

IOMARS constitution.

Constitution for the Isle of Man Amateur Radio Society (IOMARS). (December 2015)

1) **Name:**

The Society shall be known as the Isle of Man Amateur Radio Society.

2) **Aims:**

The aims of the Society shall be to further the interests of its members in all aspects of amateur radio and directly associated activities including Public Service and Emergency Communications. The Society shall be affiliated to the Radio Society of Great Britain (RSGB).

3) **Membership:**

- a) Membership shall be open, subject to the discretion of the Committee, to all persons interested in the aims of the Society. Each member shall have the right to attend any Society Function. All members and visitors must sign-in at any Society function or meeting. Each member shall have access to equipment and publications owned by the Society. Such loans are subject to approval by the Committee and the borrower(s) shall undertake to return publications and equipment in good order and repair. Only paid up members of the Society are permitted to borrow and operate equipment otherwise the Insurance Policy of the Society becomes invalid. Items shall be signed for both on borrowing and return.
- b) Family Members. Joint Family Membership status may be granted to the immediate family of any member all of whom reside at the same address and who support the aims of the Society; all such members are entitled to vote.
- c) Associate Members. Associate Member status may be granted to any person who supports the aims of the Society but, by reason of distance or other cause, is unable to make regular use of the facilities of the Society; all such members are NOT entitled to vote.
- d) Honorary Members. Honorary Life Membership may be granted to any person, who in the opinion of the Committee has rendered outstanding service to the Society, either directly or indirectly. Such membership shall carry the rights of full membership but shall be free from subscriptions.
- e) Junior and Student Members. Junior Members under the age of 18 who hold an amateur radio licence shall be free from subscriptions; however, only those who are 16 and over are entitled to vote. Student Members are defined as those in full time education aged 18-25; they shall be free from subscriptions and entitled to vote provided the requirements of para. 3. are met.
- f) Visitors. Members may invite prospective new members to ordinary meetings. No such visitor may attend more than three meetings in each year. Subscriptions become due on the third visit. Visitors may NOT attend the AGM or any EGM or vote on any matter. These conditions apply also to visits to the shack.
- g) Constitution. A copy of the Constitution shall be made available to all members on joining the Society and on each occasion that an amendment is made. All members shall abide by the constitution of the Society. The Committee shall have power to expel any member whose conduct, in the opinion of at least two-thirds of the full Committee, renders that person unfit to be a member of the Society. No member shall be expelled without first having been given an opportunity to appear before the Committee.
- h) Residency. Only those members who are full-time residents of the Isle of Man shall have voting rights and be eligible for election to the Committee.

4) **Subscriptions.**

- a) The annual subscription for membership shall be recommended by the committee for ratification at the Annual General Meeting (AGM).
- b) Subscriptions shall be as agreed at the AGM and as shown subsequently on the current membership application form.
- c) All membership subscriptions shall be due and payable for the following year on the date of the AGM which is normally within the first two weeks of December.
- d) A member shall have deemed to have resigned from the Society, if, by the end of the following February, the subscription has not been paid.
- e) Members in arrears have no voting rights or membership privileges.
- f) The Committee shall have the power to reduce or waive subscriptions at its discretion.

5) Finance.

All money received by the Society shall promptly be deposited in the bank account of the Society. Withdrawals require the signature of the Hon. Treasurer and one other nominated officer of the Society.

6) Membership of the Committee of the Society.

The Society's affairs shall be administered by a Committee elected at the AGM. A prospective Committee member must have been a fully paid up member for at least 12 months and have attended a minimum of seven monthly meetings before becoming eligible to stand for election. Any eligible member may stand for any office. A Committee member who, for any reason, resigns during a term of office shall not be eligible for election to any office for a period of two years. The Committee in whom the Society's property shall be vested shall consist of: President, Chairman, Hon. Secretary, Hon. Treasurer, and four other members preferably but not necessarily, from the North, South, East and West of the Island. Any Committee member absent from three consecutive committee meetings without acceptable good reasons shall be deemed to have resigned from the Committee. The Training Officer shall be a Committee member if not already holding a Committee position.

