

Bute Kidney Patients Support Group

CONSTITUTION

Established 2003

Charity Number: SC 034769

Bute Kidney Patients Support Group

CONSTITUTION

NAME:

The name of the Association shall be **Bute Kidney Patients Support Group** (hereinafter referred to as "The Association")

OBJECTIVES:

The objects of the association shall be to promote the welfare throughout Bute and the United Kingdom of individuals suffering from kidney disease or renal failure and those relatives and friends who care for them.

Powers:

To further the above objectives, the Association may:

Provide whatever relevant support and assistance is possible to sufferers, relatives and helpers;

Collect and disseminate information on all matters affecting the objectives and exchange such information with other bodies having similar objectives whether in this country or overseas;

Act as a voice for sufferers, their relatives and helpers;

Do all such lawful things as are incidental or conducive to the attainments of the objectives.

The Association shall adopt policies of equal opportunities and non-discrimination

MEMBERSHIP:

Membership is open to anyone supporting the objectives of the Association;.

A membership fee is payable by the members.

Members may participate in activities in the following ways:

- a) Attending and participating in General Meetings.
- b) Taking part in the election of a Committee.

- c) Joining any sub groups, working parties, joint activities and other initiatives.
- d) As consumers of the services provided.

COMMITTEE: *(the Committee)*

The day to day affairs of the Association shall be the responsibility of a Committee acting on behalf of and with the permission of the members

The committee shall consist of:

The Officers of the Association consisting of: Chairperson; Secretary; Treasurer; and of ordinary members totaling not less than 2 and not more than 6 as agreed by the members from time to time at the Annual General Meeting

The committee shall be elected at the Annual General Meeting by the Members

The committee shall meet at least quarterly

A quorum shall be four, at least two of whom must be officers

Members of the committee shall not benefit financially from being members of the committee, but they may be reimbursed for reasonable expenses incurred on association business and agreed by the committee.

Election to the committee shall be annually. Such persons retiring shall be eligible for re-election

FINANCE

The group may apply for, obtain, collect and receive monies, funds, securities, donations, grants and legacies by lawful methods. Receive gifts by wills and agreement from living people, of property, of any description whether or not subject to express trust.

All monies received shall be devoted to the objectives of the group and shall be paid into a bank account in the name of **Kidney Support Group**, at a bank approved by the committee.

The Treasurer shall be responsible for the maintenance of proper accounts for all monies received or payable by the association.

The Treasurer shall pay into an account or accounts as detailed in b) above all monies collected on behalf of the Association.

All cheques drawn against the group's account shall be signed by any two of three nominated signatories. The signatories to be agreed by the committee.

Members shall not be allowed to borrow money from the association funds or other funds held or controlled by the association.

ANNUAL GENERAL MEETING

- a) There shall be an Annual General Meeting (AGM) of the group each year, the date to be determined by the Committee after consultation with the membership and within fifteen months of the previous AGM.

The Committee may, when necessary, call an Emergency General Meeting (EGM). The committee shall also call an EGM on the written demand of at least six Members of the association. The purpose of the meeting must be stated and made known to the members in writing at least twenty one days prior to the date of the meeting.

- c) The following business shall be transacted at the Annual General Meeting:
1. Consideration of the annual report and independently examined accounts.
 2. Election of the officers and members of the Committee.
 3. Appointment of an independent examiner of accounts.
- d) At the Annual General Meeting (and all other general meetings) each member shall have one vote.
- e) The quorum at an AGM and EGM shall be six or one third of the membership, whichever is the lesser.
- f) The AGM shall be held in a venue to be determined by the Committee. At least twenty one days notice shall be given, in writing, by the Secretary of the Committee.

ALTERATIONS TO THE CONSTITUTION

Alterations to the constitution shall receive the assent of not less than two thirds of the members of the association present and voting at an AGM or EGM. The Secretary of the Committee shall receive a resolution for the alteration of the constitution in writing, at least 28 days before the meeting at which the resolution is to be brought forward. The Secretary shall give members at least twenty one clear days notice, in writing, of such a meeting and shall include notice of the alterations proposed.

DISSOLUTION

The association may at any time be dissolved by a resolution signed by a two-thirds majority of those present and voting at a meeting of the membership, for which twenty one clear days notice shall have been sent to all members. Such resolution may give instructions for the disposal of assets held by or in the name

of the group, provided that, if any property remains after satisfaction of all debts and liabilities, such property shall be distributed among such charitable organisations, as the members shall decide. No member shall receive property on dissolution.

Kidney Support group MANAGEMENT COMMITTEE
April 2003

<u>Position</u>	<u>Name</u>	<u>Home Address</u>	<u>Signature</u>
Chairperson	John Polea	2 Clarendon Court, High Road, Port Bannatyne PA20 OPB	
Treasurer	Maureen MacDonald	4a Argyle Place, Rothesay PA20 OAZ	
Secretary	Ann Polea	2 Clarendon Court, High Road Port Bannatyne PA20 OPB	