



Odysseys

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RULES OF ASSOCIATION proposal - revised June 2011

For discussion at our AGM on the 14 August 2011

Rule	What's new?
<p>1. Who this document is for</p> <p>These “rules of association” are the rules that tell us how to run Odysseys. Our Executive Committee (“the Committee”) must abide by the rules in this document.</p> <p>If you are interested in attending Odysseys, you might also like to read our Policies and Practices document, which tells you how to keep yourself and others safe at camp.</p>	<p>This section is new. It describes why we have written this document and who it is for.</p>
<p>2. Our Objectives.</p> <p>Odysseys will improve the lives of people who have a variety of abilities and disabilities. We will do this by:</p> <ul style="list-style-type: none"> • Recruiting and training volunteers to provide personal care; • Providing camping and other activities which challenge and stretch the abilities of all participants; • Providing a supportive learning environment for all participants; and • Benefiting people in any other charitable way associated with disability 	<p>We have largely rewritten this section so it is more positive about disability (before, it said we would “give persons relief from disability”)</p>

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<p>3. How Odysians is run</p> <p>Odysians' members will appoint a Committee. The Committee is responsible for</p> <ul style="list-style-type: none"> • fulfilling our objectives, and • making sure Odysians follows the rules in this document. <p>If it helps Odysians fulfil its objectives then the Committee may do any of the following:</p> <ul style="list-style-type: none"> • raise funds and receive donations (but the Committee may not trade substantially and permanently); • buy, take on or lease in exchange property and maintain and equip it for use; • sell lease or dispose of property. • borrow money; • employ staff • co-operate with and exchange information and advice with other non-profit and organisations and social enterprises • establish or support any charitable trusts, associations or institutions; • develop and actively promote policies for equal opportunities regardless of age, caring responsibility, disability status, gender, gender status, nationality, national origin, offender status, race, religion or sexual orientation; • develop and actively promote policies for protection of participants' safety whilst at camp and for the protection of their personal information. • do other things which are necessary for the achievement of the objectives. <p>For the week of camp itself, the Committee nominates a Camp Leader, who takes responsibility for making decisions about camp himself or herself and through a team of patrol leaders. While at camp, Committee members do not have any authority and must follow the direction of the camp leader.</p>	<p>We added a requirement for the Committee to look after members' data and to promote equal opportunities for all.</p> <p>For the first time, we make clear that the Camp Leader has full responsibility for what happens at camp itself, and the committee cannot argue with his or her decisions.</p>

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<p>4. Membership.</p> <p>Anyone who has attended at least 4 full days of any single Odysseys Camp in the last 30 months is automatically a member of Odysseys, so long as they have paid all their fees or other donations as determined by the Committee.</p> <p>Membership of Odysseys is also open to any person who is interested in meeting our objectives. The Committee may request a donation or fee before granting membership in this manner.</p> <p>Any member may terminate his or her membership at any time by notifying the Committee.</p> <p>The Committee may by majority of the whole Committee and only for good reason terminate the membership of any member. The individual concerned shall have the right to appeal to the Committee, accompanied by a friend, before a final decision may be made.</p>	<p>We amended the rules so no-one stops being a member of Odysseys halfway through camp.</p> <p>It also means that all new participants are members by the end of the week. Hooray!</p>
<p>5. Executive Committee.</p> <p>A Committee of unpaid members will decide how Odysseys will fulfil the objectives and follow the rules in this document.</p> <p>The Committee will consist of up to 13 members as follows:</p> <ul style="list-style-type: none"> • A Chair, a Secretary and a Treasurer; • Up to 7 more members elected at the Annual General meeting • Up to 3 more members who are co-opted by the Committee <p>The procedures of the Committee are valid even if there are vacancies on the Committee.</p> <p>If a Committee member has an interest (other than as a member of the Committee) in any decision made or contract entered into by Committee, he or she must declare it immediately. The chair of the meeting will decide whether that committee member should abstain from any vote related to the matter.</p> <p>The Committee may appoint one or more sub-committees consisting of any number of Odysseys members to perform any function which would be more conveniently carried out by a sub-committee. Each sub-committee must fully and promptly report their proposals and activities to the Committee. The Committee may also ask anyone else to undertake a task on its behalf.</p>	<p>We simplified the language in this section.</p>

