



Thame Games Club Constitution

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PREAMBLE

The Club Committee, and members of Thame Games Club, establish this constitution to define and manage our purpose, values, direction and rules involved in running the organisation.

By becoming a member of Thame Games Club via the Club website], you acknowledge and agree to abide by the club's constitution, policies, and regulations as set forth in this document and any amendments thereto. Your membership signifies your commitment to uphold the principles and responsibilities outlined herein, contributing to the club's objectives and community.

ARTICLE 1 – NAME AND AFFILIATIONS

1. The name of the organisation shall be Thame Games Club (TGC), hereafter referred to as the 'Club'.
2. The Club is independent and bears no legal affiliation with any other entity.
3. The Club is a not-for-profit organisation.

ARTICLE 2 – PURPOSE

1. The purpose of the Club is to provide the town of Thame and the surrounding areas with a shared space where members can partake in the hobby of tabletop board gaming; including but not limited to, board games, card games, role playing games and miniatures games.

The Club exists to support and promote tabletop gaming, throughout the community, and all activities of the Club should be guided by this founding principle. We also want to ensure that we remain a Club that welcomes everybody and inclusivity is at the heart of the Club. We warmly welcome individuals from all backgrounds, regardless of race, gender, or any other factor. Our commitment to diversity is not just a value; it's an integral part of our club culture.

Finally, we never want money to be an inhibitor for anybody coming along to enjoy a regular evening of games at the club or joining the Club. For this reason, we will always allow free entry and membership for all. However, there may be occasions when we hold special events and other activities that might involve some voluntary costs.

Following requests from numerous members we will provide ways moving forward for members, if they desire to provide a voluntary donation to the club.

ARTICLE 3 – MEMBERSHIP

1. An individual is a member of the club if they have joined the Club website and established a profile (www.thamegames.club)
2. Membership is not required to attend a Club event, but will be required for any voting purposes
3. Membership and/or right to attend an event can be revoked via committee decision as detailed in Article 6.
4. Attendees to club events must be over 18 years of age, unless given prior permission or an event is designated to be a 'Family or Youth event.
5. The Committee has the right to refuse admittance and recognises the right of event venues we may hire to also refuse admittance.

ARTICLE 4 - THE COMMITTEE

1. The purpose of the Committee is to provide management and governance to the Club and this is carried out on a voluntary basis

2. The Committee is made up of the following formal roles, but other key roles may be created as the Club continues to grow:
 - i. Chair
 - ii. Vice-Chair
 - iii. Secretary
 - iv. Treasurer
 - v. Membership
3. Membership of the Committee is by invitation of the current committee members who need to agree by majority on any appointment.
4. The Chair and the Treasurer should always have been members of the committee for a period of at least 12 months
5. A member of the Committee can be compelled to leave upon a majority vote of the other Committee members.
6. Should the Chair step down or leave the committee the Vice Chair would become an interim Chair until a new Chair is selected
7. Contact with Committee members is detailed in Article 8.

ARTICLE 5 – CONTACTING COMMITTEE MEMBERS

1. All formal contact with a committee member should be done via email, the email addresses are as follows:
 - a. Chair: chair@thamegames.club
 - b. Vice-Chair: vice.chair@thamegames.club
 - c. Secretary: secretary@thamegames.club
 - d. Treasurer: treasurer@thamegames.club
 - e. Membership: membership@thamegames.club

For ideas or support in promoting the TGC please contact Marketing: marketing@thamegames.club or if you would rather not appear in any publicity photographs or videos.

