



## **CONSTITUTION**

1. **Name** Short Stature Scotland
2. **Objectives** The aim of the group is to offer friendship, support and advice to all people with short stature, their families, friends and any interested professional bodies. We would like to have the opportunity to share our experiences of living with short stature to help lessen parents' apprehension of having a child with a growth condition. Furthermore, we would like to promote public awareness for increased understanding of people living with short stature.
3. **Membership** The membership will be open to people with any medical condition that causes short stature, their families, friends and any interested professional bodies.
4. **Membership Fee** Every member/family will be asked to contribute £5 per year to cover the cost of administration. This will be reviewed as the membership increases.
5. **Governing Committee** The following officers shall be elected at each AGM
  - Chair
  - Secretary
  - Treasurer

- In order to maintain good relations within the committee/members of the group, it is agreed that there should be open communication between committee/members of the group. If any problems of the committee/members should arise, then it should be brought to the attention of the committee and discussed openly.
  - All ideas, leaflets, bulletins etc. should be proposed to the committee before distribution.
  - Committee meetings will be held monthly.
6. **Voting** Each member of the committee will have a vote. Votes can be taken on a range of matters concerning the group, but will be made at prearranged meetings where the nature of the meeting will be outlined to the committee beforehand. Committee members' votes can only be cast in person at meetings and if they are not present they will not have a vote.
  7. **Terms of Office** The committee will serve 1 year in office. Election for a new committee will be held annually at the AGM and will be open to the members of the group. Election and voting papers will be distributed to the members prior to the AGM. If any member wishes to stand down before the end of their term, he or she shall inform the committee in writing or by e-mail.
  8. **AGM** An AGM shall be held annually not later than 4 months after the end of the Financial year (to be agreed). The committee shall give not less than 21 days' notice of the date fixed for the AGM. A quorum at an AGM shall be 6 members. Independently examined accounts shall be presented at an AGM for approval by membership.
  9. **Finance** Any money obtained by the group shall be used only for the group. Any bank accounts open for the group shall be in the name of the group. Any cheque issued shall be signed by at least two of any three nominated signatures. The Committee will ensure that the group stays within the budget.
  10. **Assets** None of the group's assets may be distributed or otherwise applied (on being wound up or at any other time) except to further its charitable purposes.
  11. **Amendments to the Constitution** The Constitution may be amended by a motion passed at an AGM by at least two thirds of the members present at the meeting.
  12. **Dissolution** The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting.
  13. **Assets on Dissolution** If on the winding-up of the group any property

remains after satisfaction of all the group's debts and liabilities, such property shall not be paid to or distributed among the members of the group; that property shall instead be transferred to some other charity or charities (whether incorporated or unincorporated) whose objects are similar (wholly or in part) to the objects of the group.