

The Constitution of the British Amateur Television Club

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1. General,

- (a) The Club shall be known as the **British Amateur Television Club** or by the initials **BATC**.
- (b) The administrative address shall be that of the Secretary or as assigned by the Committee.
- (c) The BATC shall affiliate to the Radio Society of Great Britain.
- (d) The name of the BATC, its logos, badges and CQ-TV are copyright and may only be used with the written permission of the Committee, excepting that members may use the logos and badges for their personal, non commercial use without seeking permission.
- (e) In this Constitution, the word "term" means the period between two consecutive General Meetings.

2. Aims and Objectives

- (a) To further the interest of its members in all aspects of television and to inform, instruct, co-ordinate and represent the activities of television enthusiasts.
- (b) To promote the advancement and practice of television in all its forms, together with sound, control and data systems, and any other systems for the transmission or processing of images in any form.
- (c) To publish, in any form, the BATC's journal "CQ-TV" and to provide books, pamphlets, or any other medium associated with the objectives.
- (d) To supply components or assemblies, or any other items, for use associated with the objectives.
- (e) To organise meetings and events, competitions and awards of any kind for the mutual benefit of members and promotion of the objectives.

3. Membership

- (a) Membership of the BATC is open, subject to the discretion of the Committee, to all individuals or groups interested in the aims and objectives of the BATC.
- (b) Each ordinary member shall pay a membership subscription fee. The fee for membership of the BATC and the duration of the period of membership shall be as set by the Committee. The Committee shall have the power to waive or reduce individual subscriptions in special circumstances.
- (c) Honorary membership may be granted to any person, who, in the opinion of the Committee has rendered outstanding service to the BATC. Such membership shall carry the rights and obligations of ordinary membership but shall be free from subscription dues and of a duration set by the Committee. A list of honorary members is to be kept by the Secretary and may be published at the discretion of the Committee.
- (d) The Committee may also grant life membership and student membership on payment of the appropriate subscription. Student members must be under 25 years of age and in full-time formal education.
- (e) The Committee of the BATC shall have the authority to grant complimentary membership, associate membership, patron status and other categories as required, these categories having no voting rights.
- (f) A group may affiliate to the BATC by paying a subscription as one member. The affiliated group shall have one vote and be entitled to all benefits and obligations as if it were one member. The aims and objectives of any member group should support the BATC and be compatible with the aims and objectives of the BATC.

(g) Members with subscriptions in arrears have no voting rights or any privileges of membership. They shall be deemed to have resigned from the BATC after a period of grace, as set by the Committee, has elapsed.

(h) On ceasing to be a member of the BATC the individual must return, without delay, all BATC property to the Secretary

(i) The Committee shall have the authority to expel any member whose conduct, in the opinion of a majority of the Committee, renders that person unfit to be a member of the BATC. No member shall be expelled without first having been given an opportunity to put their case before the Committee.

4. Committee

(a) The affairs of the BATC shall be administered by a Committee of up to 8 members elected at a General Meeting and, additionally, a President appointed by the Committee.

(b) The Committee, in whom the BATC's property shall be vested, shall consist of :-

(i) A Chairman who shall preside at all meetings at which he/she is present. No member may hold this position for more than 3 consecutive terms. He/she may serve in a different Committee position but a period of at least one term must elapse before being eligible again for the post of Chairman. The Chairman has a single ordinary vote at all meetings. In the absence of the Chairman meetings shall be chaired by the Secretary or the Treasurer.

(ii) A Secretary and a Treasurer. The Chairman, Secretary and the Treasurer shall be the Officers of the BATC.

(iii) Up to 5 further Committee members. These may hold specific posts, as decided by the Committee, which may include:- membership secretary, editor, IT manager, BATC shop manager, contest organiser, RSGB liaison, and such other posts as required.

(iv) The duties of the Officers and Committee members of the BATC shall be those conventionally and normally performed by those Officers and Committee members.

(c) A President shall be appointed by the Committee to hold office for two terms, but may be re-appointed by the Committee to serve again up to a total of six terms. The President has an ordinary vote if taking part in a G.M., E.G.M. or Committee meeting. Retiring Presidents are to be listed as past Presidents of the BATC. This list is to be kept by the Secretary and may be published by the BATC.

