

Screaming Eagles Livening History Group
Constitution
2017/18

1. **Name:** The group shall be called ‘Screaming Eagles Living History Group’ “the Group”.
2. **Administration:** Subject to the matters set out below the Group and its property shall be administered and managed in accordance with this Constitution by the members of the Management Committee, (the “Committee”) (see clause [7]).
3. **Objectives:** The objectives of the Group are to promote and encourage an interest in the 101st US Airborne in the period 1943 - 45 by exchanging ideas and mutual assistance among members as well as organising and holding lectures, demonstrations, exhibitions and attending re-enactment events etc.
4. **Membership:** Any member of the public who is interested in the furtherance of the Groups Objectives may apply to the Treasurer and Membership Secretary for membership.
 - a. The membership is subject to approval by the Committee.
 - b. The membership shall be announced at an ordinary meeting of the Group.
 - c. Honorary members, may be elected at any Annual General Meeting. These may be revised at any subsequent Annual General Meeting (“AGM”).
 - d. A President shall be elected, by majority vote at an Annual General Meeting. The Presidential Term shall be a minimum of one year and may be varied at the discretion of the Committee.
 - e. The Committee may by unanimous vote revoke the membership of any member.
 - f. Members are entitled to admit guests for occasional events at the discretion of the Senior Officer at the event.
 - g. The Group is happy to accept junior members. However, all members under 18 must be accompanied to all meetings and events by a responsible adult.
 - h. The Committee may create classes of membership it deems necessary in the furtherance of the Groups’ Objectives.
5. **Subscriptions:**
 - a. Subscriptions shall be set at an AGM, or by a “Extraordinary General Meeting (“EGM”).
 - b. The Group year starts on 1st January each year. Subscriptions become due at the beginning of each calendar year.
 - c. The subscription may be paid in two parts the first becoming due in on 1st January, the second on 1st July each year.
 - d. Anyone who joins part-way through the Group year, will pay a prorated fee.
 - e. Membership of the Group shall cease if subscriptions are not paid at the end of the calendar year when they fall due.

- f. No person shall take part in a Group event unless a subscription is paid up to date.
- g. The annual subscription may be waived at the discretion of the Committee and announced at an ordinary meeting.

6. Finance

- a. No member shall make private profit from club activities.
- b. No officer or other member of the club shall receive payment, directly or indirectly, for his/her services. However, all members may claim costs incurred on behalf of the club and approved in advance by the committee.
- c. Funds shall be invested in banks and/or building societies in the name of Screaming Eagles LHG. All cheques drawn on these accounts must be signed by the Treasurer
- d. Any financial surpluses shall be used for club activities and equipment and for reserves to secure continuation of the club.

7. Honorary Officers:

- a. The Officers of the Committee shall consist of Chairman, Vice-Chairman, Secretary, Treasurer and Membership Officer and such Assistant Officers (see Appendix II) as may from time to time be decided
- b. Honorary Officer shall be elected each year at the Annual General Meeting by a majority vote. Votes may be submitted by email or by direct vote at the Annual General Meeting. Email votes will be accepted by the Honorary Secretary before 6.00pm the day before the Annual General Meeting.

8. Management:

- a. The affairs of the Group shall be managed by a Committee consisting of the Chairman, Vice-Chairman, Secretary, Treasurer and Membership Officer and up to two elected members. Five persons constitute a quorum.
- b. All members of the Committee must be fully paid up, current members of the Group.
- c. If a Committee member becomes unavailable part-way through the Group year, a substitute may be co-opted by the Committee. Members may also be co-opted onto the committee for specific stated purposes.
- d. Committee meetings will take place as and when required. A minimum of four meetings must be held per annum.
- e. A quorum for a General Meeting will be six members or half of the membership, whichever is the least.
- f. The Hon. Secretary will keep minutes of all meetings.

