

# The South Anglia Repeater Group

## CONSTITUTION

### A. GENERAL.

1. The Group shall be known as the 'South Anglia Repeater Group', hereafter known as 'SARG' or the Group.
2. The aims and objectives of SARG shall be to own and operate amateur radio repeaters in East Anglia.
3. The Group shall meet at regular intervals at a time and place decided by the Committee.
4. Dissolution of the Group shall be by a three-quarter majority of those attending an EGM for that purpose.

### B. MEMBERSHIP.

Anyone who makes a contribution financial or otherwise during the year is considered to be a member.  
Any contact information provided by members will only be used in connection with SARG business.

### C. ADMINISTRATION.

1. The Group's affairs shall be administered by a Committee
2. The Committee shall comprise the following officers;
  - a. President – honorary position (not elected)
  - b. Chair.
  - c. Secretary.
  - d. Treasurer.
  - e. Repeater Keeper(s) (not voted for) - Appointed by the committee
  - f. Technical Support Officer

Further to this other positions may be appointed of co-opted each year as necessary.

3. The duties of these officers will be as follows;
  - a. The Chair will be responsible for the conduct of meetings.
  - b. The Secretary will be responsible for the recording of minutes of meetings and any Group correspondence, arranging meetings and other duties as deemed necessary.
  - c. The Treasurer will be responsible for the running of the Group's financial affairs.
  - d. The Repeater Keeper(s) will hold the NOV's for the repeaters and to the best of their abilities to ensure that they are run in line with current licensing regulations and best practice.
  - e. The Technical Support Officer will to the best of their abilities provide consultation and technical support for all the repeaters under the Groups control.
4. The Committee will have the power to make decisions that benefit the aims of the Group and purchase items up to £250.00 without reference to the membership.
5. Minutes shall be kept of all Committee meetings and Sub-Committee meetings.

#### D. ANNUAL GENERAL MEETING.

1. There shall be an Annual General Meeting (AGM).
2. The AGM shall be held within six weeks of the end of the Group's financial year.
3. Every current member shall be notified to the contact details provided at least 14 days before the meeting.
4. The tenure for a Committee member shall be on an annual basis to be voted on at the AGM.  
Repeater Keepers are not voted for positions and will automatically be part of the Committee.
5. The AGM shall be chaired by the retiring Chairman. Full minutes shall be taken by the retiring Secretary.
6. Should there be no new nominations for any post, the retiring officer shall remain in office until an EGM is called.
7. The voting for Committee members shall be by show of hands, and be decided by simple majority. In the event of a tie, a second vote will be taken just for the tie holders
8. All members shall have one vote for each Committee position.
9. All Group fixed assets shall be accounted for at the AGM.

#### E. EXTRORDINARY GENERAL MEETINGS.

1. An Extraordinary General Meeting (EGM) may be called by the Committee or by at least 10 members of the Group giving notice in writing to the Secretary, stating the purpose of the meeting.
2. Only business for which the EGM was called shall be discussed.
3. Every member shall be notified to the address details as recorded by the Secretary
4. Full minutes of the EGM shall be kept by the Secretary.
5. An EGM must be held within six weeks of being called for, the time and place to be chosen by the Committee.

#### F. FINANCE.

1. Equipment and items purchased out of SARG funds or donated will remain the property of the SARG.
2. Equipment purchases and any other expenditure can be suggested by any member of the Repeater Group, and will be agreed by members of the Committee.
3. The Group's funds shall be kept in such accounts as are approved by the Committee.  
The Groups accounts will be audited and signed annually prior to the Annual General Meeting by the appointed auditor.
4. All cheques shall be signed by at any two of the following committee members:  
Chairman  
Treasurer  
Secretary
5. The treasurer shall be entitled to pay up to £50 on any recurring bill or charge as has been previously agreed by the Committee.
6. The committee shall approve all other expenditure before it is incurred, unless the expenditure on any one item exceeds £250. Expenditure exceeding £250 approved by the committee shall be referred to the membership, or by agreement from a third of the current membership in writing or by email.
7. In the event of the dissolution of the Group the following will take place;
  - a. The Group's assets will be auctioned at an EGM or disposed of appropriately by the Committee.
  - b. The Committee will make the necessary arrangements to clear any outstanding bills from the Group's funds.
  - c. The total remaining funds shall be disposed of to a charitable organisation and the accounts closed.
8. The Group may make a charitable donation annually as deemed appropriate at the AGM.

**END**