

Mid Sussex Amateur Radio Society

Constitution 2023

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1. NAME and CALL SIGNS

The name of the Society shall be the "Mid-Sussex Amateur Radio Society", which may be abbreviated to 'M S A R S'. A member of the M S A R S Committee must hold the Club Call Signs.

2. AIMS

The aims of the Society shall be to further the interests of its members in all aspects of Amateur Radio and Electronics.

3. MEMBERSHIP

Membership shall be open to all persons interested in the aims of the Society, subject to the discretion of the Committee.

There shall be five categories of Membership:-

a) Honorary Members

Honorary Life Membership may be granted to any person, who, in the opinion of the Committee, has rendered outstanding service to the Society such membership shall carry the rights of full membership but shall be free from subscriptions.

b) Full Members

Full Members who are not covered by any other membership category.

c) Associate Members

Associate Membership may be granted at the discretion of the Committee.

d) Student Members

Student Members, being those persons who are under the age of 18 or in full time education at the start of the membership year will be offered one year's free membership.

e) Family Members

Family Membership may be granted at the discretion of the Committee.

A member, upon joining the Society, shall be given a copy of the Constitution, together with a Welcome Pack, by the Secretary. All members shall abide by the Constitution of the Society and be considerate and respectful of other members.

The Committee shall have the power to revoke the membership of any member whose conduct, in the opinion of at least two-thirds of the Committee, is injurious to the character and interest of the Society. Such a member shall be given the opportunity to personally present their case to the Committee, verbally or in writing.

4. SUBSCRIPTIONS

The Membership Year shall be from 1st January to 31st December with subscriptions due on 1st January.

Any Member not having paid the subscription by 28th February in any year shall be deemed to have resigned from the Society.

The annual subscriptions for Membership shall be recommended by the Committee for ratification by members at the Annual General Meeting.

The Committee shall have the power to waive or reduce subscriptions in special circumstances and for any person applying for membership of the Society part way through the Membership Year.

5a. PRESIDENT

The Society's Presidency will be offered to any person who in the opinion of the members has rendered outstanding service to the cause of Mid Sussex Amateur Radio Society. A President so appointed shall remain in office until such time as the President or the Society may wish to terminate the appointment or has deceased.

The President shall not be required to undertake any duties to the Society by virtue of the appointment, but may decide to attend, take part in and vote at any meetings of the Society and of its Committee.

5b. VICE PRESIDENT

The Society may at either the Annual General Meeting or an Extraordinary General Meeting decide to offer a Vice Presidency to any person who in the opinion of the members has rendered outstanding service to Mid Sussex Amateur Radio Society. The Vice President so appointed is deemed to be President in Waiting unless that person does not wish to take over from the incumbent President.

6. COMMITTEE

The Society's affairs shall be administered by a Committee consisting of four Honorary Officers and three other members, who shall be elected at the Annual General Meeting, to hold office from 1st April to the end of March next year. They may serve for up to two years before retiring in rotation, being eligible for re-election. Up to 50% of the Committee will retire in one year therefore becoming available for reselection and re-election, and up to 50% in the next year (special conditions will apply in the first year of operation of this system to enable it to work).

The Honorary Officers of the Society shall be:-

- a) A Chairman, who shall conduct all meetings at which he or she is present.
- b) A Secretary, who shall conduct all correspondence on behalf of the Society other than that pertaining to the Treasurer's functions; who shall prepare Agenda and maintain Minutes of Meetings, and shall present an Annual Report at the Annual General Meeting.
- c) A Treasurer whose duties are defined in Clause 7:- The qualification for the post of Treasurer should be, 'Long club membership and previous Committee service if possible'.
- d) A Programme Secretary who shall arrange programs for the Society's meetings other than the Annual General Meeting or an Extraordinary General Meetings and shall submit details in advance of their proposed programs to the Committee.

At the first meeting of the new committee a Vice Chairman shall be chosen from the three Non-Honorary Committee members.

Should the Treasurer, Secretary or Programme Secretary relinquish their appointment during their term of office they may be replaced for the remainder of that term by any member of the

committee. Should the Chairman relinquish their post then an Extraordinary General Meeting must be called.

