

# **BRITISH AIRWAYS RETIRED STAFF ASSOCIATION**

## **CONSTITUTION**

### **NAME**

- 1 The name of the Association shall be British Airways Retired Staff Association
- 2 The purpose of the Association shall be to promote and organise social and recreational facilities for the benefit of members.
- 3 In furtherance of this purpose, the Association, through its Committee, shall be empowered to :
  - a) Collect and receive money and funds by way of subscriptions and donations.
  - b) Accept and receive gifts of property, articles or services that will benefit the Association.
  - c) Pay out of the Association's funds monies for goods and services provided, authorised by the Executive Committee
  - d) Publish information to members through the RSA website.

### **MEMBERSHIP**

- 4 The Association shall consist of Members and Honorary Members.
- 5
  - a) Membership is open to retired staff of British Airways and Associated Companies.
  - b) There shall be no age qualification for those receiving an ill-health pension from the Airways Pension Scheme provided they had completed not less than five years of service on retirement.

### **HONORARY MEMBERS**

- 6 Honorary Members may be appointed by the Committee from time to time.

### **APPLICATION FOR MEMBERSHIP**

- 7 Application for Membership shall be made to the Membership Secretary of the committee on the prescribed form and the Committee may approve or reject any application without assigning any reason. On approval of an application by the Committee, the applicant shall become a member of the Association.

### **MANAGEMENT**

- 8 The Association shall be managed by a Committee of 8 elected Members of the Association and ex officio a representative of British Airways and its Associate Companies.
- 9 Membership of the Committee for elected members shall not exceed three years continuously but they shall be eligible for re-election at the end of this term.

- 10 The Committee shall annually appoint from their members a Chairman, Vice-Chairman, Treasurer and Secretary to be called the Executive Committee at the annual election.
- 11 The Committee may at their discretion co-opt from time to time, as circumstances may require, additional members who may or may not be members of the Association to assist or advice the Committee on any particular subject.
- 12 The Committee shall meet not less than eight times a year. The quorum for any meeting of the Committee shall be not less than six members. If the Chairman and Vice-Chairman are not present at a meeting the Committee shall elect a Chairman for that meeting. Committee Members are expected to attend all Management Committee Meetings.
- 13 The Committee may appoint sub-committees to deal with particular subjects or activities as necessary and in doing so shall specify their terms of reference and authority. Subcommittees shall report to the main Committee where approval for projects or guidance on policy is required. All members elected are expected to attend the RSA office weekly. In addition to their specific committee duties and to assist in all functions. If in the opinion of the committee any members fail to discharge these duties, or do not attend three consecutive meetings without reasonable cause, they may by Resolution and a vote of two thirds of the members present, to be asked to resign.
- 14 The procedure for the election of Members of the Association to the Committee shall be as follows:
  - a) The Secretary shall notify all Members of the Association when vacancies for Committee Members occur. Any Member may nominate in writing any other member for election to the Committee, provided this is agreed by the Member nominated and seconded by one other Member. Nomination and ballot forms for the election of the Committee Member to be available from the office of the Management Committee, at Provincial Centres, and at Association Days, after due notice on the RSA website.
  - b) Nominations shall be sent to the Secretary, who shall notify the nominations to all Ordinary Members of the Association via the RSA Website. A vote will be taken, voting forms being made available for all Members who request them.
  - c) When vacancies occur within six months instead of the above procedure the members who hold the highest number of votes next to the last member elected at the election shall be offered the vacancies.

## **SUBSCRIPTIONS**

- 15 In order to raise funds for the purpose of the Association, there shall be a life subscription. The amount of the life subscription shall be reviewed annually by the Committee prior to the Annual General Meeting to take account of changes in the cost of living.

## **ACCOUNTS**

- 16 a) The Treasurer shall keep such books of accounts as will enable him/her to present to the membership an audited income and expenditure account for each financial year and a balance sheet as at the last day to present to the membership.
- b) The Treasurer shall not be responsible for the accounts of the Provincial Centres.

## **GENERAL MEETING**

- 17 The Annual General Meeting of the Association shall normally be held annually. At least 14 days notice in writing of the meeting shall be notified on the RSA website.
- 18 The Chairman of the Committee, or at least five members of the Association by written request to the Chairman of the Committee may summon a Special General Meeting of the Association. Similar notice to that of the Annual General Meeting shall be given to all Members, together with details of the business to be discussed at the Special Meeting.

## **AMENDMENT OF THE CONSTITUTION**

- 19 Amendment of this Constitution may be made by the Association only at its Annual General Meeting or any Special General Meeting by a majority of two thirds or more of the members present and a vote will be taken.

## **DISSOLUTION**

- 20 The Association may be dissolved at any time by a Resolution passed by a two thirds majority of those present and voting at an Annual General Meeting or special General Meeting of the Association. The Secretary shall advise all members via the RSA website at least 21 clear days notice of such Resolution prior to the meeting
- 21 Where a Resolution is passed in accordance with paragraph 20 above, the disposal of any assets held by or in the name of the Association will be given to charities agreed by members attending the meeting.

Amended 1 November 2022.