



Inspiring MOVEment.

## **Constitution**

All members must abide by the Constitution.

### **1. NAME**

- a. The name of the Club will be 868 Triathlon hereinafter referred to as “the Club”.
  - The Club will have a female only division.
- b. The Club’s colours will be Black, Red, and White.

### **2. REGISTERED OFFICE**

- a. The registered office of the Club will be in Trinidad and Tobago at LP9 Sinaswee Street, Carapichaima, Trinidad.

### **3. OBJECTIVES**

The objectives of the Club will be to promote an active lifestyle, fitness, health and wellness by:

- a. Coaching recreational and competitive persons in multisport events (triathlon, paratriathlon and related multisport events) including cycling, running and swimming;
- b. Supporting the growth of triathlon, paratriathlon and related multisport events, including cycling, running and swimming;
- c. Organising members to represent the club in local and international multisport events;
- d. Establishing a women-only division within the Club to build awareness of opportunities for girls and women of all ages and abilities, and inspire one another in the sport of triathlon and multisport events, including cycling, running and swimming;
- e. Promoting the participation of children in multisport events by creating a culture of safety and fun.

### **4. SCOPE**

The club will cater for:

- a. Triathlon and multisport events involving the individual sports of running, cycling and swimming, inclusive but not limited to duathlons, aquathlons and other variations.

### **5. MEMBERSHIP**

- a. The Club may accept applications from individuals.
- b. Membership will be open to all persons regardless of abilities.
- c. Members will get medical clearance prior to commencement of the Club’s activities.



Inspiring MOVEment.

- d. Trinidad & Tobago Triathlon Federation (TTTF) is the national governing body for the sport of triathlon. Members must be registered members of the TTTF. Removal of a member's TTTF membership will result in automatic loss of the Club membership.
- e. Participants in training sessions, club competitions and other club activities must be members of the Club, however, the Club may permit the involvement of non-members at their discretion.
- f. Application for membership will be made via the online application. All applications will be reviewed for approval by the Club. Membership is valid only for the calendar year in which it is signed.
- g. All members under the age of 18 must have a parent or guardian consent. Applicants under the age of 18 may require a parent or guardian to be present at training sessions.
- h. Members must represent the Club in triathlon and multisport events, national championships, international championships and at other competitions as Management will decide.
- i. Approved persons remain members of the club until the earlier of:
  - such time as they tender a resignation or
  - they fail to pay their Annual fee by 31 January or
  - they fail to pay the Monthly fee for three (3) consecutive months or
  - their membership is withdrawn due to non-compliance with the Club Constitution or Code of Ethics
- j. Management is empowered to withdraw membership from any member, at the Club's discretion.

## 6. EQUALITY

- a. The Club will carry out all functions in a manner that promotes equality of opportunity between persons of different religious belief, political opinion, racial group, age, marital status, sexual orientation, gender, athletic ability or disability.

## 7. MANAGEMENT

- a. Management will be responsible for carrying out the objective and scope of the Club. The following Officers will be elected at an Annual General Meeting:

### ★ President

The President will be responsible for

- convening Management meetings once per quarter or as needed
- ensuring operations of the Club are conducted in the best interest of the Club



Inspiring MOVEment.

- ensuring that all aspects of the Code of Ethics are implemented fully in the club  
The President will serve a three (3) year term.

★ Secretary

The Secretary will be responsible for:

- creating and maintaining a members database
- dispatching information bulletins to members
- recording and circulating minutes from AGMs and Management meetings
- scheduling group training and other group sessions, as required.

The Secretary will serve a three (3) year term.

★ Club Liaison

The Club Liaison will be responsible for:

- networking between the Club, members, TTTF and other external agencies as required.
- external communications including the club website, social media, promotional posters, press releases and race reports.

The Club Liaison will serve a two (2) year term.

★ Club Director

The Club Director will be responsible for:

- act as a spokesperson for the club
- assist in any other function as needed during the term.

The Club Director will serve a one (1) year term.

All Officers are responsible for organising official club social events throughout the year.

Management will remain in office for the term of their position. Persons can be elected for a maximum of two (2) consecutive terms. but will be eligible for reelection after a minimum of 1 year absent from the position.

