

Barrow & District Association of Engineers

Constitution - Part 3 - Bye Laws

1. The Council of the Association (hereinafter called “the Council”) shall consist of a Chairman, Honorary Members, twelve (12) Ordinary Members, a Treasurer and a Secretary. Five to form a Quorum.
2. The Council shall nominate Officers:- Chairman, Secretary, Treasurer, Trustees, Bursary Co-ordinator & Minute Secretary. These positions shall be nominated by the council and elected at the Annual General Meeting.
3. The Association shall consist of Honorary Members & Ordinary Members. Any member may become a Life Member.
4. Honorary Members may be elected from time to time from persons who have distinguished themselves in the field of Engineering or who have excelled in their service to the Association.
5. Ordinary Members shall have all the privileges of the Association and shall be eligible for any office.
6. The Chairman shall be appointed for a two (2) year term of office which may be extended as the Council sees fit. Treasurer, Secretary and Ordinary Members of the Council shall retire annually at the Annual General Meeting and may stand for re-election at that meeting.
7. The Council shall have the authority to make temporary appointments to fill any vacancy on the Council which may occur during that year.
8. All officers shall be elected at the Annual General Meeting.
9. Candidates for admission as Ordinary Members shall be recommended by at least two (2) Members of the Association. Application for membership shall be made only on the Association’s form.
10. A proposed membership will be reviewed by the Chairman, Treasurer and two (2) Council Members. Ratification shall be achieved at the first appropriate Council Meeting.
11. Subscriptions shall become payable upon acceptance of an application.
12. Subscriptions for any of the grades, Ordinary Member or Life Member, shall be as determined from time to time by the Council.
13. All subscriptions, except in the case of Life Membership, shall become payable in April of each year and shall cover membership until the following March. Subscriptions may be payable by cash, cheque or standing order (the preferred method). Members wishing to become Life Members may do so by making one single all-embracing payment.

14. Normal General Meetings for the reading of papers, lectures, discussions, etc., may be held monthly commencing in September and continuing until April the following year. Visits to sites of interest may be arranged during the remaining months or at any other suitable time.

15. All financial transactions - except ordinary current expenses - shall be under the direct authority of the Council. The Treasurer shall maintain all financial records and action current expenditures.

16. The accounts of the Association shall be audited by two suitably qualified persons, who are not members of the Council and approved at the AGM.

17. At each Annual General Meeting the Council shall, through the offices of the Chairman & Secretary, present a general report and the Treasurer shall submit a Financial Statement, certified by him, to the AGM prior to presentation of the accounts to the auditors for final approval. In the absence of these persons, the Council shall undertake the tasks.

18. The awarding of Bursaries and STEM (Science, Technology, Engineering and Maths) Prizes are managed by a sub-committee of the Council led by the nominated Bursary Co-Ordinator. Members of the Committee are appointed by the council. Bursary activities are formally reviewed and ratified at each Normal Council meeting

19. The Association's Constitution and Bye Laws may only be changed at an Annual General Meeting.

20. Election of Officers or amendments to the Constitution or Bye Laws at the Annual General Meeting shall be by either show of hands or ballot as required by the Chairman and shall be in accordance with Part 1 Section 7 of the constitution.

Name

Signed

Date