

.The Constitution of the Donnelly's Crossing Community Group - [DCCG].

Adopted at Annual General Meeting on 16 May 2017.

1. **The name of the group shall be;** The Donnelly's Crossing Community Group - DCCG.

2. **The aims of the group shall be to;**

Meet on a regular basis [11 months, leaving out December].

Appoint a committee led by a Chairperson, Secretary and Treasurer and 3 regular attendee members, a total of 6.

Discuss and consent to community initiatives with such others as seem appropriate, DOC, KDC, Railway enthusiasts society etc. and administer these initiatives to the best of our ability.

Work towards various and appropriate fund raising activities as agreed at monthly meetings.

Address and deal appropriately with community issues and relevant concerns.

3. **In order to achieve its aims the group may;**

Discuss and agree on various ways to raise money.

Open bank accounts and maintain them to a high standard, presenting accounts at monthly meetings.

Organise events, courses etc.

Work with other groups including, but not limited to DOC, KDC, and the local school.

Appoint, when deemed necessary, a solicitor.

Do anything lawful to fulfil its aims.

4. **Membership;**

Membership of the group shall be open to any person over 18 or any organisation who is interested in helping the group to achieve its aims, who are willing to abide by the rules of the group and willing to pay any subscription agreed by the management committee, currently [4/2017] there is no membership fee, but this may be changed at a monthly meeting if agreed by a majority vote. Membership shall be open to anyone without regard to gender, race, nationality, disability, religion/belief or sexual preference.

Every individual and every organisation shall have one [1] vote at Annual General Meetings [AGM's]. In the event of any tied voting, the Chairperson will have a second vote.

The membership of any member or organisation may be terminated for good reason by the management committee, but the member or organisation has a right to be heard by the management committee before such a termination is made.

Each member organisation shall appoint a representative to attend monthly meetings and shall notify the group's Secretary of that person's name.

5. **Management;**

The group shall be administered by a management committee of the 3 officers and not more than 3 other members all 6 of whom are to be elected at the group's AGM and hold their position for 1 year.

The officers shall be the Chairperson, the Secretary and the Treasurer.

The management committee shall meet 11 times a year, notwithstanding any Special General Meetings [SGM's] that may arise.

The Chairperson shall conduct and chair all meetings including SGM's.

A quorum for any meeting where voting and/or decisions are to be made will be three [3].

Voting shall be by a show of hands, if there is a tied vote, the Chairperson has the right to cast a second vote.

The management committee may by a majority decision and with a right and proper reason, remove a committee member from their position on the committee after that person has been correctly heard before a final decision is made.

The management committee, at its discretion, may appoint another member of the group to the committee as long as there is a vacancy and the number of committee members is not exceeded.

6. **Duties of the Officers;**

Chairperson. - to chair meetings of the committee and the group.
- to represent the group at functions, meetings or for any purpose.
- to act as spokes person for the group.

Secretary. - to take and keep minutes.
- to prepare agenda's where and when necessary.
- to maintain a current membership list.
- to deal with correspondence.
- to collect and circulate any relevant information within the group, including, but not limited to minutes, news letters etc.

Treasurer. - to supervise the financial affairs of the group.
- to keep proper accounts that show all monies collected and paid out by the group.
- to present up to date and accurate accounts at monthly meeting.

7. Finance;

Any monies obtained by the group shall be used only for the group.

Any bank accounts opened by the group shall be in the name of the group.

Any cheques issued shall be signed by the Treasurer and one [1] other person nominated by the group, there may be any number [up to a maximum of three [3]] other cheque signatories.

8. Annual General Meeting [AGM];

The group shall hold an AGM once a year in an agreed and designated month.

All members shall be given 14 days notice of such an AGM and be entitled to attend and vote.

The quorum for an AGM vote will be 4 committee and items for voting will be passed by a show of hands of 75% of those members present.

There is to be a report presented by the sitting Chairperson of the groups activities through the year, copies of this report are to be available to members.

There is to be a report by the sitting Treasurer on the finances of the group, copies of this report are to be available to members.

The business of an AGM will be to elect a Chairperson, Secretary, Treasurer and three [3] number of committee members.

The AGM may also consider any other matter as has been decided and on the agenda.

9. Special General Meeting [SGM];

A SGM may be called by the management committee to discuss any matter deemed urgent. The Secretary will give 14 days notice of such a meeting to all members, together with details of the matters to be discussed. All members shall be entitled to attend and vote.

10. Alterations to the Constitution;

Adoption of this constitution, and any future changes must be agreed by a quorum majority of all voting members present at an AGM as noted in section 8..

11. Dissolution;

The group may be wound up at any time, if agreed by a quorum majority of voting members present at an SGM or AGM. In the event of a winding up, any and all assets including financial should be passed to a similar group after all debts are paid. This group to be decided by the management committee in a majority vote.

THIS CONSTITUTION WAS ADOPTED AT A GENERAL MEETING OF THE GROUP HELD AT POOKS CAFE ON THE 16 May 2017 and signed off by the Chairperson, Secretary, Treasurer and the three [3] management committee members.