

Hampshire Woodturners Association

Rules and Constitution

Purpose of the Association.

- A) To foster a greater awareness of the turners' art and craft, amongst both Woodturners and the general public.
- B) To provide a forum to encourage communication, exchange of views, information and social intercourse amongst Woodturners.
- C) To arrange meetings and exhibitions and promote the interests of Woodturners.

Membership.

- A) Membership of the HWA shall be open to all, following payment of any stipulated joining fee and the annual fees.
- B) Members shall not use the name of the association for trade promotion purposes, except at the discretion of the committee.
- C) All paid-up members and their guests shall have the opportunity of entering the activities of the HWA. Only paid up members may take part in Annual or Extraordinary General Meetings, vote at such meetings and serve on the committee of the HWA.
- D) Visitors and guests may attend meetings provided they fill in the visitor's book and pay the stipulated fee. Visitors attending more than twice may be asked to desist, invited to join or pay a different fee at the discretion of the committee.

Management Committee.

- A) The affairs of the Association shall be managed by a committee, elected annually at the AGM. The committee shall consist of a minimum of three officers: Chairman, Hon. Secretary, Hon. Treasurer and two members. The committee shall have the power to co-opt further members for temporary purposes or to fill vacancies and to form sub-committees as is deemed necessary.
- B) The Chairman shall serve for one year and be eligible for a maximum of three consecutive terms of office.
- C) The officers and committee members will be elected annually at the AGM.
- D) The committee shall meet at intervals determined by the business of the Association. Meetings shall normally be convened by the Hon. Secretary acting in consultation with the Chairman, though a meeting shall be convened on the demand of three or more committee members.
- E) A quorum for a committee meeting shall be three members to include two officers.
- F) If the elected Chairman is not present, then a committee meeting shall elect its own chairman from those present.
- G) The chairman of the committee shall exercise a second casting vote if any voting at a meeting shall be otherwise equal.
- H) The signatories for the signing of cheques for the Association will be two of the officers, namely, The Chairman, Secretary or Treasurer.

Continued...

Annual General Meetings.

- A) The AGM shall be called as soon as possible after the end of the Association's financial year. To be nominally held during the April meeting.
- B) The business of the AGM shall be:
 - 1. To receive and adopt the Chairman's report on the previous year.
 - 2. To receive and adopt the Hon. Treasurer's report and statement of accounts for the previous year.
 - 3. To determine the subscriptions fees for the next year.
 - 4. To elect the officers and committee for the next year.
 - 5. To consider any motions for rule change.
 - 6. To consider any other business put to the meeting.
- C) Written notice of the time, date and place of the meeting shall be circulated to paid-up members not less than thirty days before the meeting.
- D) Nominations for committee positions and motions for the consideration of the AGM must be delivered in writing to the Hon. Secretary fourteen days before the date of the meeting and must be signed by a Proposer and Seconder.
- E) Voting at the AGM shall succeed by a simple majority of those present.

Extraordinary General Meeting.

- A) An Extraordinary General Meeting may be called by a resolution of the committee, or on the demand in writing of fifteen members. A minimum of four and a maximum of six weeks notice shall be given to members of such a meeting.
- B) Voting at the EGM shall succeed by a simple majority of those present.

Dissolution of the Association.

- A) Dissolution shall only take place at the instruction of an AGM or EGM.
- B) In the event, the funds of the association shall first be used to repay all valid claims on the association. Any residual funds or assets shall be distributed equally amongst the paid-up members.

Health and Safety.

- A) The Association will endeavour to ensure that the highest standards of Health and Safety are maintained and promoted by the Association at all events held by the Association. The Association will also promote the use of safe practices by members in their own workshops. Health and Safety matters will be considered when advice or training is given to members to encourage a culture of compliance to good practice.

Amended at AGM 2019.