The Committee may allocate specific duties or responsibilities to any of its members and may at any time modify those of the Honorary Officers.

The Committee shall have the power to set up specialised sub-committees and to co-opt additional members for periods of up to one year.

The Committee shall meet at least six times a year and a quorum shall be five members. 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.

The Committee shall arrange regular meetings of the Society, shall provide on behalf of its members such radio communication and other facilities at the Society's premises or elsewhere as members may approve.

The Committee shall ensure that the Society's property and legal liabilities are adequately covered by insurance.

The Committee may establish and at any time amend such rules as it considers necessary governing the use and operation of radio and other equipment which is in the possession of the Society.

The members shall have the power to remove a Committee member whose conduct in the opinion of the remaining members of the Committee, President and Vice President is not in the best interests of the Society. That Committee member shall have the opportunity to personally present their case to the membership, verbally or in writing.

7. FINANCES AND PROPERTY

The Society's financial year shall be from 1st January to 31st December from 2019, preceded by a 16 month period from 1st September 2017 to 31st December 2018.

The administration of the funds and other property of the Society shall be vested in the Treasurer, acting under the instructions of the Committee, which may cause the investment of such funds, acquisition and disposal of such property, and otherwise deal with the same on behalf of the Society as the Committee may think fit.

All investments shall be in the name of the Society. Cheques drawn upon the Society's bank account(s) shall be signed by 2 of the following 3, Chairman, Vice President and President.

The Treasurer shall present the profit and loss accounts and balance sheet of the Society and an annual report at the Annual General Meeting. Bank Statements should also be available for examination at the AGM.

At each Annual General Meeting there shall be appointed two examiners and two reserve examiners who shall be members of the Society but not of its Committee.

8. ANNUAL GENERAL MEETING

The Annual General Meeting shall normally be held in March at a date determined by the Committee. At least 1 months notice shall be given to each member. Ideally nominations for committee posts to be received by the Secretary, not less than 2 weeks before the meeting. The quorum for an Annual General Meeting shall be 25% of the membership.

9. EXTRAORDINARY GENERAL MEETINGS

Extraordinary General Meetings may be held upon the decision of the Committee or at the written request of not less than 20% of the membership. At least 14 days notice of such Meetings shall be given to each member, together with an agenda.

The quorum for an Extraordinary General Meeting shall be 25% of the membership.

10. VOTING

At either the Annual General Meeting or an Extraordinary General Meeting, all paid/honorary members shall be entitled to one vote on each subject. The method of voting may be by a show of hands or ballot. Members not able to be present shall be entitled to a vote by proxy. Simple majorities shall determine each vote other than those requiring a change in the Constitution.

11. AMENDMENTS TO THE CONSTITUTION

The constitution may be amended at either the Annual General Meeting or an Extraordinary General Meeting, by a majority of two-thirds of those voting. The proposed amendments shall be stated in the notice calling the meeting.

12. DISBANDMENT OF THE SOCIETY

The decision to wind up the Society may be taken at either the Annual General Meeting or an Extraordinary General Meeting. The funds of the Society shall, after the sale of all assets and the payment of all outstanding debts, be disposed of among its members or as directed by members at the meeting.

REFERENCE

This constitution was updated and accepted by the members at the AGM of March 24th 2023.

This constitution was updated and accepted by the members at the EGM of October 12th 2018.

This constitution was amended after the AGM of October 2009, when the hold office date for the new committee was altered from 1st January to the 1st November. (Section 6) Also the wording 'Auditors' was amended to 'Examiners'. (Section 7) [Updated October 2009](#)

Mike G8KMP (Vice President) [Updated 12th October 2018](#)

'The Society's affairs shall be administered by a Committee consisting of four Honorary Officers and five' was altered from 'five' to 'three' (Section 6) Stella M6ZRJ (Treasurer)

'The Society shall also elect a Vice Chairman from the Non-Honorary Committee members selected' was altered 'At the first meeting of the new committee a Vice Chairman shall be chosen from the three Non-Honorary Committee members.' (Section 6)

'and shall publish a periodical newsletter for issue to all members.' was removed. (Section 6)

[Updated 24th March 2023](#)