

Constitution of the Scottish Geodiversity Forum

1 TITLE

The organisation shall be called "The Scottish Geodiversity Forum", hereinafter referred to as "the Forum".

2 DEFINITION OF GEODIVERSITY

Scotland's geodiversity is the variety of rocks, minerals, fossils, landforms, sediments and soils, together with the natural processes which form and alter them. It is the link between biodiversity, landscape, people and their culture.

Geodiversity is important because it is the foundation upon which plants, animals and people live, a source of basic raw materials, and a vital component of our cultural and built heritage. It is a unique teaching and scientific resource, fundamental to our understanding of issues such as climate change and sea level rise.

3 AIMS

The Forum aims to promote Scotland's Geodiversity, and seeks to widen the profile of geodiversity and influence national and local policies. It is the Scottish national forum for geoconservation groups, geoparks and other related organisations, and interested individuals. The Forum promotes the role and value of geodiversity in education, community involvement and health, the development of tourism and the wider economy.

The Forum is open to all organisations and individuals who are interested in promoting Scotland's geodiversity and the sharing of experience and good practice. It incorporates GeoConservation Scotland and the Scottish Geology Festival Organising Partnership.

4 MEMBERSHIP

Membership is open to any Individual or constituted Organisation that supports the aims of the Forum. Members are encouraged to become involved in the work of the Forum. The Forum may agree to levy a subscription for membership, with amounts set by a General Meeting.

At any vote of the Forum, each eligible Member present will have one vote each, except for the Chairperson who will have only a casting vote. Eligible Members voting will either have been selected to represent an Organisation Member, or be an Individual Member. The Organisation or Individual will have joined the Forum at least seven days before the meeting and, if applicable, will have paid their annual subscription. The Membership Secretary shall maintain a list of all Members.

5 EXECUTIVE COMMITTEE

The affairs of the Forum will be conducted by an Executive Committee consisting of the following office bearers: Chairperson, Vice-chair, Secretary, Membership Secretary, Treasurer and up to six Ordinary Members.

The Committee will be elected from the Membership at the Annual General Meeting and shall hold office from the conclusion of that meeting until the following Annual General Meeting only. All members of the Executive Committee will be eligible for re-election.

The Committee will meet at least twice a year, and will be quorate when any 4 of its elected members are present. The Chairperson will have only a casting vote. The Committee may co-opt additional members to advise or to fulfil specific roles. Co-opted members will not be entitled to a vote. Minutes of each meeting will be distributed by email to all members of the Forum.

The Forum and its property shall be managed by the Executive Committee in accordance with this Constitution. Should any Committee member be in a position to gain financially or benefit materially or otherwise from any item of business arising at a meeting, s/he will declare such an

interest to the Chair at the beginning of the meeting and absent her/himself from the meeting while such matter is being discussed and/or decided.

6 ANNUAL GENERAL MEETING

The Annual General Meeting shall take place annually, normally during the month of March, and will be quorate when at least 10 Members are present. Notice of the meeting will normally be issued electronically to all Members at least 21 days in advance. The business of the meeting will be to

- a) present and approve Minutes of the previous AGM and consider matters arising;
- b) to receive a report from the Chairperson on the Forum's activities for the preceding year;
- c) to receive and approve the annual accounts and balance sheet from the Treasurer;
- e) to elect an Executive Committee for the ensuing year;
- f) to discuss any other business raised by the Members present.

7 SPECIAL GENERAL MEETING

A Special General Meeting will be called by the Chairperson, either by agreement of the Executive Committee, or within 28 days of receipt of a written request signed by any 5 Members of the Forum, stating why the meeting is requested. Notice of the meeting will normally be issued electronically to all Members at least 14 days in advance.

8 FINANCE

The Treasurer shall be responsible for the keeping of accounts and presenting them to the AGM. The accounts shall be independently examined by a suitably qualified person. The financial year shall end on 31 December each year.

All funds of the Forum will be paid into a bank account in the name of the Forum. All cheques drawn on the account must be signed by two of three named members of the Executive Committee.

9 CHANGES TO THE CONSTITUTION

Changes to this Constitution may be made only at an Annual or Special General Meeting. Proposed changes to the Constitution must be intimated to all Members with the agenda of the meeting. Changes must be approved by a majority of Members present and voting.

10 DISSOLUTION

The Forum can only be dissolved at a General Meeting called for that purpose, where two thirds of those Members present vote for dissolution. All unspent funds will be returned to the organisations from which they were received. Any other assets remaining after the satisfaction of all debts and liabilities will be disposed of or transferred to such organisations as are sympathetic to the aims of the Forum.

This Constitution was adopted on Saturday 19th March, 2011.

Signed:



Angus Miller, Chair