

London IBM Retirees Club (the “Club”)

Constitution

1. Introduction

The Club is an unincorporated association. It is self-governing and not for profit.

2. Objective

The objective of the Club is to organise events and activities for its Members and their guests.

3. Membership

The Club’s Members are: IBM retirees, their surviving spouses/partners, IBM employees and (by invitation only) anyone else who wishes to join, subject to approval by the Committee.

The Club does not charge a membership fee, but could at a later date do so, if approved at an Annual General Meeting or an Extraordinary General Meeting.

4. Management

The Club will be managed by a Committee, to be elected (or confirmed) at each Annual General Meeting, and it will consist of a Chairman, Secretary, Treasurer (each, an “Officer”) and at least two other Members. The Committee may co-opt other persons as Officers or Committee Members at its discretion.

Five Members, including at least one Officer, shall form a quorum required for any Committee meeting to take decisions.

The Committee will meet at least three times each year, and the dates of its planned meetings shall be published on the Club’s website at www.retireelondonclub.org, or shall otherwise be notified to Committee Members, no fewer than 21 days in advance. Meetings of the Committee will be minuted.

Committee Members shall not be remunerated for their work or time in support of the Club and its activities, but they shall be entitled to repayment of properly-approved and documented expenditure incurred by them in support of their activity in support of the Club and its activities.

5. Election of Committee

The Committee will be elected (or confirmed) at each Annual General Meeting. Committee Members will hold office for one year, and may stand for re-election in subsequent years.

6. Responsibilities of Officers

The Chairman will chair Committee meetings. In the Chairman’s absence, the Committee shall elect a Member to act in his or her place.

The Secretary will convene and minute meetings of the Committee, as well as of Annual General Meetings and Extraordinary General Meetings.

The Treasurer will keep the Club’s accounts and prepare financial reports.

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7. Finances

Monies (including any surpluses) received will be applied towards the pursuit by the Club for the benefit of its Members of the Club’s objective, as specified at paragraph 2 above.

The Treasurer will prepare an annual statement of accounts for the year ending 31 December, and will present this statement of accounts to the Annual General Meeting in the following year.

8. Annual General Meetings (AGMs)

An AGM must be held by 30 April each year, and publicised to Members at least six weeks in advance.

The AGM will include reports from the Chairman and the Treasurer. Additional resolutions or questions may be submitted by Members at least three weeks in advance.

Only Members may vote at any AGM; all AGMs will be minuted.

9. Extraordinary General Meetings (EGMs)

An EGM shall be convened at the request of either the Committee or upon receipt of a written request addressed to the Secretary from at least thirty Members. The resolution(s) submitted with any such request shall be the only subject of any such meeting.

Only Members may vote at any EGM; all EGMs will be minuted.

10. Constitution Changes

This Constitution may only be changed by a resolution passed at an AGM or EGM that obtains a simple majority vote.

11. Responsibilities of Club Members

Each Member is required to conform to this Constitution when participating in Club events and activities. The Committee may suspend or withdraw membership of the Club from any Member whose conduct in its opinion is prejudicial to the interests of the Club.

12. Risks & Liabilities

The Club does not provide any insurance cover in respect of Club events and activities, including personal accident or injury cover. Members and their guests participate in Club events and activities entirely at their own risk.

13. Membership-Related Personal Data

All personal data (including but not limited to the name, identification number, email address, home address and telephone numbers of individual Members and (where applicable) their guests) that is stored by or for the Club will be held securely by the Club or on its behalf, and may be used solely for Club-related purposes.

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14. Dissolution of the Club

The Club may be dissolved at an EGM of the Club by a resolution supported by three quarters of those present. In such event, the Committee will remain in place to ensure an orderly dissolution.

Any surplus funds held by the Club in the event of the Club’s dissolution will either be carried forward to a successor Club; distributed between registered Members at the date of the EGM; or to a charity agreed at the EGM.