9. Group Meetings.

- a. The Group will meet on the first Wednesday of the month at an appropriate venue to be agreed in advance.
- b. The Hon. Secretary will prepare minutes of the meeting to be circulated to all members in advance of the next meeting.

- c. The Committee, from time to time may set and recover a nominal fee to cover the cost of hiring the venue
 - d. The Committee will meet separately at its discretion.
10. **Annual General Meeting (“AGM”):** The Group AGM shall be held during the month of February each year. The Business shall include: Minutes of the previous AGM, Annual report of the Committee, Audited Statements of Accounts and Balance Sheet, Election of Chairman and Officers. Election of Committee members and Appointment of Auditor.
11. **Extraordinary General Meeting (“EGM”):** An EGM can be called at any time by the Committee or upon the receipt of a requisition signed by not less than one quarter of the members. Twenty One days notice must be given to all members of any AGM or EGM, with particulars of all business to be transacted. No business other than that appearing on the notice of such a meeting shall be transacted thereat.
12. **Regulations:** The actives and performance of the Group shall be governed by the Regulation in compliance with the Constitution. In the case of any conflict, the Constitution shall dominate. The Regulations with be ratified at each AGM.
13. **Insurance:** The Treasurer and Membership Officer will ensure that the Group is covered by suitable insurance. The insurance will cover the activities of the Group.
14. **Constitution:** A copy of the Constitution shall be supplied to every member of the Group. No alteration to Constitution shall be made except at an AGM or EGM.
15. **Propositions:** All nominations and propositions for AGM and EGM shall not be accepted unless given to the Hon. Secretary fourteen days before the date of the meeting, signed by two members of the Group as proposer and seconder.
16. **Emergencies:** In the event of anything occurring not provided for or not clear in the foregoing rules, the Committee shall have power to deal with the same at their discretion.
17. **Winding up:** The Group may be dissolved only by the consent of three-fourths of the members present at an EGM called for that purpose. Such a meeting shall appoint a Liquidator and decide on the disposal of all Group funds and assets. After discharging all debts and liabilities of the Screaming Eagles LHG, the remaining assets are to be given or transferred to a voluntary organisation having similar objectives to those of the Group.

Adopted on 1st February 2017

Appendix I

Notes on Rules

Clause 4. - After due consideration the Group recognises that membership of the Group has certain limitation dictated by the period of interest. The 101st Airborne did not have any female recruits in the period 1943 - 1945. It is therefore considered inappropriate for female members to enact that role. Females are welcomed to attend Group re-enactment events as guests, providing they dress and act in accordance with the setting and time period i.e. appropriate dress and mannerisms.

Appendix II

Role functions.

Chairman - The Chairman will coordinate the the management of the Group, lead the Committee and liaise with the President. He will ensure that the Group is managed for the benefit of Group members. He will direct the Committee, setting its objectives for his term of office and will ensure those objectives are met. Finally he shall act as arbiter in matters of dispute.

Vice Chairman - The Vice Chairman shall support the Chairman in his duties and stand in for him in his absence. If appropriate he shall act working with the Committee on the Chairman's behalf to deliver specific projects or objectives.

Honorary Secretary - The Secretary shall support the Chairman and the Committee in ensuring the smooth running of Special, General and Committee meetings. He will be responsible for ensuring meeting are effectively organised and minuted. He will maintain effective records and administrative support to the Group.

Treasurer and Membership Officer - The Treasurer and Membership Officer shall work closely with the other Committee members to safeguard the Group's finances and tracking and recording membership. He will report the state of the Group's finances at each meeting, maintain financial records and present such records and statements as required by the Committee. He will maintain a membership list/database showing the payment of subscription fees.

Committee member (membership liaison) - The Committee Member shall represent the membership on the Committee. He will bring questions and concerns to the Committee from the membership acting as a liaison between the Committee and the Group.

The President - The President will embrace the values of the Group and work to both, internally and externally to promote its activities and objectives. He should work closely with the Chairman and Committee to ensure Constitutional and Regulation compliance and assist in longer term planning.