

# CONSTITUTION OF THE BRITISH ASSOCIATION OF SEOUL

## **1. Name**

The group shall be known as the British Association of Seoul commonly known as BASS, hereinafter BASS or the 'Organisation'.

## **2. Purpose**

The purpose of the BASS is to provide an opportunity for regular meetings, to encourage friendship amongst foreign residents in the Republic of Korea and to support local charities & other worthy causes.

## **3. Membership**

### **3.1 Full Membership**

Membership of BASS shall be open to individuals resident in Republic of Korea who are holders of British passports or are British by birth or are spouses of British subjects.

### **1.2. Associate Membership**

Associate membership of the BASS, conferring the same rights & costs as Full Membership, shall only be restricted if it exceeds our Full Membership. However, no Associate Member, once accepted as a member of the BASS, shall be required to resign that membership purely because Associate Membership temporarily exceeds the Full. Associate Membership shall be open to those who are involved with the British community in Korea or who have an interest in the aims of the Organisation.

Associate membership will be granted or renewed by the committee, with a simple majority, at its sole discretion.

1.3. Membership (full or associate) will include the partner of the member.

### **3.4 Honorary Membership**

The committee may award Honorary memberships. Honorary members will not have voting rights.

## **2. Membership Subscription**

The annual subscription shall be payable in every September, or at the time of joining, the rate being set and agreed upon by the committee.

All memberships expire on August 31<sup>st</sup> each year.

## **3. Officers**

5.1 The President shall be British and, whenever possible, have served as a committee member for at least one year.

1.2. The BASS shall have the following elected officers: President, Vice-President, Secretary, Treasurer and Welfare. These officers will be elected at the Annual General

Meeting. The President may, in consultation with other elected officers, appoint further committee members as required.

- 1.3. The committee shall be responsible for establishing policy, approving the appointment of professional and other staff and otherwise managing the affairs of the Organisation.
- 1.4. Officers shall serve for a period of one year and may be re-elected.
- 1.5. Officers elected shall take up office after the Annual General Meeting.
- 1.6. Associate members shall constitute no more than 30% of committee members.
- 1.7. The President may fill the vacancies of elected officers on the committee that occur between Annual General Meetings and nominate temporary replacements in the event of prolonged absence or illness.
- 1.8. In the event that the President's position becomes vacant during their elected period of office, the elected Vice President will assume the role of President until the next Annual General Meeting, whenever allowed within the constitution.
- 1.9. A committee shall form a quorum when 51% of committee members are present.
- 5.10 The spouse of the Ambassador of the British Embassy to the Republic of Korea shall be invited to accept the position of Honorary Patron. This position will have full voting rights.

## **2. Meetings**

- 6.1 The BASS, will normally hold its regular meetings on the 4th Tuesday of each month from August through to May.
- 1.2. The Annual General Meeting shall be held in January at which time the President's, Treasurer's and Welfare representative's reports will be presented or made available to members.
- 1.3. For decisions requiring a vote of the membership 30 members or 20% of the membership, whichever is the smaller number, shall constitute a quorum.
- 1.4. The committee shall meet at least once a month to conduct the business of the BASS.

## **2. Allocation of funds for charity**

- 7.1 Recommendations for allocation of funds for charity may be made by any member. Members may submit a worthy cause to the committee for consideration at any time.
- 1.2. The committee shall decide what proportion of funds shall be allocated. This will be based on investigations made by the Welfare Representative and which have been presented to the Committee. Should any charity not be selected, satisfactory reasons must be made available to the member who made the recommendation.

- 1.3. The committee retains the right to allocate emergency relief funds throughout the year.
- 1.4. Subsequent Committees must honour all charitable donation commitments made by previous committees.

## **2. Guests**

Members may bring guests to most meetings and a guest fee may be charged.

## **3. Amendments**

Providing a quorum is present, the constitution may be amended by a two-thirds majority vote of members present. A summary of the proposed amendments should be presented in a newsletter, letter or email no less than 21 days prior to the date of the next Members meeting. Copies of the full amendment proposals must be made available to members upon request.

## **4. Dissolution of BASS**

10.1 A resolution to consider dissolving BASS may be made by any member and must be presented in writing to the committee.

10.2 BASS may be dissolved by a two-thirds majority vote of the members present at a duly constituted Annual or Extraordinary General Meeting, providing a quorum is present.

10.3 In the event BASS is dissolved, any assets or holdings of the Organisation shall be distributed to local charities approved by the Committee.

CONSTITUTION ENDS

DATE November 2002

Last Updated: AGM Tue 29th Jan 2013