Lowestoft and Yarmouth Regional Astronomers

Mission & Constitution

1. TITLE

**L**owestoft & **Y**armouth **R**egional **A**stronomers - abbreviated LYRA.

1. MISSION

*The mission of the Society is to provide opportunities for likeminded people to meet together to share and increase their understanding and enjoyment of astronomy and its associated pursuits.*

3 AIMS

The Society aims to achieve its mission by:

1. Holding regular meetings, presentations, discussions and workshops that are open to its members and members of the wider public;
2. Running introductory workshops and offering advice to those at the beginning of their exploration of astronomy;
3. Networking with other groups and societies of astronomers;
4. Drawing member’s attention to the wider opportunities available at special events, regional and national meetings.

~~4~~ MEMBERSHIP

Membership of the Society is open to all individuals over the age of 18 upon payment of the Society’s annual membership subscription subject to the approval of the committee.

Non-approval of membership; in this case the individual concerned has the right to appeal directly to the committee, supported by a friend.

Persons under the age of 18 may join as part of a Family group and must be accompanied by a responsible adult at all times.

The period of membership runs from January to December and those joining between these dates shall pay according to an agreed sliding scale.

Changes to the amount of the annual subscription must be agreed at the AGM.

The privilege of honorary membership may be awarded for services to the Society or the science of Astronomy. Nominations can only be made by the committee and must be approved by the membership at their Annual General Meeting. Those honored in this way need not be members of the Society. This may include the election of President(s) of the Society.

Terminat~~i~~on of membershipcan beimposedby the committee, given good reason, of any individual. The individual concerned has the right to appeal directly to the committee, supported by a friend.

5 THE COMMITTEE

Responsibility for the general management of the Society and the delivery of its mission and aims is vested collectively in all members of its elected committee.

Members of the committee are elected at the AGM to serve for the next calendar year. They must stand down before the following AGM, and be eligible to stand again for re-election.

Members standing for election must be fully paid up members of the Society.

Nominations for election must be received by the Honorary Secretary at least twenty one days before the Annual General Meeting.

The committee must have a minimum of four elected members, three of which may be the Chairperson, Honorary Secretary and Honorary Treasurer. The committee is empowered to co-opt two additional numbers to support them in their work.

The committee shall maintain Risk Assessments for all of the Society’s activities.

6 MEETINGS

The meetings of the Society include:

**The Annual General Meeting** (AGM) will normally be held in January or as soon after as is practicable.

All paid up members of the Society must receive a written notification of the time and place of the AGM, and a formal agenda at least thirty days before its due date.

Each paid up member of the Society is entitled to one vote per agenda item.

The agenda for the AGM must include:

* + 1. The minutes of the previous AGM and any Matters Arising.
		2. The Chairperson’s Annual Report on the Society’s activity’s for the past year.
		3. The Honorary Treasurer’s Financial Report and Statements of Account and any proposed changes to the amount of the annual membership subscription.
		4. A statement on the Society’s finances by the independent Financial Examiner.
		5. The election of members of the Committee:

Chairperson,

Honorary Treasurer,

Honorary Secretary,

Web officer and other members of the committee.

The election of the member’s Financial Examiner.

* + 1. Proposals for the following year’s programme.
		2. AOB

Members unable to attend an AGM may appoint a proxy to vote on their behalf. The name of the proxy must be received by the Honorary Secretary before the meeting is held.

**An Extraordinary General Meeting** (EGM) may be called by the committee at any time. The committee is also under an obligation to call an EGM upon written request from six paid up members of the Society. The agenda will be the issue or item for which the EGM is called.

The EGM will be conducted under the same rules as shown above for an AGM.

**The Elected Committee**: In order to ensure the smooth running of the Society the committee is expected to meet on at least three occasions during the calendar year.

The quorum for committee meetings is a minimum of three, at least one of whom must be the Chairperson or Honorary Secretary who will chair the meeting.

7 FINANCE

The Society will operate as a non-profit making organisation.

Members of the committee carry ‘collective responsibility’ for the expenditure of the Society and the proper keeping of books of account.

The Society’s accounting year shall run between 1st January and 31st December.

The income and property howsoever derived can only be used to promote the mission and aims of the Society.

The Society may receive donations, grants-in-aid or financial guarantees.

The Society shall open an account at a Bank, Building Society or other Financial Institution as approved by the committee.

All Bank transactions (cheques, withdrawals or electronic) must be signed for or witnessed by two out of three persons approved by the committee.

No member of the Society shall enter into any contract on behalf of the Society without the prior consent of the committee.

The Honorary Treasurer will present a statement of the Society’s financial position at every committee meeting.

The End-of-year accounts, Financial Summary and Examiner’s Statement shall be submitted to the members of the Society at the Annual General Meeting.

A Financial Examiner shall be appointed from among the members of the Society other than those who constitute the Committee for the time being.

8 WINDING UP OF THE SOCIETY

Should the Society find itself in the position of being unable to deliver its Mission and Objects as set out in sections 2 & 3 of this document, the committee shall:-

1. Call a special EGM at which members discuss the current state of the Society and whether:
2. It is possible to devise and implement a recovery plan to revitalise the work of the Society;

or,

1. To formally wind up the Society and its activities.
2. Should the members choose option (b) they should also decide how its assets should be distributed to other like-minded organisations by a simple majority of members in attendance.

9 AMENDING THE CONSTITUTION

Changes to the wording in the Constitution must be agreed by the Annual or Extraordinary General Meeting and two-thirds of votes cast must be in favour of any such change.

Written notice of proposed changes shall be sent to all members at least thirty days before the date of the meeting giving details and the reasons for the proposed changes.

10. RECORDS OF AMENDMENTS & REVISIONS

This revised Constitution was adopted by the Society’s membership on **Tuesday 9th January 2018**.

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