



# LIBERTON ASSOCIATION

## Constitution

### **NAME:**

The Association shall be known as The Liberton Association and shall be referred to hereafter as the Association.

### **Purpose:**

To protect and promote the interests of the Residents in the Liberton area and, in particular, to preserve the amenity of the Liberton area.

### **MEMBERSHIP:**

Membership shall be open to residents in the Liberton area of the City of Edinburgh, and to any person who is interested in the amenity of the Liberton area. Individual Corporate and Statutory Bodies are also eligible for membership, and each may be represented by one person appointed by that Corporate Body. A current list of members will be held electronically by the Secretary and the Treasurer. Any member may inspect his/her record on written request.

### **MANAGEMENT:**

**Office Bearers and Committee:** The management of the Association shall be vested in a President, Vice President, Secretary, Treasurer and a Committee of not more than ten members, all of whom shall be elected at the Annual General Meeting of the Association, shall hold office for one year and be eligible for re-election. Individual members of the committee or small sub groups may, as determined by the committee, undertake the organisation and management of specific aspects of the business of the association e.g Social Media, Communications, Planning, Distribution.

The Committee may, from time to time, co-opt additional members whose special knowledge or expertise may be of value to the work of the Committee. Representatives of Corporate or Statutory Bodies are not eligible to be Office Bearers or members of the Committee.

### **MEETINGS:**

**Annual General Meeting:** The Annual General Meeting shall be held in May or June and the date shall be advertised not less than fourteen days in advance. The meeting shall be open to any interested person.

The agenda for an Annual General Meeting shall include:-

1. Minutes of the last Annual General Meeting
2. Presidents Report
3. Treasurer's Report
4. Secretary's Report
5. Election of Office Bearers, Committee and Honorary Auditor who shall not be a member of the
6. Committee.

7. Any other competent business

**Extra-ordinary General Meeting:** An extra-ordinary General Meeting shall be called by the Secretary on the instructions of the Committee, or on written request of thirty or more members. Such meetings must be held within twenty-eight days of the request being received by the Secretary and seven days' notice of such meeting shall be given by the Secretary to members. Only the subject matter for which the Extra-ordinary General Meeting has been called shall be considered.

**Committee Meetings:**

Not fewer than four Committee meetings shall be held between Annual General meetings

**Quorum:** Not fewer than twenty-five members for a General Meeting and not fewer than five for a Committee Meeting shall be required to form a quorum.

**Voting:** Each member shall pay one subscription and have only one vote. Voting shall be executed by a show of hands or, at the Chair's discretion, by a show of voting cards, which shall be issued to members to show a vote:

Votes shall be cast:

- i) for the motion
- ii) against the motion
- iii) abstention from the motion.

A simple numerical majority shall constitute a vote for, or against, the motion in accordance with the number of members present at the meeting, except as detailed below. Only paid up members will be entitled to vote

The Chair, normally the President or Vice-President, shall not vote except in the event of a tied vote, when the Chair shall have the Casting Vote.

**FINANCE:**

The financial year shall commence as from 1st April and subscriptions shall be due on that day.

**Subscriptions:** The minimum amount of the subscription payable by members shall be decided at an Annual General Meeting or at an Extra-ordinary General Meeting called for that purpose.

**Expenditure limitations:** No Office Bearer or Member shall involve the Association in any extraordinary expense or debt exceeding £50 without the prior documented approval of the Committee. Any such minor expenditure shall be presented to the next Committee Meeting for homologation.

**CONSTITUTION:**

Any proposed modification to this Constitution must be made available to members seven days prior to the Annual General Meeting. It shall be incorporated in the Constitution if it is approved by at least 66% of members present and voting at the Meeting. Amendments or objections from the membership to any proposed modifications shall only be considered at the Meeting if previously submitted in writing to the Secretary not less than two days prior to the Meeting

**WINDING UP:**

The Association may only be wound up with the approval of a General Meeting at which at least a 75% vote moves the winding up of the Association. 50% of the membership shall constitute a quorum in this instance.

In the event of winding up, the assets of the Association shall be distributed to charities or organisations for the benefit of the |Liberton area or the City of Edinburgh as a whole.