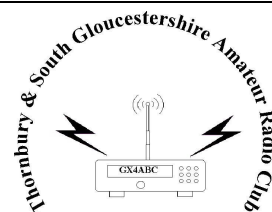


# *Thornbury & South Gloucestershire Amateur Radio Club*

## Constitution



### **1. Name**

- 1.1. The Club shall be known as The Thornbury & South Gloucestershire Amateur Radio Club.

### **2. Aims**

- 2.1. The aims of the club shall be to further the interests of its members in all aspects of amateur radio and directly associated activities.

### **3. Membership**

- 3.1. Membership shall be open, subject to the discretion of the committee, to all persons interested in the aims of the club.
- 3.2. The following are classes of membership:
  - 3.2.1. Full members.
  - 3.2.2. Student Members.
  - 3.2.3. Honorary members. There shall be a limited number of honorary members of this club, with agreement of all attendees at an A.G.M.
  - 3.2.4. Guests. Members may invite guests to meetings. No visitor shall attend more than 3 meetings in each year unless the permission of the committee has been granted.
- 3.3. All members shall abide by the constitution of the club. The committee shall have the power to expel any member whose conduct, in the opinion of at least  $\frac{3}{4}$  of the full committee, renders that person unfit to be a member of the club. No member shall be expelled without having first had the opportunity of appearing before the committee.
- 3.4. A member shall be deemed to have resigned from the club, if, by the 1st May of the financial year his subscription has not been renewed in full.

### **4. Subscriptions.**

- 4.1. The annual subscription shall be set by the committee.
- 4.2. All subscriptions shall be due and payable at the beginning of the financial year (i.e. just prior to the AGM )
- 4.3. A person joining after  $\frac{1}{2}$  the year has passed will pay  $\frac{1}{2}$  the subscription.
- 4.4. Members in arrears shall have no voting rights.
- 4.5. The financial year shall be 1 April to 31 March.
- 4.6. The committee shall have the power to waive or reduce subscriptions in special circumstances for periods that they may deem relevant.
- 4.7. A weekly subscription will be paid by all membership classes attending. This shall be set by the committee.

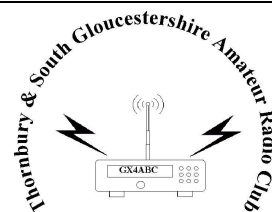
### **5. Finance.**

- 5.1. All money received by the club shall be as promptly as possible deposited in the clubs bank account. Withdrawals require the signature of the treasurer and one other officer of the club.

### **6. Membership of the Clubs Committee.**

# *Thornbury & South Gloucestershire Amateur Radio Club*

## Constitution



- 6.1. The clubs affairs shall be administered by a committee elected at the Annual General Meeting (AGM) and shall consist of:
  - 6.1.1. A Chairman.
  - 6.1.2. A Vice-Chairman.
    - 6.1.2.1. The Vice-Chairman will become Chairman at the end of his year of office, UNLESS the Chairman is prepared to continue in office, or another member is elected.
  - 6.1.3. A Secretary who will be responsible for:
    - 6.1.3.1. Keeping minutes of all meetings of the committee.
    - 6.1.3.2. Ensuring all correspondence is correctly handled.
    - 6.1.3.3. Maintaining a master roll of all members, their addresses, and call signs, if relevant.
    - 6.1.3.4. Maintaining a register of club equipment and property.
  - 6.1.4. A Treasurer who will be responsible for:
    - 6.1.4.1. Keeping the clubs accounts.
    - 6.1.4.2. Advising the committee on all financial matters.
    - 6.1.4.3. Preparing and presenting the accounts for each AGM
  - 6.1.5. Up to 3 ordinary committee members.
  - 6.1.6. There shall be co-opted members as the committee see fit at such time as the committee feels relevant. These co-opted members shall have no voting rights in committee business.

## **7. Committee Standing Orders.**

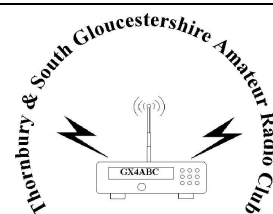
- 7.1. The quorum for a committee meeting shall be 3. In the absence of a quorum, business may be dealt with but any decisions taken only become valid after ratification at the next committee meeting at which a quorum is present.
- 7.2. Committee meetings may be called by the Chairman or the Secretary.

## **8. Annual General Meeting.**

- 8.1. The AGM shall normally be held on the first meeting day of April each year. The quorum for the meeting shall be one third of all paid up members.
- 8.2. The agenda for the AGM shall be:
  - 8.2.1. Apologies for absence.
  - 8.2.2. Minutes of the previous AGM.
  - 8.2.3. Chairman's report.
  - 8.2.4. Secretary's report.
  - 8.2.5. Treasurer's report.
  - 8.2.6. Election of the new committee.
  - 8.2.7. Other business.
- 8.3. Items 1 to 6 shall be chaired by the outgoing chairman, and item 7 by the newly elected chairman.
- 8.4. Nominations for committee members shall only be valid if confirmed by that nominee.

# *Thornbury & South Gloucestershire Amateur Radio Club*

## Constitution



8.5. Any other business matters shall be raised at the AGM for discussion and possible further action by the newly elected committee.

### **9. Extraordinary General Meeting.**

9.1. Extraordinary General Meetings ( EGM ) may be called by the committee or by not less than one third of the members of the club, the date of that EGM being the earliest convenient as decided by the committee. At least 28 days notice in writing must be given to the Secretary, who in turn shall give the members at least 14 days notice in writing of the agenda. There shall be no other business transacted at the EGM.

9.2. The quorum for an EGM shall be as for the AGM.

### **10. Amendments to the constitution.**

10.1. The constitution shall only be amended at an AGM, or an EGM called specifically for that purpose.

### **11. Winding up the Club.**

11.1. The decision to wind up the club may be taken only at an AGM, or an EGM called specifically for that purpose.

11.2. The funds of the Club shall, after the sale of all assets and the payment of all outstanding debts, be disposed of as directed by members at the final AGM or EGM.

### **12. Gender Statements.**

12.1. Where Masculine gender is used then Feminine gender is implied.

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signed: \_\_\_\_\_ Chairman

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signed: \_\_\_\_\_ Member