Management will abide by the following:

- b. All positions are filled by election at the Annual General Meeting, with each member of the Club present having one vote per position.
- c. Any club member who has been a member for at least the previous twelve (12) months can declare their interest in a position, whereupon they must be proposed and seconded by two members of the Club. The “12-month rule” does not apply in the first year of the club being formed.



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- d. Where more than one person is nominated for a position, the person deemed elected is the person who receives the most votes. Such votes will be held by secret ballot.
  - e. Where there is only one nomination for election, that person is deemed elected if there is a majority of votes in favour of the candidate.
  - f. Management will have the power to co-opt members from time-to-time and for specific projects.
  - g. Management will have the power to create new Officer positions, as needed.
  - h. Management will meet once per quarter or as decided by the President.
  - i. Meetings may be held via electronic medium.
  - j. Any Management officer who fails to attend two (2) consecutive meetings of Management without formal leave of absence will forfeit their seat on Management.
  - k. Approval for motions taken at Management meetings will be by simple majority. The President will hold the deciding vote in event of a tie.
  - l. Copies of Management meeting minutes should be made available to all members from the Secretary within two (2) weeks.
  - m. Seventy-five percent (75%) (rounded down to whole numbers) of management will form a quorum at meetings.
8. ANNUAL GENERAL MEETING / EXTRAORDINARY GENERAL MEETING
- a. The Annual General Meeting will be held no later than the 1 February of the calendar year..
  - b. The business of the Annual General Meeting will include:
    - Receipt and adoption of the Annual Report for the previous year.
    - Receipt and adoption of financial statements for the previous year.
    - Election of Officers for the upcoming year.
    - Consideration of resolutions of which notice has been given at least fourteen (14) days prior to the date of the Annual General Meeting.
    - Transaction of any general business.
  - c. At least twenty-eight (28) days' notice will be given to members of the date, proposed venue and agenda items for the Annual General Meeting.
  - d. Each fully signed up member present at the meeting will have one vote. No proxy votes will be accepted.
  - e. All motions proposed and voted on, and the election of Management members is by a simple majority. Voting will ordinarily be by a show of hands (two ordinary members will be charged with counting hands) except in the case where a member or group of members requests a secret ballot.
  - f. Quorum will be not less than forty percent (40%) of the members.



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- g. An Extraordinary General Meeting will be called by the President or Secretary within one month of the receipt of a requisition signed by at least twenty-five (25%) of the members stating the purpose of the meeting. At least fourteen (14) days notice will be given to members of the date, venue and purpose of an Extraordinary General Meeting.
- h. Constitution Rules will only be altered, added to, or deleted at an Annual General Meeting or an Extraordinary General Meeting called for that purpose and then only by a majority of those present and voting.

#### 9. AFFILIATIONS AND SPONSORSHIPS

- a. The club will be affiliated to The TTTF and to such other sporting bodies as Management consider appropriate in order to carry out the objects of the Club.
- b. Management may approve commercial sponsorship arrangements including the placement of commercial logos on club equipment, clothing, racing kit, the club website, and any other Club collateral in return for financial or other support given by sponsors to the Club. Any agreements made in respect of the same and signed by the President and Treasurer acting as agents for management will be binding on the club.
- c. All contracts agreed with a third party must be authorised by management and are subject to annual review.

#### 10. SUBSCRIPTIONS

- a. Subscription to the Club is by means of an annual membership fee and a monthly training fee.
- b. Annual fees are due each new calendar year no later than 31 January of that year. Monthly fees are due no later than 3rd of each month, unless advised otherwise by Management.
- c. The Secretary and Treasurer will maintain a register of the Club members based on subscriptions collected.
- d. The Club's financial year ends each December 31st.

#### 11. RESIGNATIONS

- a. Any member wishing to resign must do so in writing and be addressed to the Chair or Secretary. The resignation will be considered by management within one calendar month of receipt and will be held as effective on the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club, and acceptance will be withheld until the debt has been discharged.



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## 12. NOTICES

A notice required to be given under this Constitution will be sufficiently given if:

- a. Published on the website of the Club or
- b. Announced on the Club social media outlets.