

THE BERGMAN ÖSTERBERG UNION CONSTITUTION

1. Title

The organisation shall be called
'THE BERGMAN ÖSTERBERG UNION' (BÖU).

2. Objectives

- I. To champion the legacy of Martina Bergman Österberg.
- II. To provide opportunities for members to share, support and promote the social and educational values espoused by Martina Bergman Österberg.
- III. To promote and ensure the storage, protection and development of the Bergman Österberg Union Archive.

3. Constitution

The BÖU shall consist of Full Members, Associate Members and Honorary Life Members as defined in point 12 (Membership).

4. Administration

The Administration shall be vested in:

- i. The Members in General Meetings
- ii. An Executive Committee

5. General Meeting

General Meetings shall comprise the following with power to vote:

- i. Full Members
- ii. Officers
- iii. Honorary Life Members

Other members may attend, but may not vote and can speak only at the invitation of the Chair.

6. Annual General Meeting (AGM)

The Executive Committee shall decide the date and venue of the AGM and shall give at least 6 weeks' notice of this to its members. The business of the AGM will comprise:

- i. The Minutes of the previous meeting.
- ii. Announcement of election of Officers and Committee for the ensuing year.
- iii. Consideration of Reports from the Committee, Finance and Accounts and other Reports.
- iv. To fix the remuneration of an Independent Auditor to examine the accounts.
- v. Any proposed amendments to the Constitution.
- vi. Any ordinary or special business of which notice has been given.
- vii. Consideration of future plans.

7. Quorum

The Quorum shall be 12 persons present and entitled to vote. If a quorum is not present, the meeting stands adjourned to the same day, time and place the following week. Should a quorum not be present, those members present shall be a quorum and may transact the business called upon.

8. **Voting**

Questions submitted to a meeting shall be decided by a show of hands from fully paid up members. If votes are equal, the Chair shall have the casting vote.

9. **Extraordinary General Meeting**

The Executive Committee may, when it thinks fit, convene an Extraordinary General Meeting and shall do so on a written request from not fewer than twenty members entitled to vote. Such a meeting must be convened within 14 days of the request, otherwise those signing the request may convene the meeting. No less than 14 and no more than 28 days notice must be given to Members. The notice must state the special business for which it is called and no other business shall be transacted.

10. **The Executive Committee and Officers**

- i. All Members are eligible for election to office or to serve on the Committee.
- ii. There shall be three officers – the Chair, Secretary and Treasurer who shall be elected for a period of three years retiring in rotation and be eligible for re-election.
- iii. Up to 6 Committee Members shall be elected annually and eligible for re-election.
- iv. Four members shall form a quorum (to include at least one Officer).
- v. Individuals may be co-opted and shall be eligible to vote.
- vi. The Committee will take office the day after the Annual General Meeting.
- vii. The Committee shall meet when required by the Chair.

11. **Powers of the Committee**

- i. The Committee shall have the authority to undertake actions and decisions concerning the smooth running of the organisation as required by the Constitution and by Members in the Annual General Meeting.
- ii. They may set up working parties for specific tasks to be managed appropriately, each to be given a specific brief where terms of reference are agreed; financial agreements to be negotiated and, from each, reports must be received at Committee and General Meetings.
- iii. The Committee may fill any vacancy until the following AGM.

12. **Membership**

- i. Full Members shall be trained at The Bergman Österberg Physical Training College (later known as Dartford College of Physical Education, Dartford College of Education, Thames Polytechnic, The University of Greenwich) and former members of staff. They shall pay the appropriate subscription.
- j. Associate Members shall be those not eligible for Full Membership, but sympathetic to the Objectives of the Union. They shall pay the appropriate subscription.
- iii. Honorary Life Members
The AGM shall have the power to elect any person who, in the opinion of the Committee, has given outstanding service to the Bergman Österberg Union. Nominations must be proposed and seconded by Full Members and such members will pay no subscription and shall have full voting rights.
- iv. President, Vice President(s), Patron
The AGM shall have the power to elect as President, Vice President(s) and Patron any person who, in the opinion of the Committee, has continued to support and contribute to the development and well being of the BÖU. The result shall be decided by a straight vote, no discussion being permitted. All three shall automatically become Honorary members.

Any member who wishes to resign shall give notice to the Secretary and her/his name shall be removed from the register.

13. Finance

- i. The financial year shall run from 1st Jan to 31st Dec. An audited statement of accounts will be prepared annually and presented to the AGM.
- ii. The Annual Subscription due from Members shall be determined by the Committee and ratified by the AGM and passed by three quarters of the majority of the members present and entitled to vote.
- iii. In exceptional circumstances, the Committee shall have the power to waive Members' subscriptions.

14. Alteration to the Constitution

No alteration to the Constitution shall be made except at an AGM by a resolution of three quarters of the Members entitled to vote present, provided the notice convening the meeting shall specify the nature of the proposed alteration, variation or addition.

15. The Benefit Fund

The money raised during the lifetime of the late Madame Martina Bergman Österberg formed the nucleus of a fund to be applied for charitable purpose as defined in a Declaration of Trust dated the twenty-first day of July, one thousand, nine hundred and fifteen.

The Committee of the Union shall have the power to receive donations for the Benefit Fund, and may also set aside any surplus monies of the Union for the Fund.

The capital of the Benefit Fund shall be officially administered by no fewer than three Trustees who must be members of the Union, and the Committee of the Union has the power to appoint Trustees and a Treasurer to fill vacancies when necessary.

The accounts of the Fund shall be kept wholly separate and distinct from the General Funds and Accounts of the Union.

16. Dissolution

The Union may be dissolved by Resolution, notice of which has been given in a circulated agenda to all members, and passed by a three quarters majority of those present and entitled to vote and voting. No such proposed Resolution shall be considered unless it includes provision for the discharge of the liabilities and disposal of the Assets of the Union.

THIS CONSTITUTION WAS ADOPTED AT THE AGM ON 2ND SEPTEMBER 2017.

CHANGES TO THE CONSTITUTION

The proposals to amend items 10(ii) and 10(vi) in the BÖU constitution were agreed by a resolution of over three quarters of the members present at the AGM on 7th September 2019, as per the rules of the constitution.

10 (ii) now reads "There shall be four officers - The Chair, Vice Chair, Secretary and Treasurer."

10 (vi) now reads "Any newly elected Treasurer will take office at the beginning of the new financial year (the outgoing Treasurer having completed the year and prepared the end of year statement of accounts)".