

# **GWENT GUILD OF WEAVERS,SPINNERS AND DYERS**

## **CONSTITUTION AND RULES**

### **CONSTITUTION**

1 The Guild shall be called.....

THE GWENT GUILD OF WEAVERS,SPINNERS AND DYERS

2.The object of the Guild is for the presevation and improvement of craftsmanship in hand weaving ,spinning and dyeing for the benefit of members and the promotion of public awareness in such craftsmanship.

### **RULES**

#### **1.Membership**

a.Persons who are genuinely interested in the three crafts of weaving, spinning and dyeing shall be eligible to join.

b.There shall be two levels of membership, Full Member and Affiliated Member.

c.Notice of registration shall be given ,in writing ,to the Hon.Secretary

d.The Guilds year shall run from 1st November to 31st October.

#### **2.Subscriptions**

a.Fees shall be negotiable yearly, at the Annual General Meeting.

b.Renewal of membership fees shall be payable from 1st October to the 1st November.Failure to do so will result in forfeiture of full membership.If,by the time of the AGM .,there is a change of mind,and membership is not required,a full refund will be made.  
Admission to Guild will then cost £5 per visit.

c.New members must pay their membership fee within 28 days of their first attendance at Guild,otherwise admission to Guild will cost £5 per visit.

#### **3.President**

The position of the President shall be by invitation of the Guild membership.

#### **4.Officers and Committee Members**

a. The Committee shall consist of ten members elected from the membership, with terms of office lasting for a maximum three years before re-election, Chairman,Vice Chairman, Hon.Secretary, Treasurer and minimum of six other members to include Exhibition Secretary, Librarians, Programme Secretary and Public Relations Officer.

b.All posts shall be elected at the Annual General Meeting by ballot of members.

c.Any committee member who neglects the duty of their office without valid reason will be asked

to resign from the committee.

## 5. Elections

a. The Hon. Secretary shall give written notice of one calendar month to all Guild members prior to the AGM.

b. Nominations must be received by the Hon. Secretary at least 14 days before the AGM, but any vacancy that occurs during a term of office may be filled by the committee.

c. Nominees must have signified their willingness to serve before the nomination is sent to the Hon. Secretary.

## 6. Meetings

Meetings held on the first Saturday of every month shall, as far as possible, be reserved for workshops and speakers and shall include time set aside for Guild business. There will be no meeting on the first Saturday in January or August.

### Committee Meetings

A quorum shall be five.

### General

a. Members unable to attend meetings shall be entitled to a postal or proxy vote, by informing the Hon. Secretary of their intentions before the meeting.

b. Voting shall be by show of hands for general items and committee members but by ballot when electing officers or when voting on controversial matters.

c. At all meetings the Hon. Secretary shall read the minutes of the last "formal" meeting unless they have been issued to members beforehand.

d. All members will be asked to speak through the Chairman.

e. All proposals will need a proposer and one seconder.

f. Normal rules of debate will apply: *i.e. proposer to speak, members to have their say for and against, proposer then has the right to reply followed by a vote. Votes for and against, and abstentions, to be counted by two tellers.*

g. Changes in the Constitution require one proposer, one seconder and two-thirds majority to be in favour to be carried.

## 7. Accounts

a. The accounts of the Guild shall be kept in an orderly manner and be open for inspection at each meeting.

b. They shall be audited once a year before the AGM by an auditor or sub-committee appointed for the purpose and shall be submitted to the AGM for approval.

c. The Treasurer shall be responsible to the committee for the disbursement of all monies and for

banking all funds not immediately required.

d. Cheques shall be signed by any two of the Chairman, Vice Chairman, Treasurer and Hon. Secretary.

e. Expenses incurred by officers or members in carrying out the affairs of the Guild may be refunded at the discretion of the Guild.

#### **8. Affiliated Membership**

The following shall apply to those wishing to be associated with the Guild, but not taking an active part:

a. An equal charge shall be paid for workshops, speakers and exhibitions.

b. Affiliated members cannot take a workshop place over a full member.

c. There is no priority to use Guild workshop equipment.

d. Affiliated members do not have voting rights.

e. Affiliated members cannot borrow equipment or books.

f. Affiliated members cannot use the Guild room unless a full member is present.

#### **9. General**

a. No member may carry on a trade in the name of the Guild.

b. No member shall publish anything in the name of the Guild without the sanction of it.

c. No alteration or addition shall be made in the constitution or rules unless the same has been agreed upon by a meeting called for the purpose.

d. In the event of dissolution, the remaining funds shall be transferred to a society having similar objectives, or other purposes approved by H.M. Charity Commissioners.

e. Documents should be sent to the Library of Contemporary Culture Records, Queens College, Cambridge.

The above was adopted at the Extraordinary General meeting held at Greenmeadow Community Farm, Cwmbran, Gwent on 12th December 2009 and supersedes the six previous constitutions made on June 26th 1993, February 4th 1992, February 20th 1979, an unspecified date in 1976, April 27th 1957, and March 16th 1957, and all amendments recorded in minutes.