



Reading and District Amateur Radio Club

R.A.D.A.R.C.

Club Constitution

This is the revised Constitution, as amended by the EGM held at Woodford Park on 24th March 2005.

1. Name

The society shall be known as the Reading and District Amateur Radio Club.

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.

Members will pay the full subscription unless they are Students or Senior Citizens who will pay a reduced subscription, or Honorary Life Members who will not pay a subscription. Students are defined as being under 25 years of age and in full-time education. Senior Citizens are defined as men over the age of 65 or ladies over the age of 60 years.

Honorary Life Membership may be granted to any person who, in the opinion of the Committee, has 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.

The committee may award complimentary membership to candidates who pass any examination organised by the Club. This complimentary membership shall cease after the next AGM. Complimentary members shall not have voting rights.

Members may invite guests to meeting free of charge. No guest may attend more than three meetings in each year.

All members shall abide by the Constitution of the Society. The Committee shall have the power to refuse the membership renewal of any person whose conduct, in the opinion of at least two thirds of the full Committee, renders them unfit to be a member of the society.

4. Subscriptions.

The annual subscriptions for membership shall be set by the Committee and agreed by the AGM.

All subscriptions shall be due and payable at the beginning of the financial year. Members in arrears have no voting rights.

The financial year shall run from the 1st of January to 31st of December each year.

The Committee shall have the power to waive or reduce the subscription in special circumstances for a period not exceeding one year at a time.

The committee shall have the powers to extend membership for a limited period into a new financial year in extra-ordinary circumstances. This period will not exceed two calendar months and such powers if invoked will apply universally to all members.

5. Finance

All money received by the Society shall be promptly deposited in the Society's bank account. Withdrawals from the bank of up to £50 require only the signature of either the Chairman, Treasurer or Secretary. Withdrawals of more than £50 require the signature of any two of the aforementioned officers of the Society.

6. Committee Membership

The Society's affairs shall be administered by a Committee elected at the AGM. The members will elect individuals to specific offices. 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.

A Secretary who will be responsible for:

- i) arranging all meetings of the Society throughout the year. These meetings run from February of the year of election to the following February.
- ii) ensure all correspondence is correctly handled.
- iii) keep the minutes of all Committee meetings of the Society.
- iv) acting as the Chairman in the absence of the Chairman.
- v) Publicising the club meetings in the amateur radio press and media
- vi) Keeping the RSGB services such as RadCom, GB2RS etc informed of all club activities
- vii) Arranging local publicity
- viii) Entering candidates to sit the RAE or NRAE at appropriate examination centres.

A Treasurer who will be responsible for:

- i) keeping the Society's accounts.
- ii) advising the Committee on all financial matters.
- iii) preparing the accounts and presenting them at the AGM.
- iv) maintaining a list of members.

A minimum of one and a maximum of three Ordinary Members, the number of whom shall be decided at or before the AGM, and whose duties shall be determined from time to time.

The committee shall be responsible for producing a club news letter from time to time. This shall be distributed to all members.

The committee shall have the powers to delegate any of their duties to other members of the society with the agreement of that member, for example production of the newsletter, RAE/NRAE entries and librarian. Such delegation will terminate at the end of each year at which time it may be renewed by the incoming committee.

The Committee, at its discretion, may co-opt members to the committee. If these members are additional to the normal Committee strength they will have no Committee voting rights.

If a full committee member resigns, or leaves the Committee within the second half of the year, the Committee may co-opt a member to fill the post without calling an EGM or an election. In this case the co-opted member will have full voting rights.

7. Committee Standing Orders

The quorum for the Committee shall be four people, or if the committee is comprised of only four people, then the quorum shall be three people. 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 meeting may be called by the Chairman or any three members of the committee.

The Chairman may vote. In the event of a tie the Chairman has a second casting vote.

8. Annual General Meeting

The Annual General Meeting shall normally be held at the first club meeting in December each year. At least 21 Days notice shall be given to members in writing. If the AGM cannot be held during December it shall be held in the following January, and the Committee shall have the powers to extend the membership and voting rights to include the AGM.

The quorum for the AGM shall be 20% of the membership.

The agenda of the meeting shall be:

- i) Apologies for absence.
- ii) Acceptance of the Minutes of the previous AGM.
- iii) Chairman's report.
- iv) Secretary's report.
- v) Treasurer's report and adoption of the accounts.
- vi) Any Other Business.

Items i to v on the agenda shall be chaired by the retiring Chairman, item vi by an acting chairman who is not standing for election to office, the remaining business by the newly elected Chairman.

A member is eligible for election to Committee if nominated by two members, and agreed in writing by the nominee, prior to the closing date for nominations. If there are Committee posts

for which eligible nominations have not been received, nominations and agreements in writing may be requested at the AGM.

Agenda items to be raised by members under Any Other Business must be notified in writing not less than 7 days before the AGM.

9. Extraordinary General Meeting

An EGM may be called by the Committee or by not less than 10 members of the Society. The committee shall call an EGM within 28 days of receiving a valid request. NO other business may be transacted at the EGM.

The quorum for an EGM shall be one third of the membership.

At least 14 days notice shall be given to all members who were not party to the EGM being called. This notice shall be given in writing.

10. Amendments to the Constitution

The Constitution may only be amended at an EGM called for that purpose.

11. Winding up of the Society

The decision to wind up the Society may only be taken at and EGM or AGM.

In the absence of a quorum at such a meeting a motion signed by 10 members shall constitute the same decision.

The funds of the Society shall, after the sale of assets and the payment of all outstanding debts, be disposed of as directed by the members at the final EGM, or as agreed by the members present when the motion in 11b was signed.

E&OE.