

## **BRACKNELL AMATEUR RADIO CLUB CONSTITUTION**

1. The Club shall be known as the Bracknell Amateur Radio Club.
2. The aim of the Bracknell Amateur Radio Club shall be to further the knowledge and well-being of Amateur Radio and electronics in all aspects.
3. Membership shall be open to all persons interested, at the discretion of the Committee. There shall be four classes of member:
  - Full Members
  - Junior Members (those under 21 at the start of the membership year),
  - Senior Members (who are 65 or older at the start of the membership year) and
  - Country Members (a member, who, by reason of their place of residence could not normally be expected to attend regular meetings).
4. The financing of the Bracknell Amateur Radio Club shall be carried out by annual subscriptions, attendance payments, commissions on Club sales ("Junk" sales), and by any other way approved by the Committee. Annual subscriptions shall be decided from time to time by either an Annual General Meeting (AGM) or an Extraordinary General Meeting (EGM). The annual subscription is payable within two calendar months of the AGM

There will be a reduced subscription for Junior, Senior, and Country Members.

There will be a reduced subscription for new members wishing to join the Club after August 1.

The Committee may reduce any individual subscription at its discretion.

5. The Bracknell Amateur Radio Club's affairs shall be administered by a committee. The committee is responsible for the Club's property. The Committee shall comprise:

- (a) A Chairman, who will be responsible for the conduct of meetings. The Chairman shall only have a casting vote.
- (b) A Secretary, who shall be responsible for the general running of the Club, and who is responsible for ensuring that all members are made aware of the future programme of club meetings and activities.
- (c) A Treasurer, who shall present a balance sheet of the Club's accounts at the AGM and shall be responsible for managing the club finances.
- (d) Additional members may be co-opted to serve on the Committee as and when necessary.

6. Conduct of meetings:

- (a) The Annual General Meeting shall be called in December, January or February of each year, and the members of the Club shall be notified at least one month prior to the chosen date. The date of the AGM shall be chosen by the Committee. The business of the AGM

shall include the election of the Committee, the presentation of the balance sheet, and the setting of annual subscription rates.

(b) An Extraordinary General Meeting may be called by the Committee at any time, or by a minimum of eight members.

(c) To call an EGM the date of the EGM and all motions to be considered by the EGM must be notified to all club members a minimum of two weeks prior to the proposed date.

(d) The voting on motions shall be by a show of hands and motions shall be carried by a majority of two-thirds of those present and eligible to vote. Committee members shall be elected by a simple majority in a secret ballot. Proxy or Postal votes may be accepted either on paper or in electronic format, by any member of the committee

(e) A quorum for an AGM or EGM is defined as the lower of:

- eight members or
- two-thirds of the current membership (to the nearest whole number)

This number of members present who are eligible to vote shall constitute a quorate AGM or EGM subject to due notice of the AGM or EGM being given.

Members who have submitted a proxy or postal vote are considered to be present for the purposes of counting a quorum.

(f) All members who have paid their annual subscription are eligible to vote at an AGM or EGM. An AGM is always considered as being part of the preceding year, an EGM as being part of the current year.

(g) For clarification, notices may be delivered electronically or on paper. A notice is deemed to be delivered if emailed to the club member's provided email address and no rejection or failure notice is received, or if sent by recognised postal service. In the event that an email is notified as failed, an alternative notification shall be sent in its place as soon as is reasonably practicable. If this second notice arrives later than the notice period specified for an AGM or EGM that will not invalidate the notification process.

## 7. Constitutional and Other Changes

(a) This constitution may only be amended by a motion at a fully quorate AGM or EGM. Such a motion may make any changes to this constitution that it may wish. For a change to be made at an AGM, the proposal must be included in the agenda distributed with the AGM notice.

(b) A quorate AGM or a quorate EGM is competent to make any changes to club running or procedure that it may wish.

This constitution was last amended at an EGM held on 13 April 2011.