ARTICLE 6 – CODE OF CONDUCT

1. All Members and attendees must follow the following standards of behaviour failure to do so will result in disciplinary procedures as detailed in Article 6.
 - i. There will be no verbal or physical abuse of any members or person in attendance.
 - ii. No discrimination of any kind will be tolerated.
 - iii. Any instruction to alter behaviour, either given by a committee member or other appointed official must be followed.
2. Excessive poor gameplay etiquette (e.g. cheating or complaining about other players) should first be resolved at the table. If this fails it should be brought to the attention of a committee member or other appointed official.
3. Any disagreements between anyone attending the Club or online can be referred to the Club Chair or another Committee member.
4. If a committee member is involved in said disagreement, then the matter must be handled by the other remaining committee members.
5. All parties to said disagreement must be given a reasonable opportunity to state their case.
6. Any complaints from members must be kept confidential.

7. Disciplinary action will be taken if the matter cannot be resolved or an agreement cannot be reached.
8. At official Club events there can be no financial stakes in any game played, i.e. no gambling.
9. Good care should be taken of any games owned by the Club or shared by members of the Club for use on Club nights. Any damage to games should be reported to a member of the committee, or the owner of the game, and suitable replacement/s made where necessary and as agreed.

ARTICLE 7 – DISCIPLINARY PROCEDURE

1. Any person that does not follow the code of conduct or Club rules will become subject to the Club disciplinary procedure.
2. The stages of disciplinary procedure are:
 - i. Verbal Warning
 - ii. Written Warning
 - iii. Suspension
 - iv. Permanent Ban
3. In certain cases, stages can be skipped e.g. physical violence or other gross misconduct could lead to being banned from the club.
4. A Verbal Warning can be issued by any committee member. The verbal warning will be kept on record.
5. If a member feels that the warning was unfair, the Membership committee member should be contacted. If it was the Membership Committee member that issued the warning then the Vice-chair should be contacted.
6. A Written Warning requires the agreement of three committee members.
7. A Suspension means that the individual will not be able to participate in the Club in any way (attending Club events, Facebook group or Website) for a period of time as decided by the committee.
8. A Suspension requires the agreement of a majority vote by the committee members.
9. An indefinite Ban is a permanent suspension.
10. A Permanent Ban requires a unanimous decision, i.e. all committee members.

ARTICLE 8 – GDPR

Thame Games Club has been established as a club and not-for-profit making purposes and although we do not need to register with the ICO we still need to ensure we follow certain GDPR guidelines.

1. The club will not share any personal information it may have of any members with any other organisation and will only process information necessary to establish or maintain membership or support
2. We will only process information necessary to provide or administer activities for people who are members of the TGC or have regular contact with it
3. We only hold information about individuals whose data we need to process for this purpose
4. On our website, we only collect information that is necessary to provide you with membership services and this is generally restricted to name, email address and postal address where members are hosting games at their own homes and using the event organiser element of the TGC website
5. Any data held on any member or visiting person at the club, is kept in a safe place, not obtainable by anyone without the appropriate authorisation in the club.

6. Any data held will be only kept for as long as it is needed as part of club membership and will be destroyed when no longer needed.
7. If you received a mailing from us, (a) your email address is listed in your membership details or has been given to us with the express purpose of receiving information in the future (“opt-in”) or (b) you have engaged in email communications with us, registered on TGC website or otherwise have an existing relationship with us. It is possible to unsubscribe from the website and the mailing list by simply following the unsubscribe link in the email and by deleting your account. Any posts or content that you have produced on the site at this point can be removed.
8. Photos and videos may be taken by our marketing team during events to promote Thame Games Club. If you'd prefer not to be featured, please email marketing@thamegames.club , and we'll ensure you're excluded. At events where media is captured, you can also inform the team directly to avoid appearing in published content.
9. It is the responsibility of Club members to notify the media and marketing teams, as well as other Club members should they desire not to appear in any published media at the time such media is being captured.

ARTICLE 9 - AMENDMENT OF THE CONSTITUTION

From time to time and as the club grows there may be times when it is necessary to make amendments to this constitution. Proposed amendments by members shall be submitted to the Committee for review and consideration. The Committee shall discuss the proposed amendments and reach an agreement on putting any amendments forward to a vote and following which a communication will be drafted in response to these amendments.

