

Portsmouth Triathletes Notice of Extraordinary General Meeting

Notice is hereby given that an Extraordinary General Meeting of Portsmouth Triathletes Club will be held on

Thursday 20 April 2023 at 1900 hours

By [Zoom](#)

Purpose

The meeting is convened for the purpose of proposing updates to the Constitution.

The changes to the constitution will predominantly allow the Club to take forward a new IT system that will provide a range of benefits, including.

- Improved membership system
- Event booking and payments.
- A single In Case of Emergency Form (ICE)
- Reduced burdens on volunteers helping to set up and manage club sessions.

The new IT system will require a change to the following areas in the constitution.

- Membership categories will reduce to Single, Joint and Honorary memberships only.
- Family membership options will cease to be available.
- Membership renewal will be annually on 1st July for everyone, with pro rata payments adjusted quarterly.

Other changes to the constitution include.

- A softer focus on the Club planning approach.
- A reframing around the Club having a junior offer.
- Separating out the list of policies from the constitution and
- Junior Membership will be activated when there is a Junior offer available.

Case for change

The main changes to the constitution are necessary to support the use of a new IT system. If the proposed changes are not adopted, then the Club will not be able to use the new IT system.

A sub-group of the current and former committee has spent more than a year researching options, finding the proposed Connect My Club IT system to offer the best solution. The necessary changes are outlined in more detail below.

Other changes are proposed following a review of the constitution by the current committee. Each change will be considered separately.

Membership Categories

There are currently 4 categories of membership: Single, Family, Junior and Honorary.

Single and Honorary will remain the same. Junior memberships will be activated when the club is accredited and able to offer training sessions to Juniors.

Family membership will be replaced with a Joint membership option. This is because each adult needs to be able to book separately onto club sessions.

As currently happens, children and grandchildren of members will still be welcomed to club social events.

For the small number of current families that may find this limits their options, a member of the committee will work with them to try and find a solution.

Membership Renewals and Session bookings

The current approach requires a lot of work to run sessions through various social media groups, Eventbrite and emails. Membership is also operated through a separate IT system.

If renewals remain annually from the date of joining, it will take up to 12 months to transition all active members across to the new IT system.

Running duplicate systems is not only time consuming for volunteers but confusing for members.

A single, annual renewal date will enable the oversight of membership to be clearer and simpler for both the membership secretary and members.

The proposed change will be managed on a pro rota, with members having a period between 1st June and 30th August 2023 to transfer, paying an appropriate rate to take their membership from their current end date to 30 June 2024.

Drop in Sessions

To enable members to ask questions and understand the proposed changes, 2 drop-in sessions will be made available. One will be on Zoom and one in person as follows.

- Session 1: Tuesday 4th April 7pm
- Session 2: Week Commencing 10th April.

Amended constitution.

The amended draft constitution will be available online from 1st April 2023. The EGM will provide the opportunity to discuss these and any proposals for further amendments or queries. However, the Committee would also welcome prior notice of any proposals in advance of the EGM.

EGM Governance

The quorum for an EGM is ten per cent of adult members. Members who are unable to attend the EGM can notify the Secretary within 7 days of the EGM and nominate a proxy vote.

All proxy votes need to be notified to the Secretary by **7pm on 13 April 2023**

One member can have a maximum of 5 proxy votes (one vote for each change in the constitution). Proxy votes will count towards the quorum of ten percent. Any member using proxy vote who then chooses to join the meeting, cannot vote again.

Each element of the constitution will only be changed through agreement by a two-thirds majority vote.

Dated 20 March 2023

Secretary Portsmouth Triathletes
secretary@portsmouthtriathletes.co.uk