

Constitution of the U3A South Wales Network

Definitions:

- 1) Network: the group of participating U3As.
- 2) Aims: the outcomes that are desired from the Network.
- 3) Representative: the U3A member selected to represent a participating U3A.
- 4) Network Committee: a committee formed by the representatives of participating U3As, hereinafter known as “The Committee”.
- 5) Executive Officer: a member of The Committee who has been appointed to carry out a specific role within the Network.
- 6) Network Meeting: a meeting of The Committee to conduct Network business.

Constitution:

- 1) Name: The Network will be known as U3A South Wales Network.
- 2) The Aims of this U3A Network are to:
 - a) foster and maintain contacts with neighbouring and local U3As.
 - b) provide practical support in reaching common goals.
 - c) enhance the range of activities and events available to members of U3As within the network.
 - d) maintain links with other Networks and the Third Age Trust.
 - e) be a forum for exchange of news, information, events and ideas.
 - f) promote the U3A movement in the geographical area covered by the network so as to extend to everyone in their third age an opportunity of belonging to a U3A.
 - g) encourage links between interest groups of individual member U3As for sharing information, skills and experience, and organising special events/projects on a Network-wide basis.
 - h) encourage minority interest groups or study days which are difficult for individual U3As to support.
- 3) Membership:

- a) Membership is aimed at U3As in South Wales.
- b) Membership is open to individual U3As which have agreed to join and support the Network.
- c) Learning and social activities will be open equally to all members of the participating U3As.

4) Officers:

- a) The executive officers are a Chairman, a Vice Chairman, a Secretary and a Treasurer, elected annually and may serve in any one of those roles for a maximum period of 3 consecutive years. After three years in any of the four roles, an executive officer may serve in another of the roles for a further period of up to three years before having to retire as an executive officer. No executive officer may serve for more than six consecutive years as an executive officer.
- b) Election of executive officers shall occur at the end of Annual General Meeting of the Network which shall be held on such date as The Committee may determine in each calendar year but in any case no more than sixteen months after the previous one.
 - (i) Prior written nomination of any candidate for appointment as an executive officer at an Annual General Meeting, made by a proposer and seconder from amongst the membership of the Network, must be in the hands of the Secretary at least 14 days before the meeting.
 - (ii) Should nominations exceed vacancies, the decision about appointments shall be taken by ballot amongst those U3As present at the meeting.
 - (iii) If there are insufficient candidates standing for the vacancies, the Chairman of the meeting may appeal for any member present to agree to stand. Any willing candidate may then be proposed and seconded at that time and appointed by a simple majority of those present.
- c) No two executive officers may be committee members of the same U3A.
- d) In the event of an executive officer ceasing to act as an executive officer then a replacement may be co-opted by the remaining executive officers until the next network meeting. At that meeting, either the replacement will be confirmed in that office or an election will take place for the office.

5) Management:

- a) The Network is run by The Committee.
- b) Each U3A will have one vote at Network Meetings.
- c) Each U3A may be represented by up to 3 of their members.

- d) Participating members are expected to represent their U3As but will also be expected to contribute to the running of the Network.
- e) The Committee decides on the necessary executive officers and structure that is needed to run the Network.
- f) At least 21 days' notice must be given for any Network Meeting.
- g) Decisions are made at the Committee meetings by a simple majority of those representatives present but with only one vote per U3A.
- h) For decision making there must be a quorum of a 30% representation of the member U3As.
- i) The Wales Trustee shall be invited to attend Network meetings but without a voting right.
- j) The Committee shall ensure that minutes are taken of all its meetings and those of any of its sub committees and that these minutes are made available for inspection by any member U3A that requests them.

6) Finance:

- a) The Committee, through the officers they elect, are responsible for the finances of the Network.
- b) All Network activities shall, as far as possible, be self-financing.
- c) If needed, each participating U3A shall contribute an agreed sum to cover the expenses incurred in carrying out the business and activities of the Network. This arrangement will be reviewed as and if required.
- d) The financial policy of the Network shall be determined by the Executive Officers and shall be subject to approval of The Committee.
- e) Each meeting of the Network shall include a Treasurer's Report.
- f) The Treasurer shall keep accounts to show details of all receipts and payments and shall produce an annual statement.
- g) The Network's year end for accounting purposes will be on such dates as The Committee shall decide but will not be later than 16 months from the previous one.
- h) An independent examiner shall be asked to scrutinise the annual statement.

7) Constitution:

This constitution provides a framework to enable the Network to operate. It will remain in force until replaced or amended at an extraordinary Network meeting or at an AGM.

8) Dissolution:

- a) The network may be dissolved by a majority vote at a Network Meeting.
- b) Any surplus or deficit will be the responsibility of the participating U3As that contributed to the network in proportion to the actual membership of each participating U3A at the time of dissolution.

9) This Network Constitution was proposed and accepted at a meeting of the U3A South Wales Network on 11th October 2019.

The Constitution is endorsed by signatures of the executive officers following a majority vote for them to do so.

David (Dai) Jones (Chairman)

Susan (Sue) Shannon-Jones (Vice Chairman)

Denise Jones (Secretary)

Michael Young (Treasurer)