

BIFFA CONSTITUTION

1. TITLE

The full title of the Association shall be THE BRITISH ISLES FLYING FIFTEEN ASSOCIATION, hereinafter referred to as ' the Association'.

2. OBJECTS

The objects of the Association are to promote the interests of the International Flying Fifteen Class in the British Isles, to bring owners into contact with each other, to control and manage class affairs in accordance with their wishes, to co-ordinate the holding of Championships and other Open Events, to be affiliated to, and liaise with, *ff* International on any matters relating to the Class Rules or any other matters which concern *ff* International.

3. MEMBERSHIP

There shall be six classes of Membership.

- a) Full Membership is open to any sole owner of a Flying Fifteen stationed in the British Isles and with a valid Racing Certificate.
- b) Part Boat Owning Membership is open to any part-owner of a Flying Fifteen stationed in the British Isles and with a valid Racing Certificate.
- c) Non Boat Owning Membership is open to members of clubs recognised by the Royal Yachting Association, not owning a Flying Fifteen with a valid Racing Certificate, but possessing an interest in the welfare of the Class.
- d) Honorary Membership may be bestowed at the discretion of the Association at an Annual General Meeting.
- e) Overseas Membership is open to owners of Flying Fifteens not stationed in the British Isles or any country capable of forming a National Association eligible for affiliation to *ff* International. Overseas Members shall not also be members of any other National FF Association.
- f) Associate Membership is open to non-boat-owners who have an interest in the class and to owners of Flying Fifteens stationed in Northern Ireland or the Republic of Ireland. Irish Associate Members must hold Full membership of the Irish Flying Fifteen Association if they are boat owners. The subscription for Associate Membership shall be less than that for Full Membership or Non Boat owning Membership. Associate Members shall be allowed to steer Flying Fifteens in races if a Full Member is also on board.

4. SUBSCRIPTIONS

The annual subscription shall be determined at the Annual General Meeting and shall be payable in full on the following 1st April. Membership in all classes (except Honorary Membership) ceases on 31st March each year and is not renewed until the subscription is received by the Association.

Subscriptions shall be paid by Bankers Orders, which are available from the Secretary. (Subscriptions may be paid by other means by prior arrangement with the Secretary).

5. MANAGEMENT

- a) The affairs of the Association shall be managed by the Committee, which shall consist of the Officers, the Association's representative on the Council of *ff* International, and the Appointed Members, all of whom shall be Members of the Association as defined in clause 3, sub clauses (a) to (d).
- b) The Officers, who shall be elected annually by simple majority at the Annual General Meeting, shall comprise: the President (who will normally take the Chair at General and Committee Meetings), the Vice President, the Secretary, Chief Measurer, Publicity Officer and Webmaster. The President and Vice President shall serve in their respective office for not more than three years consecutively. They may serve for a lesser term at their individual discretion or at the discretion of the Annual General Meeting.
- c) The Association's representative on the Council of *ff* International shall be elected annually by simple majority at the Annual General Meeting.
- d) The Appointed Members shall comprise up to six Members who shall be elected annually by simple majority at the Annual General Meeting
- e) The Committee shall have the power to co-opt. At meetings a quorum, exclusive of Officers present, shall be five. Committee members shall have the right to appoint a deputy to attend the meetings in their place. The reasonable travelling expenses of the members of the Committee may be met in whole or in part from the funds of the Association. An annual statement shall be prepared and presented at the Annual General Meeting, duly audited and accompanied by the auditor's report. An Honorary Auditor shall be appointed annually at the AGM.
- f) The Committee shall be responsible for the control of all monies belonging to the Association. It shall cause true accounts to be kept giving full particulars of all monies, assets and liabilities, receipts and expenditure with reasons, sales and purchases.
- g) The Secretaries shall have charge of all funds of the Association. They shall keep true accounts, making such disbursements as the Committee require and shall prepare the annual financial statement for audit and

presentation at the AGM. They shall be responsible for the production of an annual Year Book. Newsletters as required and other communications, and shall distribute them to all members. They shall keep correct minutes of General and Committee Meetings and a register of owners and boats. They shall communicate the decisions of the Committee to committee members, fleet captains and others as the Committee shall direct. The Committee may appoint an Assistant Secretary and may make such arrangement as it thinks fit for the payment of remuneration and/or expenses.

