



Hinckley Amateur Radio & Electronics Society

Society Constitution

1. Name

The Society shall be known as the Hinckley Amateur Radio & Electronics Society. (**HARES** For abbreviation where applicable)

2. Aims

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

3. Membership

Membership shall be open, subject to the discretion of the Committee, to all persons interested in the aims of the Society and the hobby of Amateur Radio and directly associated activities.

- (a) **Full members.** Full members must be **18** years of age or over.
- (b) **Student members.** Student members must be under **25** years of age and in full-time formal education.
- (c) **Honorary members.** Honorary Life Membership may be granted to any person, who, in the opinion of the Committee, have rendered outstanding service to the Society, 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 No visitor may attend more than three meetings in each year without becoming a member of the appropriate type.
- (e) **Conduct.** All members shall abide by the constitution of the Society. The Committee shall have 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 Society. No Member shall be expelled without first having been given an opportunity to appear before the Committee.

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4. Subscriptions

- (a) The annual subscriptions for membership shall be proposed by the Committee and instigated after receiving a majority vote of acceptance by the members
- (b) All subscriptions shall be due and payable at the beginning of the clubs designated financial year. Members in arrears or who have not paid have (a) No voting rights. (b) Cannot be elected as a committee member concerned with the club and (c) Have no power of jurisdiction concerning club matters.
- (c) The financial year shall run from November to 31 October each year.
- (d) A member shall have deemed to have resigned from the Society, if, by 31st December following the AGM the annual subscription has not been paid.
- (e) The Committee shall have the power to waive or reduce subscriptions in special circumstances for a period not exceeding 1 year at a time.
- (f) The amount payable and frequency of payment for subscription can be altered at each AGM or when an EGM is called for that purpose.

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5. Finance

All money received by the Society shall be accounted for. Excess over a cash float shall be deposited in the Society's bank account. Withdrawals require the signature of two nominated officers of the Society.

6. Membership of the Society's Committee

The Society's affairs shall be administered by a Committee elected at the Annual General Meeting. The Committee, in whom the Society's property shall be vested, shall consist of

A Chairman who will preside at all meetings at which he is present No member may hold this position for more than two consecutive years unless no other committee member wishes to hold the post.

An Acting Chairman will be elected from those present in the absence of the Chairman

A Secretary who will be responsible for

- (a) Keeping the minutes of all meetings of the Society
- (b) Ensuring that all correspondence is correctly handled
- (c) Maintaining a master roll of members (and honorary members as and where applicable)
- (d) Maintaining a register of Society equipment.

A Treasurer, who will be responsible for

- (a) Keeping the Society's accounts
- (b) Advising the Committee on all financial matters
- (c) Preparing the accounts for audit and presenting them at the AGM.

Ordinary Committee Members

Not more than four elected members who have full voting powers and may have nominated roles, and not more than four co-opted members who are not permitted to vote.

7. Committee standing orders

The quorum for the Committee shall be four voting members. In the absence of a quorum, business may be dealt with but any decisions taken only become valid after ratification at the next meeting at which a quorum exists.

Committee meetings may be called by any committee member or at the request of six or more members.

8. Annual General Meeting

The Annual General Meeting shall normally be held in December / January.

At least **21** days notice shall be given to each member.

The quorum for the meeting shall be six.

The agenda for the meeting shall be

- (a) Apologies for absence
- (b) Minutes of the previous AGM
- (c) Chairman's report
- (d) Secretary's report
- (e) Treasurer's report
- (f) Election of the new Committee
- (g) Appointment of auditors
- (h) Other business.

Items (a) to (e) shall be chaired by the out-going Chairman, item (f) by an acting Chairman who is not standing for election to office, and the remaining business by the newly elected Chairman.

Nominations for Committee members will only be valid if confirmed by the nominee at the meeting or previously in writing.

Items to be raised by members under other business must be notified to the Secretary not less than 21 days before the AGM.

9. Extraordinary General Meeting

- a) Extraordinary General Meetings may be called by the Committee or not less than 4 members of the Society.
- b) The date of the meeting being the earliest convenient as decided by the Committee or not less than 4 members.
- c) At least 28 days notice in writing must be given to the Secretary, who in turn shall give members at least 14 days notice in writing of the agenda. No other business may be transacted at the EGM.
- d) The quorum for the EGM shall be six.

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10. Amendments to the constitution

The constitution may be amended at the AGM or at an EGM called for that purpose.

11. Winding up of the Society

- (a) The decision to wind up the Society may only be taken ~~by a decision of the majority of paid up members~~ at an EGM.
- (b) The funds of the Society shall, after the sale of all assets and the payment of all outstanding debts, be disposed of as directed by members at the final EGM.

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