

Mid Grampian Mesolithic - Constitution

Adopted on: Monday 17th April 2023

1. Name of the organisation

The Name of the organisation is 'Mid Grampian Mesolithic'.

2. Objectives

The Objectives of the organisation are:

- a. to further research into the Mesolithic archaeology of the Mid Grampian Region
- b. to promote interest and understanding, and encourage wider participation, in the Mesolithic archaeology of the Mid Grampian Region
- c. to provide lectures, presentations, exhibitions and/or open days to further the aims of the organisation
- d. to encourage active participation in related fieldwork
- e. to co-operate with other bodies on issues or initiatives which further the objectives of the organisation

3. Main Activities

The main activities of the organisation encompass research, fieldwork and post excavation analysis, with appropriate permissions and agreements sought from land owners/managers and the relevant authorities when required. The fieldwork will be carried out in a manner which respects the site and its environment, and will be conducted with due regard to health and safety aspects, with appropriate risk assessments.

4. Powers

In order to achieve its objectives, the organisation may:

- a. raise funds
- b. open a bank account
- c. take out insurance and/or work within a co-operating body who hold their own insurance
- d. contract out work where professional expertise is required
- e. organise courses and events
- f. work with other groups and exchange information
- g. do anything which is lawful to further the objectives

5. Membership

Membership of the organisation shall be open to any person over 18 or any organisation who is interested in helping the organisation to achieve its aims, willing to abide by the rules of the organisation and willing to pay any subscription agreed by the Management Committee.

Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief.

The membership of any member may be terminated for good reason by the Management Committee but the member has a right to be heard by the Management Committee before a final decision is made.

6. Management

- a. The organisation shall be administered by a Management Committee of the Officers and not more than 6 other members elected at the Group's Annual General Meeting (AGM).
- b. The Officers of the Management Committee shall be: the Treasurer, the Secretary, the Field/Finds Coordinator and GIS Mapping Coordinator. They will be in post for a maximum of 3 years with the option to stand for further terms.
- c. At least one member of the Management Committee (this need not be an Officer) will be an archaeologist.
- d. The Management Committee shall meet at least 2 times a year.
- e. The Chairperson shall chair all meetings of the organisation. The role of Chairperson will rotate between the Management Committee Members.
- f. The quorum for Management Committee meetings shall be 3 members.
- g. Voting at Management Committee meetings shall be by show of hands. If there is a tied vote then the Chairperson shall have a second vote.
- h. Should a member of the Management Committee be unable to attend, they may register a proxy vote with the Chairperson in advance of the meeting.
- i. The Management Committee may, by a two-thirds majority vote and for a good and proper reason, remove any Committee member. That person has the right to be heard before a final decision is made.
- j. The Management Committee may appoint another member of the Group as a Committee member to fill a vacancy, provided the maximum number is not exceeded.
- k. The organisation will be advised by, and any funding overseen by, a steering group. Bruce Mann, Regional Archaeologist for Moray, Aberdeenshire, Angus & Aberdeen City Councils will advise on the make up of this steering group.

7. Finance

- a. Any money obtained by the organisation shall be used only for the organisation.
- b. Any bank accounts opened for the organisation shall be in the name of the organisation.
- c. The Treasurer will update the Management Committee on the status of the account at every meeting and/or upon request by the other members of the Management Committee.

8. AGM

- a. The Group shall hold an Annual General Meeting (A.G.M.) by the month of June.
- b. All members shall be given at least fourteen days' notice of the A.G.M. and shall be entitled to attend and vote. The quorum for an AGM shall be 3 members.
- c. The business of the A.G.M. shall include:
 - i. receiving a report from the Committee on the organisation's activities over the year
 - ii. receiving a report from the Treasurer on the finances of the organisation
 - iii. electing a new Management Committee as terms require
 - iv. consider any other matter as may be decided

9. Special General Meeting

A Special General Meeting may be called by the Management Committee or by any 2 members to discuss an urgent matter. The Secretary shall give all members fourteen days' notice of any Special General Meeting together with notice of the business to be discussed. All members shall be entitled to attend and vote.

10. Alterations to the Constitution

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

11. Dissolution

The organisation may be wound up at any time if agreed by two-thirds of those members present and voting at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to another organisation with similar aims.

This constitution was adopted at a general meeting of the Group on Saturday 18th March, 2023

Signed by:

David B Hood

Matthew J Davidson

Simon Allerton

Tracey West