(d) The Committee shall have the power to co-opt additional members of the BATC to serve as Committee members or Officers, but the total number of Committee members and the President shall not exceed 11. All such co-opted Committee members or officers shall retire at the next G.M., but shall be eligible for election at that G.M. Co-opted Committee members have full voting rights.

(e) All Committee members are elected for two terms and then should retire, but are eligible for re-election. Approximately half of the Committee members and half of the officers should retire at each G.M. In order to meet this requirement Committee members and Officers may retire one session early or late to restore the balance.

(f) The Committee should physically meet at least once a year at a date and venue to be selected by the Chairman in consultation with the other Committee members, notice of this Committee meeting and its agenda should be sent so as to reach each Committee members not less than 14 days before the date of the physical meeting. At other times Committee meetings can be conducted, by any other means of communication, and provided that all are informed of the meeting and the agenda the 14 day stipulation need not apply.

(g) A quorum for the Committee shall be 66% of the total Committee membership rounded to the lower whole number, two of the quorum shall be officers of the BATC. A simple majority of the Committee members voting shall be required for a proposal to succeed. An absent Committee member may cast a proxy vote by instructing the Chairman of the meeting to cast his/her vote(s) for the proposals as described on the agenda. The Chairman shall inform the meeting of who has cast proxy vote(s) and if they are for or against the proposal. That proxy vote counting towards the number required to be quorate. In the absence of a quorum, business may be discussed but no decisions can be taken. The minutes of the meeting may published, in full or in part at the discretion of the Committee.

(h) All Committee members shall be unpaid, but receipted travel expenses incurred by the Committee in meeting can be reimbursed at a rate up to the equivalent of the standard second class rail fare. Other expenses must be authorised in advance as described in the finance section.

(i) In the special case of a proposal for a vote of no confidence in a Committee member or Officer that may be proposed on the agenda for a Committee meeting. Notice of that meeting and the agenda for business to be considered at such a meeting, shall be sent so as to reach each member of the Committee not less than 14 days before the date of such meeting. No Officer or Committee member shall be removed without first having been given an opportunity to put their case before the Committee. The effect of a resolution of no confidence being passed is to remove from office and/or, the Committee, the person concerned.

(j) Upon resigning from the Committee or otherwise ceasing to be a Committee member, the individual must return, without delay, all BATC property to the Secretary.

(k) The Committee has the power to make grants of money, awards, books, medals, apparatus, or otherwise for the purpose of promoting activity, invention and research into television or its applications or in subjects connected with the objectives of the BATC.

5. Finance

(a) All money received by the BATC shall be promptly deposited in the BATC's bank account(s) held in the name of the BATC. The principal bank and building societies accounts shall be based in the UK. The BATC may make use of payment services (PayPal or similar payment systems) based in the UK or elsewhere. Withdrawals from any account shall be on the authorisation of the Treasurer. The Chairman or Secretary shall have reserve access to the principal bank and building society account(s) and the BATC's IT manager may have administrator and reserve access to the PayPal account or similar payment system(s).

(b) The financial year for the BATC is the calendar year January to December. The BATC's accounts shall be examined and approved by an independent non-committee member of the BATC or some other qualified person. The approved balance sheet together with income and expenditure summaries shall be presented to the Committee annually and published in CQ-TV at intervals not exceeding 3 years and prior to a General Meeting.

(c) In principle all expenditure should be approved by the Committee in advance. In practice, small amounts for day to day Committee members administrative expenses do not need prior approval up to a total value of £100 per year. Normal regular payments, CQ-TV printing, web fees, renewal notices, shop re stocking, etc., do not need individual prior approval, but any significant changes to the expenditure must be approved in advance by the Committee. If speed is of the essence the Treasurer and either the Chairman or Secretary may approve expenditure.

(d) No member of the Committee may obtain credit or, loans or, cash advances of any form, in the name of the BATC.

6. General Meetings

(a) The BATC shall hold a General Meeting normally at intervals of 2 years, but not exceeding 3 years at a time and place to be decided by the Committee.

