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**1.0 Alder Valley Games Society (AVGaS)**

* 1. The name of the Society and the logo of an Axe Split Dice may only be changed at an AGM or EGM
  2. Club Logo



**2.0 Membership**

2.1 Is open to anyone who is interested in the playing of roleplaying games, board games or none gambling cards games who is willing to pay the membership fees and abide by club rules.

2.2 Members must be of 18 years of age or accompanied to meeting by an identified responsible adult, of over 21 years of age.

**3.0 Committee**

3.1 Is elected at an AGM and each individual must be a member of good standing with at least one year of unbroken active membership.

3.2 The purpose of the committee is to oversee the effective running of AVGaS. It shall contain the following positions:-

* + 1. Chairman
    2. Secretary
    3. Treasurer
    4. Membership secretary
    5. Publisher/Librarian

3.3 The number of the committee shall be an odd number in order to avoid stalemates during votes.

3.4 The committee will decide the number of days, specific days and times per week that the club shall meet. With an overall aim to facilitate gaming as many days of the week as practicable possible for the purpose of playing, roleplaying games as a primary, with a secondary to board games, tabletop games and card games(of a non gambling nature).

3.4.1 Current days and times,

1. Wednesdays 21.00hrs till 24.00hrs
2. Fridays 20.00hrs till 24.00hrs
3. Sundays 14.00 hrs till 24.00hrs

3.5 The committee must hold open meetings at least quarterly each year in order to allow members to raise issues, to oversee an sign off the accounts and to see to the general running of the club.

3.6.1 Chairman – to oversee and coordinate the effective running of the AVGaS committee.

3.6.2 Secretary – to record meetings and decisions of the AVGaS Committee

3.6.3 Treasure – to record the accounts of the club and present these accounts at committee meetings, AGM and for inspection at the request of the committee.

To bank all monies collected by committee members on behalf of the club, ensuring that correct forms have been used to record these collections and that they are correctly filled out.

3.6.4 Membership Secretary – to keep an accurate and current list of the club members, including contact details, in case of emergency contact point and important medical records in case of medical issues. This information is to be recorded on form 11.1

To track and collect yearly membership fees from members, as required.

Maintaining contact with club members new, old and potential, including recruitment.

To collect session fees in line with rule 4.4 these payments to be recorded on form 11.2 in the event that the Membership Secretary is not available at a specific session then another member of the committee will be nominated.

3.6.5 Publisher/Librarian – to maintain the club library, containing board games, roleplaying rules, fiction books and tabletop and role play equipment such as scenery, figures etc.

Further the publisher is responsible for providing marketing literature and images for AVGaS including the website and social media channels, as given at 3.7

3.7 Current social media channels are:

3.7.1 Facebook <https://www.facebook.com/groups/1734705776773266/>

3.7.2 Meetup <https://www.meetup.com/Alder-Valley-GAmers-Society-AVGaS/>

3.7.3 Twitter @AVGASpublisher

3.7.4 Website [www.avgas.me.org](http://www.avgas.me.org)

3.7.5 Email contacts – [chairman@avgas.org.uk](mailto:chairman@avgas.org.uk)

[secretary@avgas.org.uk](mailto:secretary@avgas.org.uk)

[treasurer@avgas.org.uk](mailto:treasurer@avgas.org.uk)

[publisher@avgas.org.uk](mailto:publisher@avgas.org.uk)

[membership@avgas.org.uk](mailto:membership@avgas.org.uk)

**3.8 Calendar**

3.8.1 As well as the weekly events of the club, it is an intention to run a yearly convention AlderCon on the last weekend of August each year (exact dates may change). See section 8.1

3.8.2 The AGM shall be held on the last Sunday of October (or as near as possible) in each year at which a new committee shall be elected. See section 5.0

**3.9 Election of the committee**

3.9.1 The candidates for each position should be a member in good standing with at least one years membership nominated by at least one other member of the club in good standing.

3.9.2 If no applicant has been presented prior to the AGM nominations from the floor may be made and then elected by the members attending the AGM.

**4.0 Membership fees**

4.1 The various membership fees and daily fees may only be changed at an AGM or valid EGM.

4.2 The yearly cost of membership is intended to fund club development and is set to reflect that, monies from membership fees should not be used to cover operating costs of the club but to develop club assets.

4.2.1 Current membership fees

£5 annually

4.3 A further yearly cost for membership of the club library with the right to remove books from the library will be charged for the purpose of developing that library. These fees should not be used for the operating costs of the club.

4.3.1 Current library membership fee

£5 annually

4.4 A session fee is payable by individual members on days of attendance. This money is to be collected by a nominated club member using the approved form and the completed form and money collected turned over to the treasurer at the first opportunity.

