

# MORRIS COMMERCIAL CLUB

## CONSTITUTION

### **1 Name of the Club**

1.1 The Club shall be named Morris Commercial Club, hereafter referred to as the "Club".

### **2 Aims and Objectives of the Club**

- 2.1 To bring together all enthusiasts and preservationists of the Morris Commercial, Austin and BMC marques for the purpose of promoting the exhibition of these vehicles and offering technical assistance towards the restoration projects in progress.
- 2.2 To offer a club for ex-apprentices of Morris Commercial to meet old acquaintances and maintain friendships formed during the Morris Commercial era.

### **3 Membership of the Club**

- 3.1 Membership shall be open to all who have an interest in these vehicles, whether an owner, enthusiast, or an ex-apprentice.
- 3.2 Membership shall be open to both sexes.
- 3.3 Each member shall have one vote in the Club.

### **4 Club Officials**

- 4.1 A Club Committee shall conduct the administration of the Club.
- 4.2 The Committee shall consist of the following Officers who shall be members of the Club.
- |           |   |
|-----------|---|
| Chairman  | Membership Secretary / Apprentice Support |
| Secretary | Magazine Editor                           |
| Treasurer | Website Editor                            |
- 4.3 Each Officer and Committee members shall be elected by the membership at the Annual General Meeting.

### **5 Duties of Club Officials**

#### **5.1 Chairman**

- 5.1.1 Chair members' meetings.
- 5.1.2 Chair Committee meetings.
- 5.1.3 Arrange agenda for meetings (in conjunction with Secretary).
- 5.1.4 Have casting vote only.
- 5.1.5 Carry out tasks allocated at meetings.
- 5.1.6 Chair should have Committee approval before taking any decisions that materially affect the Club.

#### **5.2 Secretary**

- 5.2.1 Correspondence.
- 5.2.2 Arrange agenda for meetings (in conjunction with Chairman).
- 5.2.3 Circulate agenda.
- 5.2.4 Take minutes where appropriate and circulate.
- 5.2.5 If applicable, arrange activities for members' meetings, confirm bookings by letter, before meetings check that arrangements still stand.
- 5.2.6 Liaise with Treasurer regarding booking fees etc.

#### **5.3 Treasurer**

- 5.3.1 Administer the Club's finances in accordance with standard business practice.
- 5.3.2 Produce annual financial statement.
- 5.3.3 Operate Club's bank account with cheques signed by any two of three authorised signatories. If agreed by Committee, Treasurer's signature only shall be required on cheques up to and including £50.
- 5.3.4 Other duties concerned with finance as agreed with Committee.

#### **5.4 Membership Secretary / Apprentice Support**

- 5.4.1 Receive membership applications and renewals, keeping accurate details of membership.
- 5.4.2 Co-ordinate all activities concerning ex-apprentices.
- 5.4.3 Other relevant duties agreed with Committee.

#### **5.5 Magazine Editor**

- 5.5.1 Produce four quarterly magazines each year.
- 5.5.2 Maintain complete editorial control.
- 5.5.3 Other duties agreed with Committee.

#### **5.6 Website Editor**

- 5.6.1 Maintain website and keep up-to-date with information agreed in Committee.
- 5.6.2 Maintain complete editorial control.
- 5.6.3 Other duties agreed with Committee.

### **6 Meetings**

- 6.1 An Annual General Meeting shall be held once a year at a time and place decided by Committee.
- 6.2 Committee meetings shall be held at least twice a year and on other occasions as shall be deemed necessary by the Committee.

### **7 Constitution**

- 7.1 The Constitution shall be agreed at a full general meeting with two thirds of those present in agreement.
- 7.2 No amendment shall be made except at a general meeting.

### **8 Termination of Club Activities**

- 8.1 In the event of the Club closing down, all assets of the Club shall be sold and the proceeds added to existing funds. After the affairs have been audited, the funds shall be distributed to organisations or charities determined by the members of the Committee in office at the time.