

THE NATIONAL ASSOCIATION OF BOAT OWNERS
CONSTITUTION AND RULES (November 1991)

1. The Association shall be known as the National Association of Boat Owners

2. The objects of the Association shall be as follows:
a) to provide effective representation for owners of vessels on Britain's Inland Waterways on any subject or matter which is relevant to the owners of such vessels.

b) to organise events, demonstrations, rallies or other activities which in the opinion of the Management Committee, will further the object in clause a) above, but not to organise or actively engage in any event which would in the opinion of the Management Committee bring the Association into disrepute.

3. In furtherance of the above objects, the Association shall have the following powers:

a) to assist financially or otherwise any appropriate bodies whether official or otherwise;

b) to promote by visits, meetings, publications, exhibitions or lectures, any of the above objects;

c) to secure publicity for the promotion of the objects of the Association;

d) to purchase or take on lease or in exchange, hire or otherwise acquire in any manner any real or other property;

e) to do all such other things as will further the attainment of the above objects.

4. All persons supporting the above objects of the Association as defined in clause 2, and owning a vessel capable of use on the Inland Waterways shall be eligible for membership subject to:

a) the persons not being corporate bodies or being representatives of such businesses or organisations whose aims may be, in the opinion of the Management Committee, incompatible with the objects of the Association.

b) being admitted by the Management Committee as members. The Committee shall have power to refuse any membership application, and no reason need necessarily be given, unless a formal request for a reason is made.

c) agreeing to being bound by this Constitution.

d) paying the subscription fee.

5. The Management Committee shall have power to elect to membership any other person they consider suitable for membership, subject to s4.c), or to co-opt to membership of the Management Committee such additional

members as is considered necessary. Such co-opted members shall be eligible to vote.

6. The Association shall:

- a) provide membership application forms.
- b) provide a copy of this Constitution on request to any new member or anyone seeking membership.
- c) levy and collect membership subscriptions as they fall due.

7. Membership of the Association shall lapse two months after failure of a member to renew his or her subscription.

8. The management of the Association shall be carried out by a Management Committee herein after referred to as "the Committee".

a) The Committee shall consist of not less than four and not more than sixteen Association members.

b) The Committee shall elect the Association's Officers who shall comprise a Chairman, Vice Chairman, Secretary and Treasurer. An Officer's title, eg "Chairman", describes the job, not the sex of the holder.

c) Members of the Committee shall be elected at the AGM and shall retire every year, but may offer themselves for re-election.

d) Those seeking election or re-election to the Committee shall be nominated by a proposer and seconder who shall be fully paid up members. The persons nominated shall endorse their willingness to stand for election. Nomination forms must be received by the Secretary not less than forty two days before the AGM.

e) In the event of a contested election a ballot of those present shall be held and two tellers appointed to collect and count the votes.

f) Any member seeking election to the Committee who is, or has been in the last 12 months prior to appointment to the Committee, a member of any management committee, or board of Directors or has held any position of influence during that time in any organisation which represents any user group connected with the Inland Waterways, or any organisation which obtains income from the Inland Waterways or from activities connected with the Inland Waterways, shall declare their interest at the time of being nominated for the Committee. In the event that no such declaration of interest has been made and such an interest is subsequently found to exist, then that person will be debarred from continuing to serve on the Committee.

9. The Annual General Meeting of the Association shall be held each year to:

- a) Receive the Chairman's report.
- b) Receive audited financial statements for the previous financial year ending on 31st March.

- c) Determine the Annual Subscription rates.
- d) Elect the Committee members.
- e) Appoint an Auditor. The Auditor shall be a member of a Professional Body recognised by the Companies Act 1985 as Auditors, but need not be currently registered as an Auditor. The Auditor must not be an Officer of the Association or a member of the Committee.
- f) Consider any proposed alterations to the Constitution.
- g) Deal with business brought forward by the Committee or members' resolutions. Such resolutions duly proposed and seconded must be received by the Secretary not less than forty two days beforehand, and shall be circulated to all members before the meeting.

9a. Members joining the Association less than 42 days before the AGM shall not be entitled to vote at that AGM.

10. A notice convening the AGM shall be sent to all members, together with an Agenda no less than twenty one days before the date of the meeting.

11. A Special General Meeting may be called by sending to the Committee a resolution or resolutions signed by at least 25 members, to be held within eight weeks of receiving such a resolution or resolutions.

- a) Notice convening this meeting shall be circulated to all members not less than fourteen days before the date of the meeting.
- b) The meeting shall consider the resolution or resolutions referred to above but shall conduct no other business.

12. Only fully paid up members over the age of eighteen years may vote at any General Meeting.

13. The Chairman shall call a meeting of the Committee as required but not less than once every three months.

- a) A special meeting of the Committee may be called on the written application of at least three of the Committee members.
- b) Any member of the Committee absenting himself or herself for three consecutive meetings without reason acceptable to the Committee shall be deemed to have resigned from the Committee.
- c) The Quorum at a meeting of the Committee shall be one third the number of the Committee members holding office at that time, but shall never be less than three, and shall include one of the Association's Officers.
- d) Vacancies on the Committee may be filled by the Committee, and any Association member thus co-opted holds office until the next AGM.
- e) The Committee may make rules of procedure not at variance with this Constitution
- f) The Committee is authorised to prepare a news sheet and other matter for members' benefit

g) The Committee may exclude from membership any member if there is evidence that the actions of the member are in opposition to the objects of the Association, or are likely to bring the Association into disrepute, providing that a resolution is passed by a two thirds majority of the Committee. Prior to exclusion the member shall be informed of the intention to exclude, and shall be given the opportunity to state his or her case at the next meeting of the Committee.

h) Minutes of all the Committee meetings shall be taken and shall be endorsed as a true representation at the following meeting of the Committee. All minutes shall be available for inspection by any member of the Committee, and by any member of the Association except for minutes involving personal matters relating to individual members which shall remain confidential.

i) Notice shall be given to every member of the Committee, and should be at least 14 days in advance of all meetings of the Committee. In special circumstances shorter notice may be necessary but shall never be less than 48 hours. Where less than 14 days notice has been given, the reasons for the short notice shall be recorded in the minutes of the meeting.

14. Alterations to this Constitution can only be made at the AGM or at a Special General Meeting, notice of which must specify any proposed changes. Any alteration to the Constitution must have a two thirds majority of those present voting in favour of the resolution, provided that no alteration is made to this clause, Clause 2 or clause 18.

15. The Treasurer shall have charge of the Funds of the Association. Accounts shall be paid on the signature of any two of the Officers of the Association.

16. The Association shall not accept donations or any other forms of benefit where such donations or benefits are given subject to conditions which could restrict the activities of the Association or where the Donor may obtain influence over the Association in consequence of giving the donations or benefits.

17. The Association may have a President who shall be invited by the Committee to hold office for the following year.

18. If on the winding up or dissolution of the Association there remains after the settling of all liabilities any property whatsoever, this shall not be paid to or distributed among the members of the Association, but shall be given to such a registered charity or charities established for similar charitable purposes as the Association shall decide.