

U3A Nelson Constitution (2019)

1. Name: The organisation is called U3A Nelson Inc (Incorporated), which is derived from the title 'University of the Third Age'.

2. Aims and Objectives: To provide further education to people of mature years, through participation in study groups and related activities.

3. Membership: Membership consists of all persons over the age of 50 years who have paid the annual membership fee, abide by the Constitution and any other policies and procedures agreed by the Committee. Life membership will be awarded by the Committee to any member who has had at least 10 years membership in any U3A group, whether in Nelson or another centre, and has provided at least 5 years service to U3A Nelson as a member of the Committee or as a Convener of a study group. The U3A Nelson Committee may, in exceptional circumstances, waive the 'ten year' service requirement to nominate members for life membership if they are considered to have rendered outstanding service to the organization.

Any member may nominate for Life Membership any other member whom they believe meets the above criteria. Such nomination will be in writing and submitted to the Committee. The nomination must outline the grounds for the nomination and be supported by at least two other members. Life members will not be required to pay the annual subscription fee.

4. The Committee: The administration of U3A Nelson is vested in the Committee. The Officers of U3A Nelson are the President, Vice-President, Secretary and Treasurer. The Committee consists of the Officers and up to eight other Members. The Immediate Past President is a member of the Committee for one year immediately following his or her last term of office. The Committee takes office at the conclusion of the Annual or Special General Meeting at which they were elected. The Committee may fill any vacancy on the Committee. The quorum of the Committee is 5 members.

5. Annual and Special General Meetings: The Annual General Meeting of U3A Nelson is held not later than two months after the end of the financial year. Written notice of General Meetings including the agenda is given at least 14 days prior to the meetings. The quorum for Annual and Special General Meetings is 20% of membership or 35 members, whichever is greater. The business of the Annual General Meeting will include: Receiving the President's report, Receiving the

Treasurer's report and the reviewed financial statements, Appointment of a reviewer, Election of the Committee (including the Officers) The Secretary will receive written nominations for the Committee (including Officers) Voting at all meetings is by voice, show of hands or by secret ballot, if requested. If any motion at an Annual or Special General Meeting results in a split vote (i.e. in a tie) the status quo shall prevail. A Special General Meeting may be convened at any time by a resolution of the Committee or by a petition signed by 10% of all members or 20 members whichever is the greater.

6. Finance: The financial year will end on the 31st March each year. The committee will set the annual subscription fee by the last committee meeting of the calendar year for the U3A financial year ahead – April to March. If a new Person joins between 1st January and 31st March in any given year, they are deemed paid until the end of the following financial year. All monies received will be paid to the credit of U3A Nelson at such bank as the committee nominates from time to time and withdrawals from that account will be by any two of the officers holding the offices of Treasurer, President or Secretary.

7. Amendments: This Constitution may be amended by a resolution agreed to (in a secret ballot if requested) by a two thirds majority of members present at the Annual or a Special General meeting.

8. No Pecuniary Advantage: No member or person associated with U3A Nelson will derive any income, benefits or advantages from U3A Nelson where they can materially influence the payment of the income except where that income, benefits or advantages are derived from: professional services to U3A Nelson in the course of business charged at no greater rate than current market rates; or interest on monies loaned at no greater interest rate than current market rates.

9. Winding Up and Distribution of Assets: On the winding up of the Organisation, the assets of U3A Nelson will be used to further a charitable purpose or purposes as defined by the Charities Act 2005. No member or members will derive any personal pecuniary gain from such a winding up action.

10. Records: Records of meetings, minutes and correspondence will be kept by the Secretary. Records of membership will be kept by a person nominated by the Committee. Such records will be kept for at least ten years.

11. Common Seal: The Common Seal of the organisation will be kept in the custody of the Secretary and will be affixed to any document with the assent of both the President and the Secretary.
