

CONSTITUTION OF THE JERSEY ASTRONOMY CLUB

1. NAME

The name of the club shall be “Jersey Astronomy Club”.

2. PATRON

The Club acknowledges Sir Patrick Moore CBE FRS as its founding Patron.

3. DEFINITIONS

- 3.1 “Club” shall mean Jersey Astronomy Club
- 3.2 “Full Member” shall mean any member who has paid the full annual membership subscription who shall be entitled to one voting right in the Club.
- 3.3 “C” shall mean the Chairman.
- 3.4 “TR” shall mean the Treasurer.
- 3.5 “S” shall mean the Secretary.
- 3.6 “FM” shall mean Facilities & Equipment Manager.
- 3.7 “OM” shall mean the Oversight Members.
- 3.8 “AGM” shall mean the Annual General Meeting of the Club.
- 3.9 “EGM” shall mean an Extraordinary General Meeting of the Club.

4. MISSION STATEMENT AND GENERAL OBJECTIVES OF THE CLUB

- 4.1 To provide facilities and equipment to its members for the use of astronomical activities.
- 4.2 To increase public awareness of astronomy and encourage the enjoyment of astronomical activities.
- 4.3 To support the educational activities within the community of Jersey in relation to astronomy.

5. MEMBERSHIP

- 5.1 All adult members shall be deemed as full members upon payment of the annual membership fee.
- 5.2 The Club’s annual membership fee shall be proposed by the Executive Committee and ratified at the Club’s AGM.
- 5.3 The term of the annual membership shall run from January 1 to December 31.
- 5.4 Life membership shall be made available by the Club and shall be determined by payment of a life membership fee. The life membership fee shall be determined by the Executive Committee and ratified at the AGM.

6. EXECUTIVE COMMITTEE

- 6.1 The Executive Committee of the Club shall consist of the following members who shall be elected to the Committee at the Club’s AGM.

- (a) Chairman
 - (b) Secretary
 - (c) Treasurer
 - (d) Facilities and Equipment Manager
 - (e) Such Oversight Members as are appointed pursuant to 7.5 below
- 6.2 All members of the Executive Committee must be full members of the Club. All full members are eligible to be nominated for a position on the Executive Committee.
- 6.3 All nominations for Executive Committee positions must be presented at the Club's Annual General Meeting. In the event that more than one nomination is received by the Executive Committee for an individual position within the Executive Committee, then the Chairman will request all members present at the AGM to vote on their preferred nominee by secret ballot. In the event of a draw, the Chairman will use his/her casting vote. Nominations for uncontested positions will be approved by simple majority of votes.

7. POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE

- 7.1 To act in the name of the Club on a day-to-day basis subject to this constitution.
- 7.2 To collect and disburse the Club's monies.
- 7.3 To promote the Clubs objectives.
- 7.4 To hold the Club's AGM each year.
- 7.5** To appoint not more than four Oversight Members to assist the Executive Committee to perform its duties.
- 7.6 To approve all applications for membership and to suspend or terminate any current membership as deemed appropriate.
- 7.7 To organise the publication and distribution of the Club's newsletter.
- 7.8 To organise and maintain the Club's website.
- 7.9 To nominate a club member to fill any vacancy on the Executive Committee, to undertake that role until the next AGM

8. DUTIES OF THE CHAIRMAN

- 8.1 To be the principal spokesperson of the Club.
- 8.2 To liaise and negotiate with relevant bodies on behalf of the Club's activities.
- 8.3 To respond to any enquiries from Club members concerning the Club's activities.
- 8.4 To chair all General Meetings of the Club and any other events held.
- 8.5 To hold the casting vote at the Club's General Meetings, or wherever voting is deemed necessary for the Club's activities.

9. ABSENCE OF THE CHAIRMAN

- 9.1 Where the Chairman has informed the Executive Committee of his/her intended absence from any of the club general meetings or other chaired

meetings or where the Chairman is prevented from performing his/her duties, the Executive Committee will appoint one of its number to perform the Chairman's duties.

10. DUTIES OF THE TREASURER

- 10.1 To collect and disburse all monies associated with Club activities.
- 10.2 To maintain the Club's accounts.
- 10.3 To render a full set of accounts for inspection at the Club's Annual General Meeting.
- 10.4 To respond to enquiries from Club members pertaining to the Club's accounts and financial activities.

11. DUTIES OF THE SECRETARY

- 11.1 To maintain the club's correspondence records.
- 11.2 To send out notices of General meetings and Committee meetings.
- 11.3 To prepare and keep minutes of all meetings.

12. PROVISIONS APPLICABLE TO EXECUTIVE COMMITTEE MEMBERS

- 12.1 The term of office shall expire at the AGM, subject to reappointment.
- 12.2 Current Executive Committee members may offer themselves for re-election. There is to be no maximum for the number of terms a member may hold an Executive Committee position.
- 12.3 Any conflict of interest which may materially affect a member performing their role as an impartial Executive Committee member must be notified to the Executive Committee immediately.
- 12.4 In the event that the Chairman has any material conflict of interest, his responsibilities will be passed to another Executive Committee member selected by the Executive Committee.

13. GENERAL MEETINGS

- 13.1 The Club shall hold an Annual General Meeting to:
 - (i) Receive from the Chairman a report on the previous year's activities.
 - (ii) Receive and approve the accounts of the Club.
 - (iii) Elect Executive Committee members for the next year.
 - (iv) Receive and consider any other proposals put forward.
 - (v) Consider and approve any proposed changes to the Constitution. Such proposed changes must be submitted to the Executive Committee, for inclusion in the Notice convening the meeting, not later than 28 days before the date a meeting is scheduled. Any changes to the Constitution shall require a majority of two thirds of votes cast at the meeting
- 13.2 The Annual General Meeting should be held every calendar year. The date will be set by the Executive Committee and notified to the members in the preceding newsletter giving not less than 28 days notice.
- 13.3 The Executive Committee may call an Extraordinary General Meeting at any time. Such meetings shall also be called at the written request of not less than

six members specifying the proposition(s) to be submitted and upon receipt of such request an EGM shall be called by the Executive Committee. Such meetings must be held within forty two days. No proposition(s) shall be discussed at an EGM other than that mentioned in the notice convening the meeting.

- 13.4 Voting of all members shall be on the basis of one member one vote. All resolutions shall be approved by a simple majority of votes cast except where otherwise provided by this Constitution.
- 13.5 All General Meetings must have a quorum of members to be valid. A quorum shall be a minimum of one third of the full membership of the Club of which at least three must be Executive Committee members.

14. DISSOLUTION

- 14.1 Any resolution to dissolve the Club shall be proposed at an Extraordinary General Meeting and shall be carried if approved by a two thirds majority of all the Club members.
- 14.2 Dissolution will be effective on a date determined in the resolution to wind up the Club and the Executive Committee shall be responsible for the winding up of the Clubs assets and liabilities.
- 14.3 Any property remaining after the discharge of debts shall be transferred to a beneficiary identified in the dissolution resolution or sold and the proceeds disbursed evenly between two Charities named in the dissolution resolution.

15. ENACTMENT

- 15.1 The provisions of this Constitution shall take effect immediately upon adoption by the members at the Club's Annual General Meeting. Any subsequent amendments to this Constitution shall be effective when the members have formally approved them in accordance with the procedures set out above.