

CONSTITUTIONAL RULES OF THE SOLENT AVIATION SOCIETY

1. That the Society will be known as the Solent Aviation Society (Solent Branch of Air Britain). [Hereafter to be known as the Society]

The Solent Aviation Society (Solent Branch of Air Britain) & Air Britain (Historians) Ltd. have no legal connection with any advertisers placing adverts in the magazine (Osprey), or adverts placed on the Society's website and as such cannot accept any liability arising from these adverts.

Membership

2. **Membership does not permit members access to airfields or such establishments and the name of the Society will not be used in any capacity without the written permission of the Committee.**
3. The membership subscription charges entitle members to one year's supply of the Society's official magazine "OSPREY".
4. Membership renewal fees should be paid within four weeks of expiry date to ensure a continued and uninterrupted membership.
5. The Secretary shall keep a true record of all fully paid up members. The membership list comprising of names and addresses will be stored on computer files held by the Society and in order to comply with the Data Protection Act 1998, we must ask each member whether they accept their name being kept on the file and require each member to acknowledge this by completing the relevant section of the membership application form or advising the Secretary at any time that the member's name be removed from the computer record. The sole purpose for this file is to keep a current record of the membership and for use in printing our magazine address labels. We will not disclose this information to anyone else without the express permission of the individual. We do respect the members' right to privacy.
6. **No member of the Society may approach third parties and/or enter into agreements with third parties on the Society's behalf without the specific agreement of the Committee.**
7. **No member shall act so as to bring the Society into disrepute.**
8. **No member should commit any act to acquire or disseminate information, which they know or believe to be subject to military or industrial secret restrictions.**
9. **No member of the Society shall be entitled to or provided with free membership of the Society except with the approval of the Committee. Complimentary magazines will only be distributed with the approval of the Committee.**
10. All members will be provided with a copy of the Constitutional Rules of the Society and advised of all subsequent amendments.

Social Meetings

11. The society's monthly meetings will observe a no smoking rule.
12. All members and guests attending the monthly meeting are required to pay the admission charge and have their names recorded in order to comply with Venue Fire Regulations.

Committee

13. The general business of the Society shall be conducted by the Officials and Committee only.
14. The Committee of the Society shall number a maximum of fifteen. A quorum for a meeting shall be five.
15. The Officials, namely CHAIRMAN, VICE-CHAIRMAN, TREASURER, EDITOR and SECRETARY are elected from the members of the existing Committee within the previous twelve months
16. Any member who wishes to raise an item for consideration by the Committee should communicate it to the Secretary for inclusion in the agenda.
17. Items under consideration within the Committee, after due debate, are to be proposed, seconded, then voted upon by a show of hands, requiring a clear majority of 2 votes, with a minimum of 5 votes being cast in favour of the motion.
18. Minutes of all Committee and General Meetings shall be recorded by the Secretary and kept on file for future reference.
19. The funds of the Society will be looked after by the Treasurer, and the said funds to be used for the benefit of the Society. All monies belonging to the Society shall be paid into a Bank/Building Society account in the name of the Society.
20. No Committee member is to contact any third party on the Society's behalf or use the Society's name without the consent of the Committee. Once authorised to make such approaches and/or to commit the Society to any form of agreement they are to report at the next Committee meeting.
21. The Society accounts shall be audited annually and results made available at the AGM. Copies of the audited accounts are to be sent to Air Britain in accordance with our branch status.
22. The Officials will have the power to call a meeting of the said Officials to decide any issue in an emergency prior to the next scheduled Committee meeting.
23. The Committee shall have the right to co-opt a member of the Society onto the Committee upon an existing member resigning. Any member thus co-opted will hold their position until the next AGM where they may seek election
24. The Committee may invite persons other than its members to attend its meetings for specific purposes. They are not entitled to vote at any meeting they attend.
25. Any Committee members unable to attend scheduled meetings are required to communicate their absence prior to the meeting. Continued failures to attend or comply will result in the member's position as a Committee member being reviewed. A decision to remove a Committee member from office, after due notification and right of appeal, will require a majority vote of the members of the Committee.
26. **If any member disregards these rules they will be expelled from the Society. The said member shall have the right to appeal to the Committee. In all cases the decision of the Committee is final and binding.**

AGM

- 27.** An Annual General Meeting is to be called every twelve months, whereupon the members of the Society present at the AGM will duly elect all Officials and Committee members for a term of 12 months. This will normally be conducted by a show of hands, but in the event of there being more nominations than available positions the election of Committee members and Officials shall be conducted according to the election procedure as stated in Appendix no. 1.
- 28.** All Committee applicants and their nominees must be fully paid up members of the Society for a period of twelve months immediately prior to the AGM. All applications for membership of the Committee should be received before the last Committee meeting prior to the AGM [date to be advised at least 1 month prior to the AGM].
- 29.** All motions to be presented to the AGM are to be proposed and seconded in writing and should be received by the Committee on or before the last Committee meeting prior to the AGM [date to be advised at least 1 month prior to the AGM]. Proposers and seconders must be fully paid up members of the Society.
- 30.** The AGM will approve an auditor, who will not be a member of the Committee but may be a member of the Society. They shall hold office until the next AGM when they may be re-appointed if the members present so approve.

Dissolution

- 31.** In the event of the Society ceasing to exist, or on the advice of the Treasurer ceasing to be financially viable, the Committee is to convene an Extraordinary General Meeting to present a report to the membership detailing all assets and outstanding debts and liabilities, to present a plan for the disposal of all assets and the clearing of outstanding debts and liabilities.
- 32.** In the event of the Society being dissolved or ceasing to continue (as a whole or in part) at any point during the year of subscription, the balance of the subscription will be used by the Society towards settlement of the Society's' outstanding debts and liabilities. Any monies remaining after this will be donated to a nominated charity.
- 33.** These rules supersede all previous rules.

DATED 25.04.2007

PROCEDURES FOR ELECTION OF COMMITTEE AND OFFICIALS

1. All fully paid up members of the Society that are present at the AGM are entitled to vote. Although non-members may be present during the AGM, they are not permitted to take part in the proceedings.
2. Two members of the Society present at the AGM but not directly involved in the election of the Committee are to be appointed as election officials to collect and count the votes
3. All candidates standing for election must be fully paid up members of the Society for one year prior to election and continuously throughout their term of office
4. Each candidate must be nominated by a proposer and seconder who are fully paid up members of the Society. As noted in rule 28
5. All nominations are to be presented to the committee at the last committee meeting before the AGM
6. Nominations for Official posts require a proposer and seconder from the standing Committee and are required to have been a Committee member for not less than one year prior to their nomination
7. Committee members and Officials who are standing for re-election for the post that they presently hold are deemed to be proposed and seconded automatically
8. Election will be by paper ballot on the forms provided when candidates are contesting election to committee or senior posts. Uncontested elections will be voted for or against by show of hands by fully paid up members of the Society present at the AGM
9. Committee members will be elected as follows (contested elections). All voters will have 15 votes to indicate which of the candidates should make up the committee, place an X in 15 of the boxes ONLY on the ballot form provided
10. Any ballot paper with more than 15 votes or any other marks or comments on will be null and void
11. The Committee will consist of the 15 candidates with the highest number of votes
12. Official positions will be decided by paper ballot on the forms provided (contested elections). All voters are to indicate their decision by voting for the candidate they favour by placing an X in the appropriate box. Any ballot paper with any other marks or comments on will be null and void.