



# **Scout Motorsport Club SA**

## **Standing Resolutions**

**Version 1.1**

**Adopted 27 May 2014**

## VERSION CONTROL

VERSION	DATE RATIFIED	COMMENTS
1.0	14/05/2013	New Standing Resolutions, replaces RSMSA Constitution v1.4
1.1	DRAFT	Changes to: 4.2, 6.1, 7.1, addition of new SMCSA logo

## **1 The Club**

The name of the club is Scout Motorsport Club SA.

The shortened version of this title is "SMCSA".

The club is formed within and is subject to; the Constitution, Regulations and Policies and Procedures of Scouts Australia (SA Branch) "Scouts SA"

## **2 Authority**

**2.1** SMCSA exists under the administrative umbrella of Scouts SA and as such, is subject to the administrative Policies and Procedures of the Branch.

**2.2** SMCSA is a member of the Confederation of Australian Motor Sport "CAMS" and as such must conform to the motorsport standards and requirements of CAMS for all motorsport activities. Accordingly, SMCSA is covered by the full suite of indemnities and insurance covers provided through its CAMS membership. These indemnities and covers provide the only motorsport insurance cover available to the club.

**2.3** Scouts SA shall have no direct authority over the motorsport activities of SMCSA. Scouts SA may however make administrative directions to the club, which must be adopted unless they contradict with CAMS requirements. For motorsport activities, SMCSA is an entity on its own, subject to the rules and regulations of CAMS as the governing body.

## **3 Objectives**

**3.1** SMCSA is established to oversee, promote, foster and conduct all aspects of motorsport events conducted through Scouts SA under the auspices, guidelines and direction of CAMS.

**3.2** The SMCSA charter is to support the development and implementation of high standards, common measures and practices of safety and ethics for all motorsport activities conducted under its authority.

**3.3** To affiliate approved motorsport activities with CAMS, acknowledging its constitution and observing the published CAMS National Competition Rules "NCR".

**3.4** To provide the structure for indemnity insurances through CAMS for all authorised motorsport conducted by the club.

**3.5** To promote friendship and courtesy on and off the track between all members of SMCSA.

## **4 Membership**

- 4.1** General and Associate Membership of SMCSA is restricted to current financial members of Scouts SA.
- 4.2** All registered and current financial members of Scouts SA, over the age of twelve (12), are eligible for General Membership of SMCSA. Membership will only be granted on application and payment of any fees applicable.
- 4.3** General Members of SMCSA shall endeavour to obtain a CAMS Competition or Official's licence within six (6) months of joining.
- 4.4** Associate Membership is available to other members of Scouts SA who are interested in the activities of SMCSA. Applications for Associate Membership shall be made in writing to the Secretary. Associate Members do not have voting rights.
- 4.5** Reciprocal Membership is available to members of other Motorsport Clubs that are affiliated with CAMS. Reciprocal Membership entitles such members to compete in SMCSA club events if approved by event Supplementary Regulations. Reciprocal members do not have voting rights.
- 4.6** Temporary Membership shall be available for financial members of Scouts Australia for a specified event if approved by event supplementary Regulations. Temporary Membership will be considered on a case by case basis with membership applications to be received by the Secretary at least thirty (30) days prior to the event. Temporary membership is valid for the time of the event only and Temporary members do not have voting rights.

## **5 Subscriptions**

- 5.1** General Members – Ten dollars (\$10) per annum.
- 5.2** Associate Members – Twenty dollars (\$20) per annum.
- 5.3** Reciprocal Members – Subject to event Supplementary Regulations.
- 5.4** Temporary Members – Subject to event Supplementary Regulations.

## **6 The Executive Committee**

**6.1** The Executive Committee of SMCSA shall comprise:

- a)** The President
- b)** The Secretary
- c)** The Treasurer
- d)** The Technical Officer
- e)** The CAMS Delegate
- f)** The Branch Commissioner, appointed by ACC Adventurous Scout Activities (ASA).
- g)** Up to three 'co-opted' members who may be appointed at the sole discretion of the Executive Committee.

**6.2** An Executive Committee Member may hold more than one position concurrently if required.

## **7. Executive Committee Members**

### **7.1 Executive Positions**

#### **7.1.1 President**

The President of SMCSA shall be the recognised head of the club and shall preside over the Executive and General Meetings as the Chairman, and ensure that all business transacted at such meetings is in accordance with SMCSA Standing Resolutions.

The President shall conform to the motorsport guidelines of CAMS when deeming whether or not an activity can be run. The President will provide feedback to event organisers and assist them in ensuring that all risks are minimised as best as possible. The President will also gain the prior approval of Scouts SA to conduct motorsport events.

The President shall consult with Scouts SA as required and accept administrative direction from the appropriate Commissioners.

#### **7.1.2 Secretary**

The Secretary shall keep true and correct records of the minutes of all Executive and General Meetings as required, and conduct the correspondence of SMCSA as appropriate.

The Secretary shall be responsible for maintaining a list of Club members and shall monitor their current financial status within Scouts SA.

The Secretary shall be responsible for processing all applications to run motorsport activities within Scouts SA. The Secretary is also responsible for ensuring that SMCSA maintains its CAMS affiliation.

#### **7.1.3 Treasurer**

The Treasurer shall handle all funds coming to and going out of SMCSA. This includes but is not limited to CAMS Affiliation fees, event permit fees and membership fees. The Treasurer shall manage all accounts and the financial needs of all events and activities.

The Treasurer shall work with the appropriate Commissioners within Scouts SA to submit a Branch budget application each year by the due date.

