



# Aviation Preservation Society of Scotland

(Founded 1973)

Member of the British Aviation Preservation Council

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Reg. Charity No SC033307

1<sup>st</sup> October 2007

## 1. Name :

The name of the Society shall be the Aviation Preservation Society of Scotland.

## 2. Objects :

The objects of the Society shall be to advance the education of the public in aircraft and aeronautical artifacts of historical, technical or other interest and in the furtherance thereof, but not otherwise:

- a) locate, recover and preserve aviation relics;
- b) promote the preservation of aircraft and aeronautics and the construction of articles to that end
- c) promote and protect Aviation Heritage ;
- d) provide advice and guidance to members on techniques of preservation, research and other appropriate matters and to co-ordinate the activities of members;
- e) liaise with other aeronautical bodies and publicise the aircraft preservation movement;
- f) co-operate with other organisations aviation groups and organisations to mutual advantage.
- g) encourage persons to take an active interest in aviation matters.
- h) assist with the preservation of the National Collection of Aircraft and Aviation Heritage.
- i) to do all other such things as are charitable in law

## 3. Membership

There will be two normal categories of members namely, Members and Working Members. Membership is open to all who share the objects of the

Society. Working Membership is open to all Members who wish to take an active part in the work of the Society. Entry is subject to interview by a panel and acceptance of the candidate by one of the Section Leaders.

The Committee shall also be authorised to bestow Honorary life membership on deserving individuals

The Committee shall have the right to refuse, withdraw or suspend the membership of any person whose activities or behaviour is deemed to be contrary to the objects or the interest of the Society. (Any such person may appeal against this decision at the next Annual General Meeting.)

#### **4. Decisions**

The Committee shall be responsible for routine management of the Society's activities. Major or strategic decisions must be approved by a majority of present, paid-up Members at a General Meeting. The Chairman shall have the power to exercise the right of a casting vote. A quorum of such a meeting shall be deemed to be twenty five paid-up Members or Working Members.

#### **5. Officers**

The Society shall elect the following members to the Committee: Chairman, Secretary, Treasurer, Membership Secretary and one other Working Member. The terms of service shall run for a period commencing at one Annual General Meeting for three years, after which they will normally step down unless a replacement cannot immediately be found. In that eventuality they may be re-elected on an annual basis. Section Leaders/Co-ordinators will be chosen by Sections and like Officers will serve a three year period on the Committee. However, Section Leaders/Co-ordinators may continue after re-election by Sections.

The responsibilities of the Chairman, Secretary and Treasurer and set out in Appendix A.

#### **6. Liability**

The Society, its Committee or individual Members shall not be liable for loss or damage suffered by any person or property incurred by or as a direct result of the Society.

#### **7. Funds**

Each Member shall contribute that sum annually decided by the Committee. Additional funds may be raised by legal means. The Treasurer shall make available books, given reasonable notice, showing the transactions of the Society to any Member when requested. The Society shall appoint a Bank to hold its funds. Operations on all accounts must be made by any two of four assigned signatories. An Independent Examiner shall be appointed who is not a Committee Member.

## **8. Assets**

The Committee shall have the power to acquire any assets. Disposal of assets shall only be made after the agreement of at a General Meeting.

## **9. Society Year**

For the purposes of administration, financial, accounting and membership fees, the year of the Society will run from the 1<sup>st</sup> of April one year to the 31<sup>st</sup> March of the next year.

## **10. General Meeting**

An Annual General Meeting shall be held within the period April to September. In addition, further Special General Meetings shall be held if necessary. A Special General Meeting shall be called by the Secretary on the written requisition signed by at least six members entitled to vote and stating the reasons for which the meeting is required, Only business specified in the request will be conducted at a Special General Meeting. Not less than two weeks written notice of any business shall be given.

## **11. Amendment to the Constitution**

No changes shall be made to the Constitution other than by a majority decision of present and paid-up voting members at the Annual General Meeting or at an other Special General Meeting called for that purpose. No amendment shall be made which will cause the Society to cease to be a Charity.

## **12. Dissolution of the Society**

In the event of dissolution of the Society, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Society but shall be given or transferred to a recognised charitable organisation(s) having objects similar to those of the Society.

## *Appendix A*

### *Job Descriptions of Office Holders*

#### *1. Chairman.*

*The Chairman shall,*

- *Chair Committee and other Society meetings*
- *Be responsible for on-going review of the Society's policies and well-being, and for innovating appropriate changes, subject to approval by the Committee*
- *Ensure that Members interests are properly addressed.*
- *Make an annual report to the Committee and to the AGM.*

#### *2. Secretary*

*The Secretary shall,*

- *Arrange the Annual General Meeting, routine Committee meetings, and any requested Special General Meetings.*
- *Ensure that proper records of such meetings are taken, communicated to Members and archived*
- *Chair meetings in the absence of the Chairman*
- *Ensure that Members are informed of developments by means of Secretaries Notices*
- *Deal with the Societies correspondence*

#### *3. Treasurer*

*The Treasurer shall,*

- *Keep proper financial Accounts*
- *Prepare an Annual Financial Report for presentation at the Annual General Meeting*
- *clear all purchases by the Society.*