(b) The proposed date of a G.M. shall be published at least 90 days in advance together with invitations for nominations to stand for election to the Committee. The date, time, location and agenda of the G.M. shall be confirmed and published at least 28 days in advance in CQ-TV, e-mail and other forms of communication can also be used for distribution of the G.M. details. Only business on the published agenda may be transacted. For clarity the Chairman at the start of the meeting shall chair the meeting until the end of the meeting.

(c) The quorum for a General Meeting shall be the lesser of 30 members or 5% of the current membership, such a quorum to include at least 4 Committee members.

(d) Any member wishing to include an item on the G.M. agenda must forward the item to the Secretary, so as to be received not less than 60 days prior to the meeting in good time to be circulated to the membership on the agenda. This item must be supported by the signatures of not less than 20 members or 5% of the membership whichever is the lesser.

(e) Any BATC member may stand for election to the Committee at a GM. Nominations for election to the

Committee shall be proposed and seconded by two paid-up members of the BATC with the consent of the nominee. Nominations should be submitted to the Secretary at least 60 days prior to the meeting to be added to the agenda of the G.M. If insufficient nominations have previously been received by the Secretary, nominations shall also be accepted from the floor of the G.M. The meeting shall then select the successful candidates. The Chairman of the meeting shall supervise the voting.

(f) The Committee may institute a system of postal voting at a G.M. or E.G.M. Such paper votes are to be sent by post to the secretary on the form provided and signed by the member. They will be properly recorded and presented to the meeting and count as if the member was present at that meeting. For clarity other forms of proxy votes are not valid at a G.M. or E.G.M.

(g) No entrance fees shall be charged to members for admission to a G.M. or E.G.M.

(h) A typical agenda for the G.M of the BATC shall be:

Apologies for absence

Minutes of the previous G.M.

Reports by:- the Chairman, the Secretary, the Treasurer and the presentation of the accounts.

Other Committee reports, contests, editor, shop, etc.

Other business as itemised on the agenda.

Presentation of awards.

Election of Committee members.

Close of meeting.

After the G.M. is over, the new Committee shall select from its number a Chairman, Secretary and Treasurer, together with additional Committee posts as required.

7. Amendment to Constitution

Any proposed amendment(s) to the Constitution shall be listed as an agenda item for the G.M. or E.G.M. The full text of the proposed new Constitution shall be made available at the meeting and published in CQ-TV at least 28 days prior to that meeting. Any proposal to change the Constitution requires that two thirds of the paid up members present to vote, including any valid postal votes, in favour to succeed.

8. Extraordinary General Meeting

At the request of the Committee, or at the written request of not less than 30 members or 5% of the membership whichever is the lessor, the Secretary shall call an Extraordinary General Meeting (E.G.M.). The date, venue and agenda of the E.G.M. shall be published at least 28 days in advance and sent to all members by the most suitable means of communication available. The date and venue of the meeting should be the earliest convenient as decided by the Committee, taking into account the requirement to inform all members of the E.G.M. The only business which may be transacted is that on the agenda and no other business may be discussed. A proposal at an E.G.M. requires that two thirds of the paid up members present to vote, including any valid postal votes, in favour to succeed. Where an E.G.M. is called for by a group of members and is not supported by the Committee the cost of that E.G.M shall be borne by those members and paid in advance. The quorum for an E.G.M. shall be the lessor of 30 members or 5% of the current membership, of which 4 shall be Committee members.

9. Dissolution of the BATC

(a) A proposal for the dissolution of the BATC can only be heard at an E.G.M. called for that purpose.

(b) Upon the dissolution of the BATC the properties of the BATC shall be sold by private treaty, or by public auction. The assets of the BATC shall be used firstly to pay the creditors of the BATC, secondly to refund to paid up members that portion of their subscription remaining, provided that the amount due for refund is more than £9.99 and that they can be contacted in a reasonable time (28 days). Any remaining funds shall be used to further the hobby of Amateur Television by distributing funds to other groups with closely similar aims and objectives, or by donation to the RSGB, or a Registered Charity, all as decided at the dissolution meeting.

(c) If a proposal for dissolution of the BATC includes a resolution to transfer the assets and operation of the BATC into a Limited Company or, a Company Limited by Guarantee which has the same or similar aims and objectives, then clause 9b shall not apply.

This Constitution of the BATC was adopted at the E.G.M. On 7th September 2014