APPLEDORE PIRATES CONSTITUTION

Name of organization is **Appledore Pirates**.

A.G.M. refers to the Annual General Meeting.

Our aim is to organise and run fund-raising events to give donations to the local community as agreed at the A.G.M. and to arrange local events to keep the Village of Appledore alive.

Amendments to the Appledore Pirates Constitution can only be proposed and approved at an A.G.M. Any member can propose an amendment followed by a show of hands.

Membership

Subscription will be £1 and payable yearly at the A.G.M.

Those who do not subscribe, but are happy to help out will not have any voting powers at meetings.

All members should attend at least 1 meeting, every 3 months.

Membership shall be open to anybody over the age of 18.

If a member fails to meet their responsibilities or adhere to a Code of Ethics, a vote during an annual general meeting must be taken with a 2/3 majority voting in favour of revocation of members.

We can accept any new members at any committee meeting so long as we are a quorum. Our quorum is a minimum of 4 persons this is to include the presence of 1 officer.

Officers

Officers can be nominated from the floor by the general member at an annual general meeting. Officer's term of office is 1 year but can be voted in again for the

following year at the A.G.M. the margins required for election range from a majority of members present is 2/3 of the votes cast during the A.G.M. If there ever was a split 50/50 then Chairperson decision is final.

In order to resign from office before the A.G.M. the officer needs to give the organization a months' notice in writing which will be read out at a purpose arranged meeting.

An officer will be removed from office if found to be discriminating on the bases of race, colour, age, religion, disability, sexual orientation or by not meeting their responsibilities.

Meetings

Meetings will be held no less than once every 2 months.

To have a meeting one of the officers has to be in attendance. The Secretary will assume responsibilities of the chair in the absence of Chairperson or Vice Chairperson.

The Secretary to take minutes of every meeting, they can nominate someone to do this in their absence.

Financials

All monies raised by the Appledore Pirates shall be deposited and disbursed through a bank account established for the Appledore Pirates by the Treasurer.

All monies to be counted and verified in the presence of either 2 Officers or 1 Officer and 1 Committee Member.

All requests for funding, whether through cheque or purchase order, must be approved by one of the 4 Authorized Officers and the Appledore Pirates Treasurer.

All requests for reimbursement must include a valid receipt or invoice.

Chairperson

To conduct a meeting in an orderly manner

To listen to every ones views

To monitor all Financial Reports evaluates annually the performance of the committee in achieving its mission

Plays a leading role in fundraising activities and ensures that members have the right information needed to perform their roles.

Vice Chairperson

Performs Chair responsibilities when the Chairperson is not available.

Reports to Chairperson.

Works closely with the Chairperson.

Secretary

To attend as many meetings as possible.

Ensure the safety and accuracy of all committee records.

To minute every meeting and provide a copy on to every Committee Member.

Assume responsibilities of the Chairperson in the absence of the Chairperson or Vice Chairperson.

To provide notice of meetings when such notice is required.

Treasurer

To write cheques, deposit monies, keep a true and accurate account of monies.

To present an up to date accounts report every quarter and a full report at the A.G.M.