This constitution may be amended, altered, or repealed by two-thirds (2/3) majority vote of the members present at a Club Members meeting, provided that notice of the proposed amendment(s) has been given to all members at least 30 days prior to the meeting.

Upon agreement of the Committee, the proposed amendments shall be presented for discussion and voting at a Club Members meeting.

Any approved amendments to this constitution shall take effect immediately after the Club Members meeting, unless otherwise specified in the amendment itself.

ARTICLE 10 - CLUB MEETINGS

The club committee will meet regularly to discuss elements involved in successfully running and promoting the club. Following the creation and publishing of the constitution we will hold one Annual General Members Meeting each year in a location advised to members by email and with at least one month's notice.

In setting a quorum for TGC meetings, initially, we adopt a flexible approach, recognising that the significance of the decisions at hand can vary. For routine matters that require swift operational decisions, we will establish a quorum at the lower end of the spectrum, around 10% of our membership. This ensures that essential day-to-day functions can proceed without undue delay.

However, for decisions of a more critical nature — and those that may have a profound impact on the club's direction, financial health, or amendments to our constitution — we require a higher level of participation and consensus. Here, our quorum is set at a more stringent 33% to ensure such significant decisions are made with a broader representation and the collective wisdom of our club's membership. This graduated quorum approach allows us to balance efficiency with inclusivity, ensuring that all decisions are made in the best interest of the club and its members.

ARTICLE 11 - CLUB FUNDING AND FINANCIALS

At the moment the club's funding for room rental and all other costs is attained through sponsorship by RSM Technology Limited and Incognate Limited. All monies from sponsors are retained and accounted for by the Club Treasurer and in the TGC

Bank Account for use in the running of the club. A financial statement will be prepared and shared at the clubs Annual General Meeting.

In the future there may also be an opportunity for members, should they wish, to offer one-off or annual voluntary contributions to the club and details of this information will be published on the TGC website with a mechanism for making contributions available through a secure transaction or by contacting the Club Treasurer to obtain relevant bank details. Any other businesses interested in supporting the club through sponsorship should also contact the Club Treasurer.

ARTICLE 12 - DISSOLUTION OF THE CLUB

The dissolution of the Club requires careful planning and adherence to both the club's constitution and any applicable legal requirements. In the event of a proposed dissolution we will follow the following steps:

The Club Committee will establish if dissolution of the club is either necessary or desirable. This could be due to financial issues, a decline in membership, or other reasons. Prior to a proposal of dissolution a formal meeting will be called to explore and discuss reasons for dissolution.

Members will be notified of the proposed dissolution and the reasons behind it, prior to this meeting and where possible with a month's notice. Members will then be able to vote on the dissolution of the Club and this will be based on the quorum and voting rules as per the Annual General Meeting.

In the event of agreement for the Club to be dissolved, the Club must settle all its debts and obligations. This might involve paying off creditors, fulfilling contractual obligations, and addressing any other financial liabilities. After debts and obligations are settled, any remaining assets will be distributed as agreed by the committee and with the same sentiment, as in not for profit, which is consistent with the Clubs key objectives.

The dissolution process will be recorded, including minutes of meetings, votes, any financial transactions, and communications with members and/or external parties. These records may need to be kept for a certain period as dictated by law or good practice.

Throughout the dissolution process, the Club Committee will maintain clear and consistent communication with members, stakeholders, and any other external parties. Including explaining the reasons for dissolution, the steps being taken, and any actions required of members or others.

CLOSING STATEMENT

This constitution represents the complete and exclusive statement of the agreement and understanding between the members of Thame Games Club. It supersedes any prior agreements and understandings, whether oral or written. This constitution shall be governed by and construed in accordance with UK laws where applicable. Amendments to this constitution require a membership vote at a general meeting called for this purpose. This constitution is effective as of 27th of March 2024 and shall remain in effect until amended or repealed as provided herein.