

# Constitution of the Mid-Somerset Amateur Radio Club ('MidSARC')

This Constitution Consists of Eleven Sections:

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2. Aims
3. Membership
4. Subscriptions
5. Finance
6. Membership of the Club's Committee
7. Committee Standing Orders
8. Annual General Meeting
9. Extraordinary General Meeting
10. Amendments to the constitution
11. Disbanding of the Club

## 1. Name

The Club shall be known as the Mid-Somerset Amateur Radio Club (MidSARC)

## 2. Aims

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

The Club shall provide support, education, information and social networking for the local community. The Club shall promote interest in amateur radio to encourage support for new members especially younger members, in order to ensure the long-term security of the hobby for future generations.

3. Membership shall be open, subject to the discretion of the Committee, to all persons interested in the aims of the Club. All members agree to abide by The Constitution.

- a) **Full members.** Full members must be at least 18 years of age OR hold an amateur radio license valid for use in the United Kingdom.
- b) **Social Members.** This group may include, for example, youngsters, the family and friends of Full Members whose interest is in the social side rather than amateur radio, or local persons of influence who it is wished to link with the Club. They may pay a reduced subscription. Social members do not have any voting rights in an **AGM, in an EGM** or in any Committee meeting.
- c) **Honorary Members.** Honorary Life Membership may be granted to any person who, in the opinion of a majority of the Committee, has rendered outstanding service to the Club, either directly or indirectly. Such membership shall carry the rights of full membership but shall be free from subscriptions.
- d) **Guests.** Members may invite guests to meetings. Guests may attend any two meetings free of charge in any club year, once. Any further attendance at meetings shall be after payment of the appropriate subscription, this being that fraction of the annual subscription equal to the fraction of that year's meetings still to be held.
- e) **Expulsion.** The Committee shall have the power to expel any member whose conduct, in the opinion of at least three-quarters of the full Committee, renders that person unfit to be a member of the Club. No member shall be expelled without first having been given an opportunity to appear before the Committee.

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#### 4. Subscriptions

**Full Members** are required to pay an annual subscription, as announced by the outgoing Chairman at the AGM. This entitles them to free entry to the regular meetings and to have voting rights at the AGM and any EGM. This subscription is due as from the end of the AGM. **Social Members** will pay half of the Full Member's subscription or the appropriate fraction of that amount according to the number of club meetings still to be held before the end of the next AGM.

- a) The outgoing committee, prior to the AGM, shall decide upon the annual Full Membership subscription and the outgoing chairman or vice-chairman shall propose it to the AGM.
- b) All subscriptions shall be due and payable immediately after the AGM. Persons in arrears by more than three months, are not members of the Club and have no voting rights.
- c) The financial year shall run from 1 September to 31 August.
- d) A previous member shall be deemed to have resigned from the Club, if, three months after the AGM, their subscription has not been paid.
- e) The committee shall have the power to waive, reduce, or refund any subscription in special circumstances. For example for an individual in receipt of certain means-tested benefits or for an individual who has given outstanding service to the Club. Such changes to subscriptions are to be reviewed annually just prior to the AGM. The Treasurer shall have the power to accept payment of subscription by any terms agreed by the committee as a result of special circumstances. In the interests of a member's privacy, such special circumstances should be known only to the elected Officers of the Club.

#### 5. Finance

All money received for and on behalf of the Club shall be promptly deposited into the Club's bank account. However a modest sum of money may be withheld by the Treasurer and/or Secretary for petty cash and this must always be accounted for by the Treasurer via a Petty Cash book which is to be available for the annual inspection of accounts. Withdrawals shall normally require the signature of the Club's Treasurer and that of one other elected Officer of the Club. In the event of the Treasurer's incapacity, another elected officer may sign in his/her place such that always a minimum of two elected officers are authorising any withdrawal.

#### 6. Membership of the Club's Committee

The Club's affairs shall be administered by a committee elected at the AGM. The Committee, in whom the Club's property and administration shall be vested, should consist of Officers, as detailed below, and at least two other Full or Social Members. **Officers** namely Chairman, Vice-chairman, Secretary and Treasurer with the following specific duties:

- a) A Chairman who will preside at all meetings at which he or she is present. He/she will not vote on any matter unless there is a tied vote when he/she will vote as the casting vote.  
He/she may hold this Officer position on the Committee for two or more consecutive years providing that he/she is elected to do so at the AGM.