#### **7.1.4 Technical Officer**

The Technical Officer is to provide technical advice to the Executive Committee regarding interpretation of the CAMS Manual of Motorsport. They may also be called on to provide advice to the President at any time. The Technical Officer may also be required to provide technical advice to SMCSA competitors.

The Technical Officer must hold or obtain appropriate CAMS qualifications suitable to the role such as Scrutineering.

#### **7.1.5 CAMS Delegate**

SMCSA is an affiliated CAMS Club and the CAMS Delegate is required to represent SMCSA at all relevant meetings of CAMS, including but not limited to State Council meetings.

#### **7.1.6 Branch Commissioner**

ACC Adventurous Scout Activities shall appoint an appropriate person to oversee the Scouting related activities conducted within SMCSA.

#### **7.1.7 Coopted Members (up to three)**

The Executive Committee may coopt up to three additional members (either as full members or for a specific period of time) at its sole discretion to assist it with projects, specialist advice, replace a vacancy temporarily or for any other reason.

Coopted members do not have voting rights unless they are a current General Member of SMCSA.

### **7.2 Vacancies:**

The Executive Committee may appoint anyone to fill a Casual Vacancy. Such appointment shall be ratified at the next possible General Meeting. Such appointments shall not have voting rights unless they are a current General Member of SMCSA.

### **7.3 Election of the Executive Committee**

#### **7.3.1** Nominations for positions on the SMCSA Executive Committee are only available to General Members of SMCSA. Nominations for Executive positions must be made at least four (4) weeks before the AGM.

Late nominations shall be accepted on the day of the AGM should less than two (2) nominations be in place.

Coopted members of the Committee (if so appointed) may be drawn from outside the Scouts SA at the discretion of the Committee.

## **8 Meetings**

**8.1** General Business Meetings shall be held as required. Two (2) weeks notice must be given for any general business meetings. General Business Meetings are to be held in order to modify the rules and regulations of the club and to resolve any issues that the Executive cannot resolve.

**8.2** The Annual General Meeting shall be held in May each year. The agenda, date, time and location must be announced in writing at least 4 weeks prior to the meeting.

The purpose of an Annual General Meeting is to elect the new Executive Committee and present the annual reports and financial statements.

**8.3** Executive meetings shall be held as required and may be called at any time by either the President or Secretary. No minimum notice is required, but meetings shall be scheduled to suit all members of the Executive where possible.

Executive meetings shall be held to endorse events, for Scouts SA and CAMS approval and process membership applications.

The Executive are empowered to make urgent changes to the Club rules and regulations when required to comply with CAMS or Scouts SA regulations.

**8.4** A quorum for a General, Special or Annual General Meeting shall consist of at least Ten (10) voting members.

Executive meetings require at least the President and two others (not including Coopted Members).

**8.5** Proxy voting is permitted at any SMCSA meeting using the form provided on the SMCSA website.

**8.6** Voting shall be by a simple majority (greater than half the eligible votes) of those attending the meeting in person or by proxy. A tied vote shall fail.

**8.7** The Executive shall be responsible for appointing an impartial member of Scouts SA to act as Chair of the SMCSA Annual General Meeting.

## **9 Financial Reporting**

**9.1** True and correct records of accounts shall be kept of; the sums of money received and expended by SMCSA, the manner in which such receipt and expenditure takes place plus a register of the property, assets and liabilities of SMCSA.

**9.2** At least once every year, the accounts and books of SMCSA shall be examined and confirmed by one (1) or more Auditors approved by Scouts SA.

**9.3** The Executive shall produce before every Annual General Meeting, an Annual Balance Sheet and Income and Expenditure Statement for the Financial Year of SMCSA.

**9.4** The Financial Year of SMCSA will align with the Financial Year of Scouts SA.

**9.5** Any bank accounts held by SMCSA shall be in the name of Scouts Australia (SA Branch) SMCSA and such accounts shall only be operated by two signatures of the Executive, signified by one (1) signatory counter-signing the other.



## **10 Alteration to SMCSA Standing Resolutions**

- 10.1** These Standing Resolutions shall not be altered, amended or annulled, except at an Annual General Meeting, or a Special General Meeting called for that purpose, and unless one (1) calendar month's notice in writing of such intended alteration, amendment or annulment shall be given by the Secretary of SMCSA.
- 10.2** Upon receipt of such notice the Secretary shall immediately notify all members of SMCSA in any way they deem appropriate.
- 10.3** Alterations to SMCSA Standing Resolutions require a two thirds majority of all voting members present in person or by proxy.
- 10.4** No alterations to SMCSA Standing Resolutions shall take effect until they are approved by the Chief Commissioner of Scouts SA or their delegated officer.

## **11 Operational Regulations (Motorsport specific regulations)**

- 11.1** Operational Regulations or proposed changes shall be made by providing written notice to the Secretary at least fourteen (14) days prior to a General Meeting and shall only be adopted by a majority resolution of the SMCSA Members present or by proxy. All changes to Operational Regulations are subject to the final approval of CAMS.
- 11.2** The Executive Committee has the power to make temporary changes to Operational Regulations which they may deem necessary for carrying out the purposes of SMCSA. These changes shall be ratified at the next General Meeting and be subject to the final approval of CAMS.

## **12 Winding Up**

- 12.1** A Member is not liable to contribute towards the payment of the debts and liabilities of SMCSA or the costs, charges and expenses of a winding up of SMCSA.
- 12.2** As SMCSA operates as a section within Scouts SA, all property and other assets are legally the property of Scouts SA. On winding up, any surplus assets shall be returned to Scouts SA.

~~~end of Standing Resolutions~~~