



HUNTINGDONSHIRE AMATEUR RADIO SOCIETY CONSTITUTION

1. **Name.** The Society shall be known as “THE HUNTINGDONSHIRE AMATEUR RADIO SOCIETY” (HARS).
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. An annual subscription will be levied on members where applicable.
 - (a) **Full Members.** Full Members may be anyone interested in RF communications or related topics.
 - (b) **Junior Members.** Available at half rate, for those under 18, but such members will have no voting rights.
 - (c) **Family Membership.** Available at one and a half times the full members' subscription, for two adults together with any interested juniors under the age of 18 the latter having no voting rights.
 - (d) **Guests.** Members may invite up to two guests to meetings. No guest may attend more than any three meetings in each year.
 - (e) **Visitors.** Visitors to the Society are welcome and may attend 3 meetings after which they will be expected to become paid members, visitors will be asked to become Full Member at their third meeting.
 - (f) **All Members shall abide by the Constitution of the Society.** The Committee shall have the power to expel any member whose conduct, in the opinion of the majority of the 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.
4. **Subscriptions.**
 - (a) The annual subscription for full membership shall be proposed by the Committee and agreed by members annually at the AGM.
 - (b) All subscriptions shall be due and payable at the beginning of the financial year.
 - (c) The financial year shall run from 1st April to 31st March.
 - (d) A member shall have deemed to have resigned from the Society if by the 30th June the 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 two years at a time.

5. Finance.

All money received by the Society shall be promptly deposited in the Society's bank account. Withdrawals require two signatures from a list of four signatures nominated by the Committee (normally the President, Chairman, Secretary, and Treasurer). Expenditure in excess of £300 (in any one transaction) will require the approval of the majority of the Committee. Expenditure in excess of £500 (in any one transaction) will require the approval of at least 75% of members present at an AGM or EGM.

6. Membership of the Society's Committee.

The Society's affairs shall be administered by a committee elected at the AGM. The Committee, in whom the Society's property shall be vested, shall consist of:

- (a) **A Chairman** who will preside at all meetings at which he is present. In his absence, the Secretary will chair meetings.
- (b) **A Secretary** who will be responsible for:
 - (1) Keeping the minutes of all meetings of the Society.
 - (2) Ensuring that all correspondence is correctly handled.
 - (3) Maintaining a master roll of all members.
 - (4) Maintaining a register of Society equipment.
 - (5) Collecting subscriptions assisted by the Treasurer.
- (c) **A Treasurer** who will be responsible for:
 - (1) Keeping the Society's accounts.
 - (2) Advising the Committee on all financial matters.
 - (3) Preparing the accounts for audit and presenting them at the AGM.
- (d) **An Events/Rally Coordinator** who will be responsible for:
 - (1) Arranging and coordinating events and guest speakers under the guidance of the committee.
 - (2) Responsible for the organization of the HARS Rally which takes place on August Bank Holiday each year.
- (e) **Repeater Keeper** who will be responsible to the Chairman for representing matters relating to the operation of the repeater GB3OV to OFCOM.
- (f) **Other Appointees.**
 - (1) Up to **three** members with full voting rights to represent the general membership.
 - (2) At the discretion of the Committee, not more than **four** co-opted members for specific tasks from time to time; such appointees shall have no voting rights within committee.
 - (3) **A Non-executive President** will be elected for a 5-year term at an Annual General Meeting.

No member of the Committee may hold a position for more than three consecutive years, without re-election at the AGM.

7. Committee standing orders.

- (a) The quorum for the Committee shall be 75%. 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.
- (b) Committee meetings may be called by the Chairman, Secretary or Treasurer.
- (c) Notice to be given of a committee meeting to all committee members at least 7 days with an Agenda.

8. Annual General Meeting (AGM).

- (a) The Annual General Meeting shall normally be held on first meeting in March (second Thursday in March) of each year. At least 28 days' notice must be given to the Secretary, who in turn shall give members at least 14 days' notice to members at a club meeting and posted on the Society's website.
- (b) The quorum for the meeting shall be 25%.
- (c) The agenda for the meeting shall be based on:
 - (1) Apologies for absence.
 - (2) Minutes of the previous AGM.
 - (3) Chairman's report.
 - (4) Secretary's report.
 - (5) Treasurer's report.
 - (6) Repeater Keepers Report.
 - (7) Election of members to the Committee.
 - (8) Election of auditor.
 - (9) Any Other Business.
- (d) Items (1) to (7) shall be chaired by the existing Society chairman, and items (8) to (9) by the new chairman, if elected, in item (7).
- (e) Nominations for Committee Members will only be valid if confirmed by the nominee at the meeting or previously in writing.
- (f) Decisions at an AGM to be by the simple majority of members present; the Chairman to have a casting vote in the event of a tie.

9. Extraordinary General Meeting (EGM).

- (a) An Extraordinary General Meeting may be called by the Committee or not less than ten members of the Society; the date of the meeting being the earliest convenient as decided by the Committee. At least 28 days notice must be given to the Secretary, who in turn shall give Members at least 14 days' notice to Members at a club meeting and posted on the Society's website.
- (b) The quorum for the EGM shall be 25% of the Membership.
- (c) Decisions at an EGM to be by the simple majority of members present; the Chairman to have a casting vote in the event of a tie.

- 10. Amendments to the Constitution.** The Constitution may be amended only at the AGM or at an EGM called for that purpose.
- 11. Winding up of the Society.**
The decision to wind up the Society may be taken only at an EGM. The funds of the Society shall, after the sale of all assets and the payment of all outstanding debts, be distributed to a charitable organisation or club of similar interests.
- 12. The Huntingdonshire Amateur Radio Society (HARS)** is committed to a policy of equal opportunities for members. We want to ensure that no member or membership applicant receives less favourable treatment because of their race, colour, nationality, ethnic or national origin, or on the grounds of their gender, marital status, disability, age, sexual orientation or religion; or is disadvantaged by conditions or requirements which are not justified by society activities to be undertaken. This policy concerns all aspects of Society activities for existing members and potential members.
- 13. Amendments.**

Revised & Accepted at AGM - 9th March 2017.

Revised & Accepted at AGM - 8th March 2018 to increase committee size (revisions in blue).