

Constitution of Association of Oxford University Pensioners (AOUP) as amended in February 2023

1. The name of the Association shall be the Association of Oxford University Pensioners.
2. The object of the Association shall be to help keep former staff in touch with each other and with the University by whatever means may be appropriate including the distribution of a Newsletter.
3. Staff who at the time of their retirement are employed by the University shall automatically and without charge become Members of the Association, as shall their partners. All members shall receive a Newsletter twice a year and are also eligible to subscribe as Social Members. Staff who at the time of their retirement are employed by a College may also subscribe as Social Members, as may their partners and they will then receive the Newsletter. An individual is considered to be retired if he/she is in receipt of a pension.
4. The Association shall provide social and cultural activities for the **Social Members**, who shall register their names and pay an annual subscription of such sum as shall be approved at an Annual General meeting of the Association. The subscription shall become due on 1 January in each year, and the names of Social Members who have not paid their subscription by 31 January shall automatically be removed from the Social Register.
5. An Annual General Meeting of the Association shall be held to elect members of the Committee as hereinafter prescribed; for the discussion of any matter which members, having given due notice, may wish to raise; and to receive an Annual Report and Statement of Accounts. At the discretion of the Committee, a Special General Meeting of the Association may be convened in order to deal with any matter of urgent importance to the Association which may arise. At least 21 days' notice of such a Meeting shall be given in writing to the membership, together with a statement of the business for which the Meeting is convened.
6.
 - (a) The Management of the Association shall be vested in a Committee which shall consist of: a Chairman, Vice-Chairman, Honorary Treasurer, Honorary Membership Secretary, Honorary Committee Secretary, Honorary Newsletter Editor, Honorary Webmaster and not fewer than 5 nor more than 10 Ordinary Members.
 - (b) The Chairman, Vice-Chairman, Honorary Treasurer, Honorary Secretary and Honorary Newsletter Editor shall be elected at the Annual General Meeting, to hold office for three years, and shall be eligible for re-election.
 - (c) One third of the Ordinary Members of the Committee shall retire annually, and shall be eligible for re-election for a further period of three years, after which they shall be ineligible for re-election until a period of at least one year shall have elapsed.
 - (d) The Committee shall have power to co-opt up to three additional members, and may also fill casual vacancies in its membership by co-option for the unexpired term

of the retiring member of the Committee.

(e) Meetings of the Committee shall be held not less than twice in every year.

(f) Four members of the Committee shall constitute a quorum.

(g) A member of the Committee may receive such honorarium for services rendered as may be agreed by a simple majority of those present and voting at an Annual General Meeting or a Special General Meeting of the Association. In addition, reimbursement of out-of-pocket expenses may be approved by the Committee as appropriate from time to time.

7. All funds and assets in the possession of the Association shall be held, paid and applied as the Committee shall direct, within the terms of reference of the Association, and pending such direction, all funds shall be held in a separate bank account in the name of the Association with such bankers as the Committee may from time to time direct. All cheques drawn on such bankers shall be signed by any two of the Officers. All documents requiring authorisation shall be sufficiently authorised if signed by any one of the Officers. The Committee shall cause true books of account to be kept, and these shall be subject to annual inspection.
8. The Committee shall have power to make regulations, consistent with this Constitution, for the conduct of the business of the Association.
9. The Association may be dissolved by a resolution passed by a two-thirds majority of those present and voting at a Special General Meeting convened for the purpose, of which 21 days' notice shall have been given. Such resolution may give instructions for the disposal of any assets held by or in the name of the Association, provided that, if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid to or distributed among the members of the Association but shall be given or transferred to such charitable institution or institutions as the members may determine.
10. Alteration to this Constitution shall require the assent of two-thirds of the members present and voting at an Annual General Meeting or at a Special General Meeting convened for the purpose. A resolution for the alteration of this Constitution must be received by the Secretary at least 21 days before the meeting at which the resolution is to be brought forward. At least 14 days' notice of any meeting at which a resolution for an alteration to the Constitution is to be brought forward must be given by the Secretary to the membership, and must include notice of the alteration proposed.