

OXFORD UNIVERSITY WALKING CLUB

AGENDA FOR THE TERMLY GENERAL MEETING OF TT TERM 2011

TO BE HELD AT G&D'S CAFÉ, ST. ALDATES, OXFORD ON WEDNESDAY 22nd
JUNE 2011 AT 8PM

1. APOLOGIES FOR ABSENCE
Robert Siddaway
2. READING OF THE PREVIOUS TGM MINUTES (HT 2011)
3. OBJECTIONS TO THE PREVIOUS MINUTES
4. MATTERS ARISING FROM THE PREVIOUS MINUTES
5. OFFICERS' REPORTS
 - PRESIDENT
 - SECRETARY
 - TREASURER
 - TRIP AND SAFETY COORDINATOR
 - OTHERS
 - ALUMNI SECRETARY
 - ARCHIVIST
 - MEMBERSHIP SECRETARY
 - QUARTERMASTER
 - SOCIAL REPRESENTATIVE
 - WEBMASTER
 - IT OFFICER
6. SPECIFIC IMPORTANT BUSINESS
 - (a) **Motion presented: approval of bank withdrawals.**

Proposed: Alan Iwi

Seconded: Imogen Wade, Robert Siddaway

Background

Cheques drawn on the Club's bank account have to be signed by two people. The Club may be getting internet banking facilities which will make it technically possible to make withdrawals (e.g. via bank transfer) authorised by only one person. This proposal ensures that all such withdrawals must still be approved by two people as a matter of policy.

Proposed changes

Adopt a rule that all withdrawals from the club's bank account that are not already required by the bank to be authorised by two people must have the consent of two of the club's Officers (as defined in paragraph 14b of the constitution), one of whom must be the treasurer unless there is a reasonable need to make the withdrawal at a time when the treasurer is unavailable, and the treasurer is to keep a record of who has approved each withdrawal. If this motion is passed, this rule is to be noted in the relevant Terms of Reference, stating that it was passed at a General Meeting so can only be changed at a further General Meeting.

(b) Motion presented: cancellation period for new Club memberships.

Proposed: Alan Iwi

Seconded: Robert Siddaway, Imogen Wade

Background

Although membership offers a range of benefits, some people may wish to sign up for membership only in order to go on a trip in a particular term. Currently they would have to pay for membership but may still not be successful in getting on any trips. This proposal would give people the right to cancel their membership in that situation, provided that they do so promptly, and so hopefully remove a risk that might discourage signing up in the first place.

Proposed changes

Adopt a rule that memberships taken out during first or second week of any term may be cancelled with full refund if requested by the end of second week of the same term, provided that the member has not got places on any trips nor made any other use of the membership meanwhile. On cancellation of membership, any places on reserve lists for trips, as well as any place on the priority list for trip allocation in future terms, will be forfeit.

(c) Motion presented: rules regarding leader training subsidies.

Proposed: Alan Iwi

Seconded: Robert Siddaway, Imogen Wade

Background

We are often short of leaders. Trips sometimes get cancelled because of lack of leaders and for other reasons, as happened this term. The Club subsidises part of the cost of leader training, which helps. Half of this subsidy is, for good reason, only paid once the leader subsequently leads on trips (a quarter for each of the first two trips). This motion says that a trip which the leader signs up for but which get cancelled should still count. It should help to make leader training more attractive by removing an element of risk as to when the subsidy will be paid.

Proposed changes

Adopt a rule that if a leader signs up for a trip which would qualify for him/her to receive a portion of the training subsidy, that portion is payable if either:

- a) the trip actually goes ahead and that leader leads on it; or
- b) the leader signs up and pays before the trip places allocation meeting, does not pull out of the trip, and it is decided during or after that meeting to cancel the trip.

d) Motion for ratification: creation of training officer

Proposed: Alan Iwi

Seconded: Robert Siddaway, Jaya John John

Background

This motion was passed with 9/9 in agreement at the last TGM (HT11).

Wording as per motion (a) from last time, but also add that in paragraph 11 change "thirteen" to "fifteen" as per the amendment agreed during the meeting and noted in the minutes.

Proposed change

In paragraph 11, change:

"thirteen" to "fifteen"

In paragraph 14, delete:

A member may be proposed for, but may not hold, more than one office.

In paragraph 14(b), delete:

, called the Officers

In paragraph 14(c), after:

vi. an Alumni Secretary

add:

vii. An IT Officer,

viii. A Training Officer

14d. The Officers of the Club shall be those listed in paragraph 14(b), regardless of the title of any post listed in paragraph 14(c). A member may be proposed for more than one post, but may not hold more than one Officer post.

In paragraph 2(f)(i), delete:

. By default, the IT Officer is the Webmaster unless the committee designates another committee member

In paragraph 33 (meetings of the committee), after:

decisions shall be taken by simple majority

add:

, each Committee member present having one vote irrespective of how many posts he or she holds

Paragraph numbering above is prior to any ratification of the separate motion regarding quoracy; renumber as applicable.

(e) Motion for ratification: changing the constitution to clarify the limits of general meetings voting on amended motions and “any other business”

Proposed: Alan Iwi

Seconded: Robert Siddaway, Jaya John John

Background

This motion was passed with 8/9 in agreement at the last TGM (HT11).

Proposed changes

Replace:

7c. consider any motions of which notice has been given of not less than seven days and has been submitted to the Secretary, in writing, by at least three members of the Club, and any other relevant business.

with:

7c. consider any motions of which notice has been given of not less than seven days and has been submitted to the Secretary, in writing, by at least three members of the Club. The Meeting may vote to amend motions and to pass amended motions, but the minutes must show both the original and amended versions, and the decision may be declared Advisory as defined in paragraph 7(d) if, on appeal by at least three members of the Club, the Senior Member determines that the amendment introduced substantially new business or increased the overall effect of the motion;

7d. consider any other relevant business. Any decisions taken without a motion shall be Advisory. Any Advisory decision shall be held to represent the majority opinion of those present, but not necessarily of the overall membership, and shall be not binding nor confer additional powers on Committee

7. ELECTIONS TO COMMITTEE

SENIOR MEMBER: Kevin Hilliard (Nominated by Robert Siddaway; Seconded by Jaya John John)

PRESIDENT: Nominations will be taken from the floor during the meeting

SECRETARY: Robert Siddaway (Nominated by Jaya John John; Seconded by Juan Guan)

TREASURER: Nominations will be taken from the floor during the meeting

TRIP AND SAFETY COORDINATOR: Nic Freeman (Nominated by Jaya John John; Seconded by Juan Guan)

ALUMNI SECRETARY: Nominations required 24 hours before the TGM, otherwise will be taken from the floor during the meeting.

ARCHIVIST: Nominations required 24 hours before the TGM, otherwise will be taken from the floor during the meeting.

MEMBERSHIP SECRETARY: Kathyrm Newton (Nominated by Juan Guan; Seconded by Jaya John John)

QUARTERMASTER: Nominations required 24 hours before the TGM, otherwise will be taken from the floor during the meeting.

SOCIAL REPRESENTATIVE: Nominations required 24 hours before the TGM, otherwise will be taken from the floor during the meeting.

WEBMASTER: Nominations required 24 hours before the TGM, otherwise will be taken from the floor during the meeting.

IT OFFICER Nominations required 24 hours before the TGM, otherwise will be taken from the floor during the meeting.

Note: A person can stand for, but may not hold, more than one position.

Nominations for unfilled posts will be taken from the floor of the meeting.

8. AOB

9. TRANSFER OF POWER