4.4.1 Current daily fee

£3 per session

**5.0 AGM**

5.1 The AGM will be yearly in October in order to confirm membership acceptance of the club rules, the election of a new committee and the changing of any existing rules.

5.2 In order for the AGM to do this it must be quorate i.e. At least one quarter of the membership must be present, as affirmed by the membership secretary, at least half this membership must have held membership for more than one year.

5.3 In the event that the AGM is not quorate no changes may be made and all committee members remain in position until an Extraordinary General Meeting(EGM) can be held.

**6.0 EGM**

6.1 Extraordinary General Meetings can be called by any member of the club, in good standing with at least one years membership but must be supported in writing by at at least one tenth of the club membership with at least one years membership. The chairman is not required to be present at an EGM, in their absence a willing committee member will chair or a chairman and secretary may be nominated from the floor.

6.1.1 An EGM would be required in the event that an AGM was not quorate

6.1.2 If the chairmans post became vacant mid year

6.1.3 In order for a vote of no confidence in one or more committee members

6.1.4 In order to change any membership fees outside of the AGM.

6.1.5 In order to make changes or addendum to these rules

6.1.6 Appeals against disciplinary action

**7.0 Disciplinary actions**

7.1 All club members are expected to conduct themselves in a polite and reasonable manner, behaviour such as racism, sexism, violence or bullying of any kind will not be tolerated.

7.2 Complaints can be brought by any member or guest to the attention of any member of the committee, ideally in writing. In the event of a verbal complaint the details should be noted down in writing and attested to by the complainant at the first opportunity.

7.2.1 Immediate response will fall to the committee member collecting funds on the night, this action should then be reviewed by the committee in closed session at the first opportunity.

7.2.2 It shall be up to the committee to fully investigate a complaint, taking note of the complainants accusation, the accused statement and any witnesses comments.

7.2.3 The committee shall make a decision based on this information as to whether there was any inappropriate action and whether any punishment is required.

7.3 Punishments may include

7.3.1 removal of good standing status for a defined term.

7.3.2 Fines where appropriate to cover costs or to dissuade a particular type of activity

7.3.3 Suspension from attendance for a defined period

7.3.4 Permanent bans

7.4 Appeals would be handled via the EGM procedure.

**8.0 Conventions**

8.1 AlderCon is the name given to a convention organised by AVGaS this can either be run by the committee or delegated to a sub committee. This event is funded by the club in order to generate awareness and interest in the hobby of roleplaying as well as awareness of AVGaS. The amount to which AVGaS will fund this event shall be decided at the AGM, where a fixed amount of funding will be set aside for the event in the coming August. The AlderCon committee shall make what ever arrangements/Deals they can further to this money in order to see the event succeed.

8.2 The committee will coordinate attendance at other conventions throughout the year.

8.3 Conventions being supported will be confirmed at the AGM, other conventions maybe added throughout the year at the discretion of the committee.

Conventions currently supported.

Con-Tingency – January – Sandyballs, Hampshire

ConTroll. – March - Dorchester, Hampshire

AlderCon - August. - Inhouse convention

Dragon Meet - December - London

**9.0 Emergency Proceedures**

9.1 Fire – In the event of a fire; the committee member who collected the session fees at the start of the session will take charge of the evacuation, ensuring that fire services have been contacted with a 999 emergency call, gathering all club attendees at the far end of the car park by the village hall. They will coordinate with fire services using the Table Fee Collection form 11.2 to verify all club attendees are accounted for.

9.2 Serious Illness or Accident – in the event of a club attendee being taken seriously ill or having an accident; the committee member who collected the session fees at the start of the session will take charge, ensuring that emergency services are contacted with a 999 emergency call, they will liaise with emergency services using information held on form 11.1 about medical conditions and allergies.

9.3 Emergency Evacuation for reasons other than Fire – in the event of an evacuation for reasons other than Fire; the committee member who collected the session fees at the start of the session will coordinate the club attendees exiting the building and gathering at a safe location, using the Table Fee Collection form 11.2 to ensure everyone has been accounted for, if necessary arranging for relevant Emergency services to be contacted.

9.4 The committee reserves the right to temporarily close the session and the building in order to deal with an emergency as required.

**10.0 Addendum**

10.1 Because the club is currently using a scout hut a rule of no alcohol has been instituted, this may be reviewed and altered by the committee at any point.

**11.0 Forms**

11.1 Membership

11.2 Table Fee Collection

TABLE FEE COLLECTION FORM

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Collection Made By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Collecting Committee Member Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Handed to Treasurer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_