

Article I: NAME

“Red Sea Dragon Boat Club”

Article II: PURPOSE

The objectives of the **Red Sea Dragon Boat Club** are

- (a) to promote and foster Dragon Boat racing through organized activities and events.
- (b) encourage KAUST community participation in recreational activities as a means to promote this popular sport, and provide general levels of physical fitness.
- (c) provide opportunities for participants to enjoy Dragon Boating in a spirit of enthusiasm and involvement.
- (d) assist our fellow KAUST participants to have an opportunity to challenge themselves and to express their skill levels of performance.
- (e) conduct and promote Dragon Boating in accordance with the associations aims, rules and regulations.
- (f) liaise with KAUST management and the KAUST Manager: Recreation Services with regard to provision of facilities and other resources.
- (g) ensure an environment emphasizing water safety, responsible actions and proper procedures towards good sportsmanship and self-discipline.
- (h) organize club social and fundraising activities.

Article III: MEMBERSHIP

The following are eligible for membership:

1. KAUST Faculty & Staff
2. Community Members & their eligible dependents

The categories of members will be:

1. **Regular** – for those over the age of 18 years (Gregorian)
2. **Junior** – for those under the age of 18 years (Gregorian) with the full support of a parent or guardian

Article IV: OFFICERS

The Red Sea Dragon Boat Club shall have the following officers:

*Only Regular members are eligible to be elected as Officers.

The Club Board of Officers consists of:

1. Director
2. Deputy Director
3. Secretary
4. Treasurer
5. Four additional members – the number of which may be altered at the Annual General Meeting (AGM) if required by circumstance, such as low membership
6. Student/Scout Representative (if no student is nominated, the position remains vacant).

The duties of the elected members are as follows:

1. The Director:

- Preside at all meetings of the club
- Call regular meetings and special meetings of the Board of Officers so that the business of the club may be undertaken
- Appoint ad hoc committees not otherwise provided for and for special projects
- Provide for the discharge of temporary duties in the absence of other Officers
- Ensure the charter and the rules of the club are enforced
- Liaise with KAUST Management
- Liaise with International Dragon Boat Federation

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2. The Deputy Director:

- Assist the Director and assume the role of the Director in their absence

3. Secretary:

- Maintain all records relating to all proceedings related to Board and Club Meetings
- Issue notices of Board and Club Meetings and the necessary agenda
- Inform KAUST Recreational Services of any changes to the Board of Officers within two (2) weeks of any change taking place

4. Treasurer:

- Manage the financial affairs of the club
- Collect all monies due to the club
- Pay all bills for the Club
- Maintain the Financial Record of The Club, as prescribed in this Charter or by the by-laws or KAUST guidelines for Self Directed Groups (SDG's)

5. Additional Members:

- Manage portfolios as determined by the Director
- Manage club projects
- Perform other duties as required by the club or Board of Officers

6. Student/Scout Representatives

- Represent on the Board the interests of the students/scouts;
- Manage portfolios as assigned by the Director;
- Manage the club projects; and
- Perform other responsibilities as required by the club and the Board.

7. The following Portfolios may be allocated by the Director to Board Members*:

- Events
- Communications
- Social
- Youth Training & Recruitment
- Education
- Membership
- Awards
- Facilities
- Liaison with KAUST Recreation

*this list is not limited to all

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Article V: MEETINGS

- **General Meetings** can be attended by all members of the club so that the business of the club may be discussed.
- The **AGM** will be held within two (2) weeks of the start of the Academic year in September of each year at KAUST. Prospective new members may be invited to attend as observers. The AGM will be primarily held for the election of the Board of Officers. The annual Financial Report will also be ratified and approved (or not) by the Board of Officers at this time. The Board of Officers will take over immediate responsibility after their election
- A **Special General Meeting (SGM)** may be called in exceptional circumstances, so that matters of concern may be discussed. A **SGM** may be called if 10% of Regular Members or 50% of Board Members, or at the behest of the Director, are in attendance and there is just cause or concern to warrant such a meeting
- One half of the regular club membership, or the next highest number, constitutes a Quorum for General Meetings
- Only paid-up club members of continued good standing may vote at General Meetings. Decisions at such meetings are taken by simple majority vote. The Director has the casting vote
- **Board Meetings** will be held at least six times a year for the purpose of managing the on-going business of the club and to make decisions
- Club members are entitled to attend and contribute to the discussion, to ask questions and provide information but may not vote at meetings of the Board
- Two thirds of Board Members, or the next highest number, constitute a quorum at all Board Meetings
- Decisions are by simple vote and the Director has the casting vote

Article VI: ELECTIONS

Electing Officers of the Club may be done:

- By simple majority of the vote of Regular Members present at the AGM. Voting is by closed ballot. Elections will be supervised by an impartial advisor appointed by the Recreational Services Manager.
- All members 18 year or older, are eligible to vote
- All nominations must be duly proposed by and seconded by Regular Members of the Club
- Rules of the election are set down and prescribed by the guidelines for Self-Directed Groups (SDGs)
- Officers will serve a one year term of office from one AGM until the next. No Officer may serve on the Board for longer than three (3) consecutive years. Eligibility to be elected to the board will begin again after a break of one (1) full year from the end date of the previous tenure.
- Vacancies on the Board of Officers during the year shall be filled by appointment and approval of a simple majority vote of the Board of Officers. Such appointees will serve the remainder of the year until the next AGM when all Board of Officer positions will again be open for election.

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Article VII: AMENDMENTS

- Any amendments to the by-laws of the Club are by Simple Majority Vote
- The Club shall be subject to ALL KAUST Policies and Code of Conduct regarding the functioning of the club, including the guidelines for SDG's
- In cases of conflict the rules of KAUST will ALWAYS take precedent of the Charter of the Club
- Any proposal to change the Charter of the Club must be submitted in writing to the Director of the Club, an circulated to all members by the Secretary two weeks prior to the AGM
- Changes to the Charter may be voted on at the AGM or the General Board Meeting and approved by two-thirds majority

Article VIII: DISBURSEMENT OF FUNDS

- In the event that the Club becomes inactive for two (2) or more years, then funds deposited in its accounts, as well as other assets, will revert to KAUST

Signed by the Following on Behalf of The Red Sea Dragon Boat Club:

Director: _____ Name: _____ Date: _____

Asst Dir: _____ Name: _____ Date: _____

Secretary: _____ Name: _____ Date: _____

KAUST Recreation: _____ Name: Glenn Carney Date: _____