



ESSEX REPEATER GROUP CONSTITUTION

1. NAME

The group shall be known as the ESSEX REPEATER GROUP (ERG)

2. OBJECTS

The object of the Group shall be to provide and maintain repeater and beacon stations in ESSEX for the use of Radio Amateurs.

3. MEMBERSHIP

Membership of the Group shall be open to anyone.

The General Committee shall have the power to:

- a) Decline to accept or renew a subscription;
- b) Require a member to resign;
- c) Grant Honorary Membership which shall be ratified at the next AGM.

A right of appeal shall be given to any member who has been declined membership or has been asked to resign. Such appeal committee (3 persons) shall be set up for this purpose when a problem occurs. The members of such shall be by mutual agreement to the parties and the General Committee.

4. SUBSCRIPTION

- a) The financial year of the Group shall run from 1st October to the 30th September;
- b) Annual subscriptions shall be those sums agreed at the AGM;
- c) All subscriptions shall be due and payable on a 12 month cycle
- d) A member shall be deemed to have resigned if their subscription has not been paid within 8 weeks of its due date.
- e) Notwithstanding b), at the committee's discretion, incentive and discount schemes may be employed at any time during the year. Any such scheme must have the prior approval of two-thirds of the full committee.

5. MEETINGS

a) Annual General Meeting

- i) An Annual General Meeting (AGM) shall be held during the month of October of each year. At least 14 days notice shall be given to each member in writing at their last known address.

- ii) The agenda for the AGM shall be;
 - 1) Apologies for Absence.
 - 2) Minutes of the previous AGM.
 - 3) Chairman's report.
 - 4) Secretary's report
 - 5) Treasurer's audited report.
 - 6) Election of the new committee.
 - 7) Election of the Auditor.
 - 8) Subscriptions for the coming year.
 - 9) Any other Business.
- iii) Nominations for committee members are only deemed valid if the nominees are fully paid up members, and have indicated their willingness to stand either at the meeting or in writing to the Secretary prior to the meeting.

b) Extraordinary General Meeting

An Extraordinary General Meeting (EGM) is an instrument of last resort, and should only be used when matters cannot be resolved by the Committee. They may be called by:-

- 1) The Committee itself.
- 2) The lodging of a petition with the Secretary signed by ten members or 10% of the membership (whichever is the greater). To ease authentication such petitions must be originals, and include a full and clear copy of the proposal for the EGM complete with legible (and dated) signatures on a single page.

In the event of a valid proposal the meeting shall be called within two calendar months after the request of such a meeting being received by the Secretary, who in turn shall give members at least fourteen days notice of the agenda in writing, at their last known address. Only agenda items may be discussed.

In the period up to an EGM only those activities on the grounds of the motion will normally be suspended pending their resolution at the meeting. Essential caretaker activities are excepted.

c) Quorum

A quorum at an AGM or an EGM shall be 10 members.

d) Validation

Members attending an AGM or an EGM shall sign an attendance book after validation of membership is confirmed and receive a voting card.

Members must be fully paid up or Honorary (as per 3c) to be eligible for a voting card.

e) Voting

- i) Voting at an AGM or an EGM shall be by simple majority, except for a rule change which should require a two-thirds majority, of those present and voting. Only those members who hold a voting card have the right to vote.
- ii) In the case of equality of vote, the Chairman has a casting vote.
- iii) Two tellers will be elected by the Chairman at the commencement of the meeting.

f) Control of Meetings

The control of meetings shall be by the Chairman, or in his absence by a Chairman elected from the floor.

- g) Meetings will be conducted in accordance with standing orders. Any such orders should be codified in written form.
- h) Where vested interests or conflicts of interest arise they must be declared when raising issues.

6. MEMBERSHIP OF THE GROUP COMMITTEE

The Group's affairs shall be administered by a Committee elected at the AGM, or EGM called for that purpose. The Committee as a whole is the sovereign body of the Group and is collectively responsible for its affairs. The Committee, in whom the Group's assets shall be vested, shall consist of the following:

The officers of the Group:- Chairman, Hon Secretary, Hon Treasurer.
And up to eight ordinary Committee Members.

Officers Roles:-

- Chairman:** To maintain order at meetings, and to ensure that the ERG Constitution is upheld.
- Secretary:** The focus for all written correspondence, and responsible for the notification and recording of meetings. He/She is also responsible for the Group's licences.
- Treasurer:** Responsible for the financial well-being of the Group, and records of all income and expenditure. He/She should ensure that at all times the Group's liabilities do not exceed its assets.

No person may hold more than one Officer's post at any one time.

The Committee shall have full powers to co-opt members to carry out special duties, although such co-opted members shall not have a vote on the main committee. The Committee shall also have the power to appoint sub-committees for any purpose to the benefit of the Group. Should a vacancy occur on the main Committee, the Committee may co-opt a member to fill the vacancy.

The number of co-opted members should not exceed the number of elected members.

7. AMENDMENTS TO THE CONSTITUTION

- a) The constitution of the Group may be amended only at an AGM or an EGM called specifically for that purpose.
- b) Any proposed amendment to the constitution shall be forwarded to the Secretary, in writing, and be supported by a seconder.
- c) Notice of any proposed amendment to the constitution must be circulated to all members by the Secretary not less than fourteen days prior to the meeting at which the proposed amendment is to be submitted.

8. WINDING UP

- a) The Group shall only be wound up as the result of a proposal put to an EGM called specifically for that purpose and passed by two-thirds of the membership present and voting.
- b) The assets of the Group will be realised and, after settlement of all outstanding debts, any surplus will be donated to an Organisation selected by those present at the EGM by simple majority.

9. Where the Constitution of the Group is silent, the Committee shall have the power to act.