

# Strathclyde Raynet Group - Constitution

## 1 Name

The organisation shall be known as the "Strathclyde Raynet Group", hereafter referred to as the Group.

## 2 Purpose

The purpose of the group shall be to further the activities and aims of the Radio Amateurs' Emergency Network, known as Raynet, by dissemination of relevant information, organisation of events in conjunction with the user services, and promotion of the use of agreed radio procedure through training and exercises; and may where practical, assist other groups with advice, technical information, equipment and manpower.

## 3 Administration

The Group shall be administered by a committee of seven, which shall have the following posts:

- Controller
- Deputy Controller
- Secretary
- Treasurer
- Quartermaster

The Controller and Committee officers shall be elected to named office by a majority vote at the Group's Annual General Meeting or an EGM convened for that purpose. Elections for nominated posts shall be carried out in the order listed above and shall be by secret ballot. The remaining members of committee shall be elected by one secret ballot in which members will be allowed to cast one vote for each vacancy. The committee shall have the power to co-opt. Co-opted members shall not have voting rights on the committee. At least 3 committee meetings shall be held each year. Additional meetings may be convened as deemed necessary by the Group Controller or by a majority of committee members.

The maximum period of office of the Controller shall not exceed that of three consecutive years. After this period he or she may seek election to another committee post. The above does not exclude seeking election to the post of controller in the future.

## 4 Annual General Meeting

After at least one month's notice, the Group shall hold an Annual General Meeting, during the month of February, at which the main business shall be the presentation of reports and accounts by the outgoing committee, followed by the election or re-election of the Group committee for a term of one year. The meeting will then be responsible for fixing the annual subscription, amendments to the constitution and any other competent business, including the appointment of an auditor.

Only registered Raynet members who were paid up members of the group on, or before 31st December of the previous year, shall be permitted to vote and only those who have been members for at least six months shall be eligible to stand for election. Members who wish to stand for or continue in named offices should submit their names in writing, together with the names of a proposer and seconder, both of whom must be paid up members of the Group, as defined above, to the Group committee not less than 14 Days prior to the date of the AGM.

In the event of only one or no nominations for a specific office being received by the due date, nominations for such office shall be accepted from the floor at the AGM, subject to indication that the member(s) so nominated are willing to serve. Such indication to be in writing if the member(s) so nominated are not present. Following the vote for the named offices, nominations for ordinary committee members shall be accepted from the floor of the AGM.

In the event of a voting tie, a re-election shall take place. Voting by proxy will not be permitted. When a secret ballot is called, two tellers shall be appointed by the Controller. A quorum shall comprise one quarter of the group membership.

## 5 Extraordinary General Meeting

An EGM may be convened by direction of the Group committee, or by request to the Group secretary stating the business for which the EGM is required, and signed by not less than 10 paid up group members. If the meeting so requested is not convened by the committee within one month, the said members may convene such a meeting. At least 14 days written notice shall be given to

members of all EGMs, but non-receipt of such notice by individual members shall not invalidate the proceedings. Notification of an EGM must specify the business for such a meeting. The business of an EGM shall be that for which it is called and no other. A quorum shall comprise one quarter of the Group membership. Only registered members, who have been paid up members of the Group for at least three months, shall be permitted to vote, and only those who have been paid up members for at least three months shall be eligible to stand for election.

## **6 Constitution**

Any changes or amendments to this constitution may only be made at an AGM or at a properly convened EGM and must be accepted by two thirds of the members present.

## **7 Membership**

Membership shall be open, upon payment of a subscription, to anyone properly registered as a Raynet member with the Radio Society of Great Britain.

The group committee shall have the power, through the authority vested in it by the group members, to refuse membership to any person seeking membership who they consider as unsuitable. The group committee shall also have the power to recommend the censure or expulsion of any member found to be guilty of bad conduct or conduct in breach of the Amateur Radio Licence A or B. This refusal, censure or expulsion must in all cases be ratified by the group members at a duly and correctly convened Extraordinary General Meeting or at the next Annual General Meeting.

Any member ceasing voluntarily or otherwise, to be a member of the Group, shall thereafter cease to have any claim upon the property of the Group, or enjoy any privileges of membership; but he/she shall remain liable for payment of any debts to the Group from him/her.

The name or address of the Group shall not, under any circumstances, be used by any member as his address for trade, advertising or business; nor may it be used in connection with any legal proceedings without the prior consent of the committee.

The committee advise members that their records are kept on a computerised data base and any member may, under the provisions of the Data Protection Act, ask to examine, and to have his/her record amended or removed.

## **8 Subscription**

The annual subscription shall be due at the Annual general Meeting, when the amount of subscription for the forthcoming year shall be determined. Members joining before the end of October shall pay the full annual subscription. Those joining in November and December shall pay one third of the annual subscription rate. A member not renewing his subscription before 30th April, or not paying within two months of joining, shall be deemed to have left the Group. The committee shall have the power to reduce the subscription on an individual basis.

## **9 Funds**

Group funds, which shall include members' subscriptions and any donations made to the Group, shall be used to defray postal and other expenses, properly incurred in the administration and organisation of the Group. Surplus funds may be used to purchase equipment and accessories for use by the Group. Any expenditure must be authorised by a member of the committee and, if in excess of a sum agreed at the previous AGM, must have the approval of the majority of the committee. The Treasurer shall be responsible to the Group's members for all finance.

All bank and other accounts held in the name of the Group shall be operated by any two of the Treasurer, Secretary, Controller and Deputy Controller. The Group's accounts for the year shall be audited by either a qualified chartered accountant or two non professionally qualified persons.

Responsibility for winding up of the Group's affairs and disposal of their assets shall be placed in the hands of the last elected committee, in consultation with the remaining members of the group. Any monies, assets etc., should be gifted to such like or similar organisations as the remaining members duly decide.

## **10 Equipment**

Any equipment owned by, or on loan to the Group shall be maintained in good repair and must be made available for any Group exercise or at the request of a member of the committee. All faults, losses or breakages must be reported as soon as possible. Any repairs or modifications to equipment must be authorised by the committee, although those of a minor nature may be done by the Quartermaster without prior notification.

**March 2000**