- h) The Committee shall be responsible for co-ordinating the dates and venues of Championships and other Open Meetings, prepare an annual Open Event Fixtures List; advise organising Clubs, particularly in the case of Championships, of their racing, social and allied arrangements, entry fees and other charges, preliminary Notices and Programmes, and collect and tabulate the results of all Open Events

6. GENERAL MEETINGS

- a) An Annual General Meeting shall be held during the Championship of the British Isles. The date of the meeting shall be published in the Championship programme. A quorum shall normally be 5% of the number of Full Members but, if at the time appointed for a General Meeting a quorum is not present, those Full Members present may, by simple majority, resolve that they shall be a quorum and the Meeting may be held. Notice in writing of the Annual General Meeting together with the Agenda and resolutions that have to be decided upon shall be circulated to all members entitled to vote and shall be posted at least three weeks before the date of the meeting. Members shall notify items for inclusion on the Agenda in writing to one of the Secretaries not later than the 14th day of February before the A.G.M. A proposition shall be accompanied by a brief summary of the proposer's reasons for wishing to have it adopted. This summary shall be included in the Agenda for circulation, together with the Committee's comments. The proposal and summary shall also be submitted not later than 1st March to the Secretary *ff* International if it is concerned with the Class Rules or with any other matter which concerns *ff* International. Only matters which have appeared on the Agenda can be decided at the AGM.
- b) A Special General Meeting shall be called for a specific purpose by the Secretariat on receipt of a request in writing to do so stating the reason for the request and signed by not less than twelve Full or Honorary Members of the Association. Notice in writing of a Special General Meeting together with the Agenda stating the specific resolution or topic to be considered shall be circulated to all members entitled to vote and shall be posted at least five weeks before the date proposed for the Meeting. Only the specific resolution or topic on the Agenda can be decided at an SGM. A quorum shall be 5% of the number of Full Members.

7. VOTING AT GENERAL MEETINGS

- a) Full Members and Honorary Members shall each be entitled to one vote.
- b) Part Boat Owning Members shall be entitled to vote on the basis of one vote per boat, and shall inform the Secretary seven days prior to the Meeting which Part Owner will cast the vote.
- c) Non Boat Owning Members shall not be entitled to vote.
- d) Overseas Members shall each be entitled to one vote per boat on the same basis as (a) and (b) above.
- e) Associate Members shall not be entitled to vote.
- f) Members may vote in writing using the official form of proxy on any motion on the Agenda. The form of proxy must reach the Secretary seven days prior to the Meeting. Any Member intending to lobby in writing for or against a resolution is requested to lodge correspondence with the President seven days prior to circulating the correspondence.
- g) At Annual or Special General Meetings all resolutions shall be decided by simple majority, other than those concerned with changes to the Class Rules. These shall require a two to one majority. Voting shall be by show of hands unless a poll is demanded by not less than three of those present.

8. RECOGNISED FLEETS

- a) Any group comprising six or more boats with valid Certificates owned by current members of the Association shown in the current Year Book to be present in an area and normally racing together may be accorded the status of Recognised Fleet.
- b) Each Recognised Fleet shall elect a Fleet Captain who shall be a Full Member of the Association.
- c) If the number of boats in a Recognised Fleet falls four or less, the retention of its status shall be at the discretion of the Committee.

9. MEASUREMENT CERTIFICATE

No boat shall be allowed to race as a Flying Fifteen unless its owner is the holder of a valid Measurement Certificate. For a Class Measurement Certificate to be valid on all boats measured after 1st March 1987 the following requirements must be met.

- a) The Measurement Fee has been paid to the BIFFA at the same time as the Building Fee. (BIFFA has the authority to increase the Measurement Fee from time to time but not to increase it beyond £100 per boat).

- b) All measurers to be paid by BIFFA and, at the discretion of the Officers of BIFFA, a measurer shall be nominated to measure a specific boat.

10. MAINTENANCE OF THE ONE DESIGN NATURE OF THE CLASS

In order to keep the class as inexpensive as possible it is the policy of the Association to maintain, as far as is practicable, the International Flying Fifteen as a One Design Class.

Any proposal for a change in the Class Rules shall be submitted by 14th February to one of the Secretaries for consideration by the Committee at their next meeting. Should the Championships take place before this date a special Committee Meeting will take place.

The Proposal shall be included on the Formal Agenda for the following AGM. The decision of the AGM shall be the Association's directive to its representative on the Council of *ff* International, whose entire voting power shall be cast in accordance with that decision. If the proposal is approved by the Council of *ff* International it will be submitted to the International Sailing Federation and, if approved by them, the Class Rules will be amended to be effective from the following 1st March and Members notified accordingly.

11. CONDUCT OF MEMBERS

Every member, upon his application for membership being accepted and thereafter, is deemed to have notice of, and impliedly undertakes to comply with, the Class Constitution. Any refusal or neglect to do so, or any conduct which, in the opinion of the Committee, is either unworthy of a member or otherwise injurious to the interests of the Class, shall render a member liable to expulsion by the Committee.

12. DATA PROTECTION

Membership of the Association and acceptance of these rules by the member will be deemed to constitute consent to the holding of relevant personal data for the purpose of the Data Protection Act 1984.