



Founded 1941

Yorkshire Mountaineering Club Ltd

Regulations and Procedures and other matters -January 2008

(to be read in conjunction with the Club Rules)

- 1. The regulations and procedures** are required by the rules of the Yorkshire Mountaineering Club Ltd. They can be amended by the Committee of the Club at any time,
- 2. Membership.** The Committee has also agreed the categories of membership, and these are set out in the attached.
- 3. Hut usage.** Also attached are the rules for the use of the hut as agreed by the Committee

YMC Limited Regulations and Procedures

(regulations and procedures can be amended at any time by the Committee)

Rule 5.10: Procedure for Termination/Suspension of Membership

1. Any breach of the club's rules and regulations or activity which could be detrimental to the reputation of the club shall be reason for termination or suspension of membership.
2. The Committee shall determine whether such an act as described in 1 above has been committed.
3. Any person accused of a breach of the rules/regulations or of bringing the club into disrepute, shall be informed in writing, and shall have the right to make representations to the Committee either in writing or in person within 28 days.
4. If it is determined that such an act has been committed, then the Committee shall determine whether suspension or termination is appropriate and inform the person within 10 days of the decision.
5. The Committee may decide that whilst a breach has been committed, termination or suspension is not appropriate, and a written warning will suffice.

Rule 7.9: Procedures for Conduct of General Meetings

1. The meeting will be chaired by the President or his/her nominee
2. In the case of the AGM, the outgoing President will chair the meeting until the new president takes over immediately prior to the election of the Officers and Committee members
3. A record will be kept of all present at general meetings, including an individual's membership category.
4. The honorary secretary, or his/her nominee, will take a record of any meeting and circulate this to the committee following the meeting.

Rule 11.5: Procedure for the Conduct of Committee meetings

1. The Chair for Committee meeting shall be as determined under rule 13.2.
2. The agreed minutes of a meeting shall be signed by the Chair and Honorary Secretary (or their substitutes).
3. The minutes shall be circulated to all Committee members within 3 weeks of the date of the meeting in question.
4. The minutes shall record any decision taken, actions agreed, and any votes cast.
5. A programme of meetings shall be agreed at the first meeting following the AGM. If it is necessary to rearrange a meeting, at least 7 days notice must be given of the new meeting date.

Rule 12: Officers

1. The officers referred to in Rule 12 are those officers elected at the AGM and who are responsible for the administration of the club, and who make up the Committee as defined in Rule 13. There are other official posts which do not fall under the definition of officers within Rule 13. These are as follows: Librarian, Slide Show Co-ordinator,

Rule 21: Regulations for the Inspection of Books

1. All requests by an individual to inspect their own details entered in the Register of Members and Officers shall be made to the Honorary Secretary. The request will normally be met within 3 weeks at a time and a place to be mutually agreed.

Section 5: Finance

- 1 Any expenditure associated with the business of the club must be authorised by the relevant Officer and payment will only be made on the receipt of the appropriate invoices.

Rule 11.5: Procedure for the Conduct of Committee Meetings (..cont'd)

6. Committee Members are responsible for the administration of the Club and shall agree to :-
 - (a) Act in the Club's best interests at all times.
 - (b) Make every effort to attend all Committee Meetings.
 - (c) Arrive promptly to all Meetings.
 - (d) Respect the views and opinions of each other.
 - (e) Support and accept majority voting on issues as decisive and final.
 - (f) Maintain confidentiality regarding Meeting discussions.
 - (g) Resign from the Committee before supporting any Resolution that could be interpreted as opposing Committee decisions.
 - (h) Promptly submit written allegations concerning breaches of Club Rules, Regulations, or Procedures to the Honorary Secretary.
 - (i) Resign from the Committee if this Code of Conduct is broken.
 - (j) Review this Code of Conduct annually, and amend if necessary.