

Constitution

29th April 2009

1. Organisation

1.1. The Association's name is Helen's Bay and Crawfordsburn Residents' Association. ("The Association")

1.2. The Association's object is to protect the environment and character of Helen's Bay and Crawfordsburn.

1.3. Membership of the Association is open to ratepayers who live within Helen's Bay and Crawfordsburn as defined by the Crawfordsburn electoral ward. Every household paying the annual subscription is automatically elected to the Association. A member shall cease to be a member if they fail to pay the subscription within 7 days of its due date. A person belonging to the household of a member may represent the member at any meeting of the Association and shall be entitled to vote at the meeting. No more than one vote shall be used to represent any one household.

2. Management

2.1. The day to day business of the Association shall be managed by a Committee not exceeding 16 persons, of which, approximately half must reside in Helen's Bay and half in Crawfordsburn. The Committee shall be elected annually at the Annual General Meeting. If a vacancy occurs during the year the Committee may co-opt a person to fill the vacancy until the next election.

2.2. The Committee shall from among its members appoint a Chairman, Vice-chairman, Treasurer and Secretary, such appointments to be made as soon as practical after the committee has been elected.

2.3. The Committee shall meet a minimum of five times a year. Six members are required to form a quorum. The Secretary will ensure each Committee member has the Agenda and where possible seven days notice of the meeting.

2.4. Any member of the Association may request the Committee to consider and deal with an issue by bringing it to the attention of a Committee member. The issue will be discussed at the next Committee meeting and the outcome of the discussion will be conveyed to the member and the Association at large immediately after the meeting.

3. Control of Assets

3.1. The Committee may use the funds of the Association for purposes consistent with the objects of the Association.

3.2 The Committee may not borrow without the consent of the majority of members of the Association present at a Special General Meeting.

3.3 If the Association is wound up any residual assets of the Association shall be distributed as directed by the majority of members at a Special General Meeting, All members will receive at least seven days notice of the meeting.

3.4 Any transaction involving the Association's bank account will require two of four authorised signatories. The authorised signatories will be nominated at the first Committee meeting after the Annual General Meeting and will include the Treasurer and three members of the Committee .

4. Meetings

4.1 The Annual General Meeting will be held between the 1st April and 31st May each year. A minimum of seven days notice must be given of the meeting by appropriate public advertisement. At that meeting:

- (i) A report of the past year's activities and independently audited accounts will be presented for adoption.
- (ii) The amount of the subscription for the following year shall be determined.
- (iii) The Committee for the following year shall be elected.

4.2 A Special General Meeting of the Association may be requested by any member of the Association provided the Secretary is informed in writing of the subject of the meeting and the request is signed by ten members. The Secretary will then convene a meeting giving at least seven days notice by appropriate public advertisement.