to sue or pursue by other means debtors on behalf of the Association.

17.0 Fees

17.1 Subscription Fee

The stipulated subscription fee of the Association shall be paid annually by all members in whatever category of membership. The due date for the annual subscription shall be the first of May. The Membership fee(s) shall be recommended by the Board of Directors and shall be ratified at an Annual General Meeting by a simple majority of the members.

17.2 Lapse of Subscription

a) Members whose subscription has lapsed shall be deemed to have left the Association and will have all their rights of membership withdrawn.

b) Members whose subscription lapse is greater than one year but less than three years will be eligible to rejoin the Association upon payment of the rejoining fee and subscription fee.

18.0 Disciplinary Procedures

18.1 All strength & conditioning practitioners are bound by the Associations' code of conduct. In the event of a breach of this code then the Board will act upon and investigate the allegations made against the individual by either the general public, his/her employer or fellow professionals

18.2 The Board of Directors shall call disciplinary procedures against any member on the basis of evidence presented.

19.0 Annual General Meeting

19.1 The Annual General Meeting shall (except in exceptional circumstances) be held in the Spring when the audited accounts shall be presented.

19.2 The Board shall ensure that a period of no more than 15 months shall elapse between Annual General Meetings.

19.3 All paid up, Accredited and Life members shall have the right to vote at the Annual General Meeting.

a) The quorum for an Annual General Meeting shall be 25 Accredited or Life members of the Association, one of whom shall be the Chairperson or the Vice Chairperson.

b) If the meeting is quorate and has been opened by the Chairperson and consequently the numbers fall below the quorum at any stage, the meeting is still competent to transact business.

20.0 Special General Meeting

20.1 A Special General Meeting shall be called at the discretion of the Board of Directors or within six weeks of receipt of a requisition by 20 Accredited or Life members of the Association stating the reason for such a meeting.

20.2 a) The quorum for a Special General Meeting shall be 25 Accredited or Life members of the Association, one of whom shall be a Board Member and in the event of neither the Chairperson or the Vice Chairperson being present the Board Member shall chair the meeting.

b) If the meeting is quorate and has been opened by the Chairperson and consequently the numbers fall below the quorum at any stage, the meeting is still competent to transact business.

21.0 Amendments to the Constitution

21.1 The Board of Directors may propose amendments to the Constitution provided the Association offices receive them six weeks prior to the date of the General Meeting.

21.2 Accredited and Life members may submit amendments to the Constitution. The amendments must be made in writing and signed by the proposer and seconder. The Association offices must receive them six weeks prior to the date of the General Meeting.

21.3 The Board of Directors has the authority to negotiate a composite motion between the submitting parties.

21.4 This Constitution may be altered or amended only if the alteration or

amendment has been presented in accordance with the Constitution and has been approved by two thirds of those voting (in person or by post) at a General Meeting.

22.0 Voting at General Meetings

22.1 All paid up, Accredited and Life members who are unable to attend Annual General Meetings will be able to vote by post and not by proxy on the election of the Board of Directors and Chairperson provided they do so on the official form sent out by the Association offices when the meeting was called.

22.2 All paid up, Accredited and Life members who are unable to attend General Meetings will be able to vote by post and not by proxy on the matters detailed in the agenda attached to the notice calling the meeting provided they do so on the official form sent out by the Association offices at that time.

22.3 The voting form(s) shall be either received by the Association offices two days prior to the General Meetings or personally handed to the Association Chairman by the members at the appropriate time during the General Meetings.

23.0 Privileges

23.1 Every member of the Association shall during the period of membership be entitled to:

- a) Take part in the activities of the Association (subject to byelaws)

- b) Wear the appropriate insignia of the Association (subject to payment).
- c) Receive the regular publication of the Association.
- d) Be in receipt of benefits and offers made to the Association (depending on category of membership).

24.0 Right to Publish

24.1 While a member may submit an article to the newsletter, the Editor may reserve the right to publish. However, if the member re-submits the article to the Board of Directors, countersigned by 10 other members, the Board of Directors will consider it for publication.

25.0 Freedom from Liability

25.1 No member shall have any claim against the Association, or members of the Board of Directors, or employees of the Association, or on individual members of the Association for any loss, injury or damage whatsoever, caused by or arising from participation in activities of the Association or functions by or on behalf of the Association.

26.0 Bye-Laws

26.1 The Board of Directors has the power to make any byelaws deemed necessary in connection with the running of the Association. Such byelaws will remain in force unless they are revoked by the Board of Directors or by the members at a General Meeting and shall be binding on all members.

26.2 New byelaws shall be published in the regular newsletter of the Association. Copies

of the byelaws shall be made available from the office of the Association.

27.0 Conduct of Members

- 27.1 The members (current or lapsed) are governed by:
- a) The Constitution and byelaws of the Association.
 - b) The Association Code of Conduct.