

West Wales Network Constitution

Definitions:

- 1) Network: the group of Participating u3as.
- 2) Aims: the outcomes that are desired from the Network.
- 3) Delegate: the u3a member selected to represent a participating u3a.
- 4) Committee: a committee formed from the representatives.
- 5) Officer(s): member(s) of any of the participating u3as who has been elected to carry out a specific role within the Network.

Constitution:

1) Name

The Network will be known as u3a West Wales Network.

2) Aims of this u3a Network are:

- a) To foster and maintain contacts with neighbouring and local u3as.
- b) To provide practical support in reaching common goals.
- c) To enhance the range of activities and events available to members of u3as within the network.
- d) To maintain links with other Networks, Wales region and the Third Age Trust.
- e) To be a forum for exchange of news, information, events and ideas.
- f) To 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) To encourage links between interest groups of individual member u3as for sharing information, skills and experience, and organising special events/projects on a Networkwide basis.
- h) To encourage minority interest groups or study days which are difficult for individual u3as to support.

3) Membership:

- a) Membership is aimed at u3as in West 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 officers shall be a Chairman, Vice Chairman, Secretary and Treasurer, elected annually and serve for a period of 3 years. At the end of the Officer's three-year service, he or she may be re-elected for a further year if there is no proposal for a suitable replacement of that officer and the officer is willing to serve for a further year.
- b) Rotation of officers shall occur after the last meeting of the calendar year i.e the regular meeting agenda will take place before the election of officers at the AGM..
- c) The Vice Chairman is not to be from the same u3a as the Chairman.
- d) If no Vice Chair is nominated or elected at an AGM the Treasurer and Secretary may share this role. In this case 4.c shall not apply.

5) Management:

- a) The Network will be run by a committee of representatives from participating u3as and the elected officers..
- b) Each u3a will have one vote at Network Meetings.
- c) Each u3a will be represented by up to 2 named representatives plus 1 other from their membership. Substitute representatives will be permitted to attend meetings and will have the same standing as the representatives they replace.
- d) Representatives will be expected to represent their u3as but will also be expected to contribute to the running of the Network.
- e) The Committee will decide on the necessary officers and structure that will be needed to run the Network.
- f) Officers will be elected at a Network Meeting.
- g) At least 21 days notice must be given for any Network Meeting.
- h) Decisions will be made at the Committee meetings by a simple majority of those representatives present, but with only one vote per u3a.
- i) For decision making there must be a Quorum of a 50% representation of the member u3as
- j) The Wales Trustee shall be invited to attend Network meetings but without a voting right.

6) Finance:

- a) The Committee will, through the officers they elect, be responsible for the finances of the Network.
- b) All Network activities shall, as far as possible, be self-financing.
- c) Each participating u3a shall contribute a capitation fee of £0.10p per member, to cover the expenses incurred in carrying out the business and activities of the Network. Payable annually in July. This could be reviewed as and if required.
- d) Capitation fees payable to the Network shall be tendered by cheque to the Treasurer or via BACS
- 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 January.
- h) An independent examiner shall be asked to scrutinise the annual statement.

7) Constitution:

- a) This constitution provides a framework to enable the Network to operate. It remains in force until replaced or amended by a delegate meeting.

8) Dissolution:

- a) The network may be dissolved by a majority vote at a Delegate Meeting
- b) Any surplus or deficit will be the equal responsibility of the u3as in membership of the Network. This should be given out or collected from the u3a branches using the same method as the capitation is calculated. (Pro rata to number of members in the branch)