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b) A Vice-Chairman who will act as chairman in the absence or incapacity of the Chairman.  
He/she may hold this Officer position on the Committee for two or more consecutive years providing that he/she is elected to do so at the AGM.

c) A Secretary who will: (i) Keep the minutes of all meetings called to administer Club affairs, (ii) Ensure that all correspondence is correctly handled. (iii) Maintain a master roll of members. (iv) Maintain a register of Club assets other than money.

He/she may hold this Officer position on the Committee for two or more consecutive years providing that he/she is elected to do so at the AGM.

d) A Treasurer, who will: i) Keep the Club's accounts, presenting them at every committee meeting. ii) Advise the Committee on all financial matters. iii) Present independently inspected accounts at the AGM. He/she may hold this Officer position on the Committee for two or more consecutive years providing that he/she is elected to do so at the AGM.

#### **Co-opted Committee Members.**

The Committee shall have the power to co-opt additional committee members from the remainder of the Full or Social members of the Club. Such co-opted additional committee members will not form part of the committee quorum.

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

a) The quorum for the Committee shall be more than half of the total number of elected committee members. In the absence of a quorum, business may be dealt with but any decisions taken, will only become valid after ratification at the next meeting at which a quorum exists.

b) The Chairman will call a committee meeting at least four times a year.

#### **S. Annual General Meeting**

a) The Annual General Meeting shall normally be held on the second Tuesday of October each year. At least 31 days notice shall be given to each member in writing and/or by Email to alter this arrangement.

b) The quorum for the AGM shall consist not less than one third of the current Full Members.

c) The agenda for the meeting shall be: i. Apologies for absence i i. Minutes of the previous AGM iii. Chairman's report, the proposing of the next annual subscription and the announcement of any new Honorary Member. iv. Secretary's report v. Treasurer's report and adoption of independently inspected [accounts. vi](#). Election of the new Committee in accordance with paragraph. 8e. vii. Election or appointing of accounts inspectors for the next year who may be Club members but not committee members. viii. Any Other business to include proposed changes to this Constitution.

d) The entire AGM shall be conducted by the outgoing Chairman (or Vice-Chairman in his/her absence or incapacity).

e) ALL committee positions shall be elected at every AGM by secret ballot.

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#### 9. Extraordinary General Meeting

a) An Extraordinary General Meeting may be called by either a quorum of the Committee or by not less than half of the Full Members which shall include Honorary Members. The date of the meeting and its sole purpose shall be decided by those calling the EGM only after allowing for written notice, signed by all Full Members calling the EGM, to be given to the Secretary at least 31 days prior to the proposed EGM. The Secretary must then give all members, Full and Social, at least 21 days notice in writing of the date and sole purpose of the EGM. No other business may be transacted at the EGM.

b) The quorum for qu

A EGM, except an EGM called to disband the Club (see below), shall be

c) The business of the EGM shall be conducted by the Club Chairman or, in his/her absence or incapacity, by the vice-chairman unless the quorum of the EGM decide otherwise.

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#### 10. Amendments to the constitution

This Constitution may be amended only at an AGM or at an EGM called for that purpose.

#### 11. Disbanding of the Club

The decision to disband the Club may be taken only at an EGM called for that purpose. The quorum for this EGM shall be a majority of those Full Members present when any vote as to whether to disband the Club is taken and the Chairman or his/her delegated elected officer, shall make written note of the names of all members present and of how each member voted. 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 a majority decision of the Full Members present. The final legitimate bill payment may be for a public announcement that the wishes of a majority of Full Members present have been carried out.

This Constitution is adopted after discussion, amending, proposing, seconding and voting, on each section, at the Inaugural Meeting of the Club, held 14<sup>th</sup> July 2009 in Peter Street Rooms, Shepton Mallet. Graham Coles, **GOBKU** Acting Chairman.

Also present at and participating in this meeting were:

**MORTS, MOFUN, M6GLH, G4STH, 2EODXN, MOSXZ, GOFZI, G3HAT, MOALZ, G3KZR, G31UZ, G3TCT, GOJZG, MLANL, MODBP AND M3MYM.**

This document, incorporating all of the changes asked for and voted upon at the Inaugural Meeting, was finally approved at the Committee meeting of **29 July 2009**. The full Committee was present namely, Shaun **MORTS** (Chairman and Secretary), Jeff **M6GLH** (Vice-Chairman), Bruce **MOFUN** (treasurer), Brian **2EODXN** and Terry **MOALZ** (both co-opted at the Inaugural Meeting).

This document, incorporating the amendment, unanimously approved by full committee at the Committee meeting of **15-09-2009**, as follows: The omission of words at 8.c)vii. previously reading "Election of who may be Club members but not committee members." now reads as above.