

UEA RETIREMENT ASSOCIATION

CONSTITUTION

1. NAME

The Association shall be called UEA RETIREMENT ASSOCIATION.

2. OBJECTIVE

To provide a means whereby retired employees of the University of East Anglia (UEA) can maintain contact with former colleagues and with the University.

3. MEMBERSHIP

Membership shall be open to

- (a) all persons aged 50 or older who have been, or are, employed by UEA and their spouses/partners,
- (b) persons aged 50 or older who were the partners/spouses of deceased employees of UEA,
- (c) other persons aged 50 or older who have or have had a connection with UEA at the discretion of the Chair of the Executive Committee.

4. EXECUTIVE COMMITTEE

(a) The Executive Committee shall be elected at the Annual General Meeting (AGM) and shall normally consist of five officers and ten ordinary members. All members of the Executive Committee shall be eligible for re-election. The officers shall be,

- (i) the Chairman, who shall take the chair at all meetings and have a casting vote,
- (ii) the Secretary, who shall take the minutes of the Executive Committee and General Meetings, and receive and send correspondence in the name of the Association,
- (iii) the Treasurer, who shall receive and disburse the Association's funds and maintain the Association's accounts,
- (iv) the Membership Secretary, who shall deal with matters relating to membership,
- (v) the Renaissance Editor, who shall be responsible for its production.

(b) Except in a case of re-election, nominations for officers and ordinary members of the Executive Committee shall be in writing, proposed and seconded by members and signed by the nominee, and submitted to the Secretary before the AGM. Nominations and proposals for re-election shall be put to the AGM and voted on.

(c) The Executive Committee shall have the power to co-opt members and to set up sub-committees.

(d) The Executive Committee shall have the power to take decisions on matters not covered by the Constitution.

5. MEMBERSHIP FEES

Membership fees shall be recommended by the Executive Committee and determined at the AGM.

6. MEETINGS

(a) Meetings of the Executive Committee shall be called by the Secretary or by general agreement within the Executive Committee. Six members of the Executive Committee shall form a quorum.

(b) The AGM shall normally be held in July and members shall be given fourteen days notice of this meeting. For the AGM and General Meetings twenty members shall form a quorum.

(c) A General Meeting may be called by the Executive Committee or upon receipt of a written request signed by at least twenty members stating the business to be discussed. Members shall receive at least fourteen days' notice of such a meeting.

7. CHANGES TO THE CONSTITUTION

Changes to the Constitution can only be made at the Annual General Meeting. Any change proposed by the Executive Committee shall be notified to members at least fourteen days prior to the meeting. Any other proposal must be signed by at least twenty members, submitted to the Secretary at least twenty-eight days prior to the AGM and notified to all members at least fourteen days prior to the meeting. For a proposal to take effect at least two thirds of those present at the AGM must vote in favour.

24 June 2025

