

# ANGLIAN POTTERS

## CONSTITUTION

1.0 **Name** The name of the association shall be Anglian Potters.

2.0 **Aims** The aims of the association shall be:

2.1 To engender the interchange of ideas, opinions and technical information on and about ceramics.

2.2 To encourage activities that will stimulate a wider and more informed appreciation of ceramics amongst the members and the public at large.

2.3 To support and further educational and recreational aspects of ceramics.

2.4 To pursue policies and activities for the benefit of members.

3.0 **Membership**

3.1 Membership is open to all persons who wish to be involved in the association and its activities. Student and Apprentice membership is available at a reduced fee.

3.2 The committee is empowered to award as and when appropriate the distinction of Honorary Membership. This is to be ratified at the A.G.M.

3.3 The committee is empowered to consider applications for special membership, i.e. group, association or institution affiliation.

3.4 Any member may, in exceptional circumstances, be removed from membership of the association, by a resolution carried by not less than two thirds of the members present at a general meeting. Within 28 days, the member concerned has the right to appeal to the Chairperson, who will ask three members to assist in reviewing the matter along with the member concerned and his/her representative. The Chairperson's decision will be final and binding.

3.5 The membership shall agree to be bound by the constitution.

4.0 **Selected Members**

Selected membership should provide a special position in the association for those showing the higher standards of ceramics.

4.1 The selected members will be expected to contribute to the running of the association.

4.2 Selected membership is open to all persons through selection for a period of five years, after which time the selected member may be asked to apply for re-selection.

4.3 The selection committee will consist of not fewer than seven Selected Members, three of whom must be members of the central committee. One ordinary member may attend a selection meeting as an observer.

5.0 **Committee**

The affairs and members of the association shall be guided and informed by a committee. The committee shall meet in formal session at least once a quarter. The committee shall be quorate when half or more members are present.

5.1 The committee shall consist of Chairperson, Vice-Chairperson, Secretary and Treasurer, and six other members.

5.2 The committee is empowered to co-opt members as and when necessary.

5.3 The members shall be obliged to retire after three years, but are eligible for re-election at the A.G.M. One third of the committee shall retire annually.

5.4 The committee shall be empowered to establish such sub-committees as is deemed essential to the efficient running of the association's affairs.

## 6.0 **Voting**

All decisions will be by simple majority, the Chairperson having a casting vote.

## 7.0 **Subscriptions**

The amount of the annual subscription shall be determined by the committee and reviewed as deemed necessary. Any changes shall be ratified by the AG.M. one year in advance.

7.1 The fee shall be payable on the first day of the month following the AG.M., i.e. June 1<sup>st</sup>.

7.2 Members joining after March 1<sup>st</sup> shall have their membership carried over into the next full year.

7.3 Membership may be deemed to have lapsed if the subscription remains unpaid three months after payment date.

## 8.0 **Accounts**

A banking account shall be kept in the name of the association into which all monies received shall be paid and from which all payments shall be made by cheque, signed by two of the designated members.

8.1 The financial year shall be deemed to run from April 1<sup>st</sup> to the last day of March.

8.2 An audited financial statement for the preceding year shall be submitted to the A.G.M.

8.3 The committee is empowered to pay any reasonable expenses incurred in the course of the efficient running of the association's affairs.

8.4 An auditor shall be appointed annually.

## 9.0 **Annual General Meeting**

An Annual General Meeting shall be held in May at a time and place determined by the committee. All members shall receive notice of the meeting, and an agenda, at least twenty-one days prior to the event.

9.1 The A.G.M shall:

receive the Chairperson's report;

receive the Treasurer's Report and audited accounts for the preceding year;

elect such committee members as necessary;

consider and vote upon any resolution submitted to the meeting;

transact any other business deemed appropriate by the Chairperson of the meeting.

9.2 In the event of any sudden emergency or significant change an extraordinary general meeting can be held by written request to the Chairperson by any member supported by five others. It shall be held not sooner than twenty-eight days and not later than six weeks from the date of the written request, and must be attended by a quorum of 20% members.

9.3 The constitution may be altered by a two-thirds majority present at a general meeting of the association.

(Constitution amended May 2005)