

CONSTITUTION
OF
THE AYTON FAMILY SOCIETY



1. **NAME**

The Society shall be known as The Ayton Family Society (hereinafter referred to as "The Society").

2. **OBJECTS**

The objects of the Society are:-

- a). to promote social contact among, those bearing the surname AYTON in any of its various spellings, AITON, AITTON, AYTOUN, EATON or similar, and also those connected with the name by marriage, ancestry, or friendship.
- b). to stimulate interest in the history, genealogy, records, relics, and works of those of the name.
- c). to organise Publications, Meetings, Gatherings or other activities that the Committee of the Society shall consider to be of benefit to Society members.

(said objects being hereinafter referred to as "the Objects").

3. **MEMBERSHIP**

1. Full membership of the Society shall be open to Individuals, and Families (who are all resident at one address) who have paid the annual subscription as determined by the Committee.
2. Affiliate Membership shall be open to Groups, Societies and other bodies which have paid the annual subscription.
3. Membership shall be by application to the Committee. Affiliate Members shall be entitled to one vote, to be exercised by one named member, who shall be eligible to serve on any Committee or sub-committee.
4. Honorary members may be elected at the discretion of the Committee.
5. A President may be elected at the discretion of the Committee.

4. **HONORARY OFFICE BEARERS**

1. At the Annual General Meeting, the Society shall elect a Convener, a Secretary, and a Treasurer and such other Honorary Office Bearers as the Society shall from time to time decide. Nominations for Honorary Office Bearers shall be made by Members of the Society, duly seconded, at the annual general meeting. Should nominations exceed vacancies, election shall be by ballot.
2. The Convener and the other Honorary Office Bearers of the Society shall hold office until the conclusion of the annual general meeting of the Society next after their election but shall be eligible for re-election.

3. The Society shall appoint one or more persons, who shall not be members of the Committee, to examine the accounts annually.

5. MANAGEMENT

1. The policy and management of the affairs of the Society shall be directed by a Committee, who shall meet not less than three times a year. Committee members shall serve until the next Annual General Meeting and shall be eligible for re-election.

2. The Committee shall consist of the Office Bearers and up to four other members of the Society. The Committee may also co-opt other members, but such members shall only serve until the next Annual General Meeting.

3. The Committee may appoint such sub-committees as may be considered necessary. The Committee may also appoint a Genealogist and a Newsletter Editor (and Assistant if required).

6. MEETINGS OF THE SOCIETY

1. The first general meeting of the Society shall be held not later than the 1st September, 1996 and thereafter an Annual General Meeting of the Society shall be held at such time and place as the Committee shall determine. At least 28 days' notice of the meeting shall be given in writing by the secretary to each member. At the Annual General Meeting the business shall include the consideration of annual reports, motions submitted by members, and the examined accounts, and the election of Honorary Office Bearers and Committee members.

2. The Convener may at any time call a special general meeting of the Society. The secretary shall call a special general meeting of the Society within 28 days of receiving a written request so to do signed by not less than four full members and giving reasons for the request. At least 28 days' notice of the meeting shall be given in writing by the secretary to each member.

7. RULES OF PROCEDURE AT ALL MEETINGS

1. Quorum The quorum at a meeting of the Society shall be six or one quarter of the total actual membership of the Society, whichever is the higher.

The quorum at a meeting of the Committee shall be four, at least one of whom must be an Honorary Office Bearer.

The quorum at a meeting of any sub-committee appointed under paragraph 5(3) hereof shall be two.

2. Voting Unless it is otherwise specified in this constitution, all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote. In case of an equality of votes the person taking the chair at the meeting shall have a second or casting vote.

8. FINANCE

1. All money raised by or on behalf of the Society shall be applied to further the objects of the Society and for no other purpose provided that nothing herein contained shall prevent the payment in good faith to members of any committee or sub-committee appointed under paragraph 5(3) hereof of reasonable out-of-pocket expenses.

2. Where appropriate, money raised shall be banked/invested in the name of the Society, and the accounts operated with a minimum of two signatories, one of whom shall be the Treasurer.

9. PROPERTY

The title to all property, heritable and moveable, which may be acquired by or on behalf of the Society shall be vested in the names of the Convener, the secretary and the treasurer for the time being ex officio or in the names of trustees of a trust established for that purpose.

10. ALTERATIONS TO THE CONSTITUTION

No alteration of this Constitution shall be made except at an Annual General Meeting of the Society when a two-thirds majority of members present and voting will be required for an alteration to be passed.

11. DISSOLUTION

If the Committee by a simple majority decide at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Society it shall call a special general meeting of the Society, of which meeting not less than 28 days' notice (stating the terms of the resolution to be proposed thereat) shall be given. If such decision shall be confirmed by a two-thirds majority of those present and entitled to vote and voting at such meeting, the Honorary Office Bearers shall have power to dispose of any assets held by or on behalf of the Society. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable organisations or organisations having objects similar to the objects of the Society, as the members may determine.

Certified as a true copy of the Constitution of the Ayton Family Society approved at a General Meeting on 14th August 1996.

James Eaton Signature Convener Office Held
Harold R.A. Nilsen Signature Secretary Office Held