



FOUNDED 1800

RULES

of the

KEIGHLEY ASSOCIATION OF ENGINEERS

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Revised April 2013

1. NAME

The Society shall be known as "The Keighley Association of Engineers" hereafter called "The Association".

2. OBJECT

The objects of the Association shall be to further the study of subjects connected with Engineering by means of talks, films, discussions and the visiting of places of engineering interest and to promote Social Activities.

The Association shall not on any occasion discuss the Politics of the Engineering Trade.

The Association shall be a not for profit organisation.

3. CONSTITUTION

The affairs of the Association shall be conducted by a Council consisting of the following:

1. A President, who shall be Chairman of the Council.
2. A Vice-President
3. The Immediate Past President.
4. Honorary Syllabus Secretary.
5. Honorary Treasurer
6. Honorary Council Secretary.
7. 6 Members

Of these, five will form a quorum.

All members of Council, with the exception of the Immediate Past President, shall be elected by members of the Association at the Annual General Meeting. Members of the Council shall be eligible for re-election at the expiry of their term of office.

The President shall hold office for Two years.

The Vice-President shall hold office for Two years.

The Honorary Syllabus Secretary, Honorary Council Secretary and the Honorary Treasurer shall each hold office for One year.

The 6 Members of Council shall hold office for Three years, and it shall be arranged that 2 of them end their term of office each year.

The Council shall have the power to co-opt any member to fill any vacancy on the Council caused by the death or resignation of a Council Member. The Member so co-opted shall serve for the period of office of the Member he or she replaces. The Council shall be empowered to confirm Membership of Council for one year upon Past Presidents and others who have served the Association with particular distinction, providing that such Members satisfy the following requirements:

1. That they are current Members of the Association and are of good standing.
2. That they have a minimum of ten years continuous membership.

All Members of Council shall have equal voting rights.

On receipt of the notification of the Annual General Meeting any Member may hand in nominations for the Council.

4. MEMBERS

The members of the Association shall be of four classes:

1. **Life Honorary Member.** This shall be conferred by the council on a member who has given the Association exemplary service. They shall be entitled to a vote at general meetings and to stand for Council.
2. **Honorary Member.** This shall be conferred by the council on an individual by virtue of holding office in an appropriate body, for the term (or part thereof) of the office. They shall not be entitled to vote at general meetings or stand for election to the Council.
3. **Ordinary Member.** This shall be any person with an interest in engineering whose nomination has been accepted by the Council. They shall be entitled to vote at general meetings and to stand for election to the Council. Ordinary members shall pay an annual subscription.

4. Corporate Member. A company or any bona fide group of persons engaged to any degree in any form of engineering may apply for Corporate Membership which will entitle all staff, employees or group members to the same benefits as Full Members except that a Corporate Member has only one vote. The person named as their “contact” will normally exercise this vote but may designate a company / group member as proxy. The “contact”, who will receive newsletters etc., will be responsible for copying and circulating all Association information to the company / group members. Corporate members shall pay an annual subscription.

5. ADMISSION OF MEMBERS

All persons wishing to become members shall make application on a proper application form which must be proposed and seconded by members of the Association. Such application form shall be submitted to the Council and must receive a majority vote from members present.

On election the Council Secretary shall notify the new Member and send him or her a copy of these rules.

6. SUBSCRIPTIONS

The amount of Subscription shall be decided at a General Meeting. Subscriptions shall become due on the 1st January each year.

New members shall be admitted on payment of subscription for the current year. If joining after 1st October, the subscription will be carried through for the following year. All subscriptions shall be paid to the Honorary Treasurer who will issue an official receipt for all cash received. Receipts for all payments made by cheque will be issued on request only.

If the subscription of any member is 13 months in arrears Membership may, at the discretion of the Council, be deemed to have lapsed.

7. SUMMONING OF MEETINGS

The President, or any three members of the Council shall have power to call a Council Meeting. The Council shall have the power to call an Extra-Ordinary General Meeting wherever they deem it advisable. An Annual General Meeting shall be held each year in March and a minimum of 2 weeks notice given to all members together with an Audited Balance Sheet.

8. SYLLABUS

The arrangement of the syllabus shall rest with the Honorary Syllabus Secretary and the Council.

9. VISITOR

Members of the Association are entitled to bring friends with them to any function, where numbers permit. All bona fide engineering students under the age of 21 years of age shall be eligible to attend all events organised by the Association.

10. AUDITING OF ACCOUNTS

The Audit shall be performed either by two members who are not on the Council, or by a qualified accountant. In either case the auditors will be appointed by a General Meeting of the Association.

11. ALTERATION OF THE RULES

These rules may be amended only by a two-third majority vote of members present at a General Meeting. Any member desiring to rescind, amend, or add any rule shall give notice in writing to the Honorary Secretary of such intention. The matter shall be considered by the Council with the member in attendance to state the case. The Council shall then decide either to call a General Meeting or refer the matter to the next Annual General Meeting.

12. COPIES OF RULES

Each member shall be provided with a copy of these rules.