

# Model Hovercraft Association

(Founded 2004)

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## CONSTITUTION OF THE MODEL HOVERCRAFT ASSOCIATION

1. The name of the organisation is: **The Model Hovercraft Association**”, hereafter called the Association.
2. The objective of the Association is to encourage and further all aspects of model hovercraft in the British Isles and elsewhere by whatever means are considered appropriate by the Management Committee, hereafter called the Committee.

The principal aims and objectives of the Association shall include:

- (1) The encouragement of interest in and the building and operation of model hovercraft.
  - (2) Research, education and discussion on the design, operating and trading aspects of model hovercraft and the understanding of the technical principles involved.
  - (3) To hold meetings to further the objectives in (1) and (2) and for the presentation of papers, films, videos, DVDs and slides, and the exchange of information.
  - (4) To offer help to other groups, clubs and organisations in running events where model hovercraft will be involved in operation or display.
  - (5) The regular distribution of a Newsletter.
  - (6) The establishment of a database and library for books, photographic materials and papers on the history and development of model hovercraft.
  - (7) The publication of proceedings.
  - (8) The provision of information to members, including a copy of this Constitution and Members list and to meet reasonable requests for these documents.
3. Membership shall be open to all, at the discretion of the Committee. There shall be two classes of membership:
    - (1) **Members.** Who shall be persons being 18 years of age or over, having a bona fide interest in model hovercraft.
    - (2) **Junior Members.** Who shall be persons being under 18 years of age, having a bona fide interest in model hovercraft.

The Membership Secretary shall maintain an up to date register of members.

#### 4. **Honorary Members**

The Association may from time to time invite persons who have rendered exceptional service to the development of model hovercraft, or to the Association, to be Honorary Members.

The Committee shall have the power to recommend to the members nominations for life membership of the Association at no cost to the nominee. Any recommendations must be agreed by a simple majority decision of those members present at a General Meeting of the Association.

5. The financial year of the Association shall run from each 1<sup>st</sup> April to the end of the following March, unless altered by a resolution of the Committee.

The rates of subscriptions per annum shall be as recommended by the Committee and approved by a General Meeting of the Association.

Annual subscriptions shall be due and payable on election and thereafter as determined by the Committee.

New members may join at any time throughout the year, those joining as new members after 5 months of the current year will pay a standard subscription but this will cover their membership of the Association for both the remainder of the current year and the whole of the following year.

Any member whose subscription is in arrears shall lose the privileges of membership, but may be re-instated at the discretion of the Committee on payment of the arrears.

6. Any member may resign by giving notice in writing to the Membership Secretary of the Association.

7. **Management Committee.** The Committee will be elected by the members of the Association and will consist of a Chairman, a Secretary, a Treasurer, an Events & Competition Secretary, a Technical Officer, a Safety Officer. Four members of the Committee will constitute a quorum one of whom must be the Chairman or his appointed nominee. The Committee will be responsible for the organisation and administration of the Association.

The Committee may invite individuals to fulfill a particular role identified, as appropriate, to further the aims of the Association. Such individuals may attend committee meetings by invitation but are not entitled to vote. These appointments are minuted and stand or are dissolved entirely at the discretion of the Committee.

All members of the Committee will normally hold office for a period of two years, and be eligible to hold further terms of office after re-election. Committee members may hold more than one post. Junior members will not be eligible to serve on the Committee.

Members of the Committee who fail to attend three consecutive committee meetings without reasonable explanation should thereafter be excluded from the Committee.

The Secretary will maintain a record of all proceedings of the Association, which should be available to all members, after a written request and subsequent invitation.

The Treasurer will be responsible for administering the finances of the Association and will present accounts of the funds to each Committee Meeting.

The membership will be notified of the Committee Meeting at least three (3) weeks prior to the meeting via a notification being posted on the membership section of the MHA website. The Secretary will notify those members who are not on the Internet by mail.

Ordinary members may submit items of business for consideration by the Committee by submitting such items in writing to the Secretary. Members making such submissions may be invited to the Committee meeting at which they are discussed.

- 8. Election of the Committee.** The Officers of the committee will be elected at the Annual General Meeting (AGM) of the Association. Persons nominated for election must be proposed and seconded by paid up members.