- a) The Chair will preside at all meetings at which they are present.
 - b) The Hon. Secretary shall be responsible for: keeping the minutes of all meetings of the Society; ensuring that all correspondence is correctly handled; maintaining a master roll of members and honorary members; maintaining a register and location of Society equipment. All correspondence and records shall, wherever possible, be handled and be kept electronically but with the proviso that a conventional written version can be made available when required and given fair notice.
 - c) The Hon. Treasurer shall be responsible for: keeping the accounts of the Society; advising the committee on all financial matters; preparing the accounts for audit and presenting them at the AGM. The accounts may be inspected by any member at any time provided the request is made in writing and fair notice given.
- 7) The Committee, at its discretion, may co-opt members for special purposes.

8) Committee Standing Orders.

- a) The quorum for the Committee shall be five members. In the absence of a quorum business may be dealt with but any decisions taken only become valid after ratification at the next meeting at which a quorum exists.
- b) Committee meetings may be called by the Chairman or the Hon. Secretary.
- c) Members shall advise the Hon. Secretary of any issue which it is considered merits discussion; this item will then be added to the agenda of the next meeting.

9) Special Responsibilities.

If not already covered by members of the Committee, members with special responsibilities shall be appointed as follows:

- a) A QSL manager shall be appointed to dispatch outgoing QSL cards via the RSGB QSL Bureau. This outgoing service is only for society call signs. RSGB QSL Bureau requirements and procedures shall be followed at all times. The position of QSL manager for incoming cards is an RSGB appointment.
- b) IOMARS internet presence. The elected committee members will organise the distribution of news and information via these facilities.
- c) A Radio Station Manager shall be appointed to ensure that the logbooks of the Society are maintained and that stations, including Special Event and Contest Stations are operated in accordance with the appropriate Rules and Regulations.
- d) A Custodian/Shack Manager shall be appointed and in concert with the Hon. Secretary, shall keep a record of all equipment and its location owned by the Society. The record shall be available at all Committee meetings for planning purposes (see para. 3 (a)). The Custodian shall also advise the Committee when repairs and/or replacements are necessary.
- e) A Training Officer shall be appointed to organise and carry out all aspects of training for the Foundation, Intermediate and Advanced licences. The Training Officer shall be a RSGB registered tutor and a Committee member.

10) Repeater network support.

The society will at its discretion, if sufficient funds are available provide financial assistance to cover the repeater keepers costs.

A Repeater Keeper is a position subject to external approval by Ofcom and the RSGB. The IOMARS will endeavour to support the licenced repeater keeper on the Isle of Man as they operate the repeater system on the island. This support should be only given at the request / agreement of the repeater keeper and should include financial assistance to cover the keepers costs if sufficient funds are available.

11) Annual General Meeting.

- a) The AGM shall normally be held during the first fortnight of December each year. At least 14 days notice shall be given by the Hon. Secretary to all members. The quorum shall be ten members. Proxy voting is not allowed.
- b) The agenda for the meeting shall be:
 - 1) Apologies for absence
 - 2) Minutes of the previous AGM
 - 3) Chairman's report
 - 4) Hon. Secretary's report
 - 5) Hon. Treasurer's report
 - 6) Election of new Committee
 - 7) Appointment of internal auditor (nominated person should not be a committee member).
 - 8) Other business
- a) Items (1) to (5) shall be chaired by the outgoing Chairman, item(vi) by an acting Chairman who is not standing for election to office, and the remaining business by the newly elected Chairman.
- b) Nominations for Committee members will only be valid if confirmed by the nominee at the meeting or previously in writing.
- c) Items to be raised by members under other business must be notified to the Hon. Secretary not less than 14 days before the AGM.

12) Extraordinary General Meeting.

- a) Extraordinary General Meetings may be called by the Committee or not less than 10 members of the Society, the date of the meeting being the earliest convenient as decided by the Committee. At least 28 days notice in writing must be given to the Hon.Secretary who in turn shall give members at least 14 days notice of the agenda. No other business may be transacted at the EGM.
- b) The quorum for an EGM shall be ten members.

13) Amendments to the Constitution.

The Constitution may be amended only at an AGM or EGM called for that purpose. Any amendment to the Constitution must be approved by at least two-thirds of the members present.

14) Winding up of the Society.

- a) The decision to wind up the Society may be taken only at an EGM and must be approved by at least two-thirds of the members present.
- b) The funds of the Society shall, after the sale of all assets and the payment of all outstanding debts, be disposed off in a way such as to further the interests of amateur radio and directly associated activities.

(Revised and agreed at the Annual General Meeting -Tuesday 08th December 2015)