

PROPOSED AMENDMENT TO THE 2019 CONSTITUTION OF THE BRAY HEADS U3A GROUP

For approval at the Fifth Annual General Meeting, 19th October 2023

Changes are in red

Note: the main change is to Section 7(a). In addition, there is a proposed increase in the number of members who can be co-opted onto the Co-ordinating Team from 3 to 4 in Section 7(d). The other changes are simply corrections of typographical errors.

7. CO-ORDINATING TEAM

- (a) A Co-ordinating Team, elected annually at the Annual General Meeting (AGM), shall manage the Group. The standard term of office for Co-ordinating Team members is two years and they may serve for two consecutive terms, except in exceptional circumstances and subject to the agreement of the members of the Group. **Insofar as it is possible, the composition of the Co-ordinating Team should ensure both continuity (retaining the expertise of existing members of the Team) and rotation (bringing in new members to the Team). Where these criteria cannot be met, departures from the two-term rule may be allowed.**
- (b) The Co-ordinating Team shall consist of 3 officers namely, the Chairperson, Secretary, and Treasurer, and up to 6 other voting members.
- (c) The Officers shall be selected by the Co-ordinating Team from amongst its own members.
- (d) The Co-ordinating Team may co-opt up to a further **4** voting members who shall resign at the next Annual General Meeting.
- (e) The Co-ordinating Team may invite non-members with special expertise to join the Team. However, they will not have voting rights and their terms of service will expire at the next Annual General Meeting.

- (f) A member of the Co-ordinating Team shall cease to hold office if he or she:
 - i) notifies the Co-ordinating Team in writing of the wish to resign;
 - ii) is subject to a vote of no confidence from the Co-ordinating Team as a result of actions which bring the Group into disrepute or conduct prejudicial to the Group or failure to abide by the terms of this constitutions of decision of the Co-ordinating Team;
 - iii) becomes incapable by reason of illness, injury, mental disorder, of managing his or her own affairs.
- (g) The Co-ordinating Team shall meet at least 4 times each year.
- (h) The Chairperson or his/her designated representative from the Co-ordinating Team shall chair meetings.
- (i) At least 3 Co-ordinating Team members must be present at a committee meeting to be able to make decisions.
- (j) No Co-ordinating Team member shall be chargeable or responsible for loss caused by any act done or omitted to be done by him/her or by any other Co-ordinating Team member or by reason of any other matter other than wilful and individual fraud or wrongdoing or actions knowingly beyond the scope of a specific authority or limit thereon on the part of the Co-ordinating Team member in question.
- (k) Members of the Co-ordinating Team will be elected each year at the Annual General Meeting of the Group. Nominations by a proposer and seconder from among the membership of the Group should be received by the Secretary 10 days before the AGM.
- (l) In the event that there are more than the number of vacancies for members of the Co-ordinating Team, a secret ballot will be held among the members attending the AGM. The ballot will be overseen and the result declared by a returning officer whose name is not on the ballot paper. If the number of nominations for ordinary member of the Team is less than or equal to the number of vacancies, the nominee(s) will be declared elected without a ballot.

- (m) The Co-ordinating Team shall take office at the conclusion of the Annual General Meeting and will elect by majority vote the Officers from among the Team members
- (n) In the event of no member of the newly appointed committee being willing to take on one or more of the Officer positions a majority decision can be taken by the Coordinating Team to ask the retiring officer to stay until the next AGM.