Nominations must be received by the Secretary at least thirty (30) days before the date of the AGM. In the event of insufficient nominations being received to fill all positions on the Committee, nominations may be taken at the AGM for unfilled vacancies. If there are still unfilled positions, the Committee shall have the power to co-opt any eligible member who is prepared to serve or combine positions with the agreement of the current position holder.

**9. AGM.**

The AGM of the Association shall be held any time after the end of the financial year no later than six (6) months following the end of each financial year.

All paid up members will be notified of the date, proposed agenda and venue of the AGM six (6) weeks before the event.

Motions and proposals to be included on the agenda of the AGM must have a proposer and a seconder, who will be current members of the Association, and will be received in writing by the Secretary twenty one (21) days prior to the AGM

All MC reports, including the Annual Financial Statement, and any additional reports the MC may request, shall be received by the Secretary, in writing, fourteen(14) days prior to the AGM.

The final AGM agenda and reports will be posted in the member section of the MHA website seven (7) days prior to the AGM. Paper copies may be obtained on request to the Secretary.

The quorum for General Meetings shall be six (6) members of the Association.

- 10. Extra-ordinary General Meeting.** By resolution of the Committee, or on request in writing, signed by no fewer than eight members of the Association, the Secretary will convene an Extra-ordinary General Meeting (EGM). Notice of the EGM will be sent to all current members not less than twenty-one days before the date fixed. The notice will state the purpose of the meeting and contain the motion(s) and proposal(s) to be debated. No other business may be discussed.
- 11. Postal & Proxy Voting.** Members who are unable to make General Meetings may vote by post or proxy. Appropriate forms must be requested in writing from the Secretary and returned no later than five days prior to the General Meeting. In the case of postal votes, votes may be cast for specific proposals and nominees. In the case of proxy votes, these will be vested in the chairman of the meeting, unless another person has been indicated on the proxy form.
- 12. Affiliation.** The Committee may propose that the Association subscribe to, and join with similar overseas national societies in such international federations as may exist at that time. The Committee may propose that representatives be appointed to the governing bodies of any such international federations.
- 13. Banking.** An account in the name of the Association will be established at a recognised bank or building society. All cheques to be signed by the Treasurer and one other executive member, selected from those nominated by the Committee.
- 14. Expenses.** By prior agreement by the Committee, all reasonable out of pocket expenses incurred by members on official Association business may be reimbursed. Documentary evidence of such expenditure will be required by the Treasurer. In the event of any dispute arising, this will be resolved by a simple majority vote of the Committee.
- 15. Assets.** Any properties, investments and other assets which may be acquired by the Association may be held in the name of nominees appointed by the Committee, which shall have the power to vary and revoke such appointments.
- 16. Expulsion.** The Committee shall have the power, by a vote of not less than two thirds of the current membership of the Association, to expel any member. Any member under consideration of expulsion shall have the right to appear, with a Friend – who will only listen, before the Committee to plead their case. No report of the proceedings of such an appeal shall be made in the minutes of the Committee, except a note of the final decision of the Committee. An expelled member shall have the subscription for the current year returned to them, if the Committee shall so decide. The Membership Secretary shall keep a written confidential record of proceedings.
- 17. Newsletter.** Every member of the Association will receive a copy of the Newsletter. The Newsletter will be published at intervals determined by the Committee.
- 18. Liquidation & Dissolution.** The liquidation and dissolution of the Association or the amendment of the Constitution may be decided upon at a General Meeting, by vote of two thirds of the current membership and voting in favour, provided that notice of the proposed dissolution or details of the proposed amendments shall have been circulated with the

notice of the meeting. In the event of dissolution any residual funds, assets or investments of the Association shall be applied by the Committee before vacating office, to any society with related aims and no member may claim on the Association in respect of subscriptions paid.

- 21. Rules.** It will be a condition of membership that all members agree to abide by any rules, which may, from time to time, be published by the Committee.
- 22. Amendment of Constitution.** Alteration or amendment of the Constitution can only take place at a General Meeting and requires that at least two thirds of the valid members attending agree to the change. The final count will include any postal votes correctly received, any proxy votes and the votes of those present at the General Meeting. Proxy and postal votes will be treated as if the person were present at the meeting.

Constitution as approved at the 2009 AGM held on 14<sup>th</sup> November 2009