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<p>6. Joining the Committee.</p> <p>Members may join the Committee in two ways: election or co-option.</p> <p>The election method is:</p> <ul style="list-style-type: none"> • Any two members may nominate any other member for the Committee at any time. The secretary must receive both nominations and the agreement of the nominee at least 7 days before the next Annual General Meeting. • At the Annual General Meeting the members shall elect Committee members from these nominations. They are not obliged to accept any nomination. • Should nominations for any position on the Committee exceed vacancies, the Chair will be responsible for arranging a fair election, at which all members present at the Annual General Meeting will be entitled to vote. If a nominee is not successful in winning an honorary position, then the nominee will be considered for a non-honorary role. <p>The Committee may also co-opt members:</p> <ul style="list-style-type: none"> • Members may be co-opted either by a majority of voting members at a Committee meeting or by a simple majority of all Committee members at any other time. • The Committee can co-opt members for a fixed period or until the Annual General Meeting. • Co-opted members shall have the same rights and responsibilities as any other Committee member. • The Committee may not have more than three co-opted members at any time. • No co-opted member may leave the Committee except under the “leaving the Committee” rules below. 	<p>We made it easier to elect members to be on the committee, and we made it much clearer that co-opted committee members are on equal terms with all other committee members</p>

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<p>7. Leaving the Committee.</p> <p>These rules apply to co-opted members as well as elected members of the Committee.</p> <p>A member of the Committee shall cease to hold office if he or she</p> <ul style="list-style-type: none"> • Tells the Committee he or she is resigning (but only if at least three members of the Committee will remain in office when the notice of resignation is to take effect); or • Is absent from all their meetings held within a period of six months and the Committee resolve that his or her office is vacant; • Becomes incapable of managing and administering his or her own affairs. • Is not re-elected at the Annual General meeting, in which case he or she will leave the Committee at the start of the next meeting. <p>The Committee may by majority of the whole Committee and only for good reason terminate the Committee membership of any individual who it decides has brought Odysseys into disrepute. The Committee member concerned shall have the right appeal before the Committee, accompanied by a friend, before a final decision is made.</p>	<p>We rewrote this section to make it easier to understand</p>

Rule	What's new?
<p>8. Committee Meetings</p> <p>The Committee will hold at least two ordinary Committee meetings each year.</p> <p>Those present at these meetings may make any decision about Odysseys, so long as the decision is consistent with this document and the meeting is attended by at least one third of the members of the Committee or three members of the Committee (whichever is the greater).</p> <p>The Committee may invite guests to observe and contribute to any meeting. Guests may not vote on any issue unless they are also members of the Committee. Co-opted members may also vote.</p> <p>The Chair of Odysseys shall act as chair of the meeting. If the chair is absent from any meeting, the members of the Committee present shall chose one of their number to chair the meeting before any business is transacted until such time as the Committee chair may take up his or her normal duties.</p> <p>The chair of the meeting will ask the other Committee members about what topics should be discussed, in what order, who may speak and what to vote on. If the Committee does not agree on any of this, the chair will make the final decision.</p> <p>The chair of the meeting may decide any issue by a majority of votes of the members of the Committee present. The chair of the meeting is permitted to vote, and if voting does not resolve the decision then the chair of the meeting will have a second (“casting”) vote.</p> <p>Each Committee member agrees to abide by and support any decision made by a Committee meeting, even if he or she was not present when the decision was made.</p> <p>The meeting will appoint someone at each meeting to record minutes of the decisions made. The minutes-taker will circulate the minutes for approval to all members within 14 days of any meeting.</p>	<p>We rewrote this section to make it easier for the committee to make decisions when they don't all agree on how we should do something.</p> <p>For the first time, we also make clear that all committee members must support the committee's decisions even if they disagree with some of them.</p>

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<p>9. Annual General Meeting.</p> <p>Odyssians' annual general meeting will be held during Odyssians annual camp each year, or as close as practicable if this is not possible. This meeting will follow the same rules as an ordinary Committee meeting, except:</p> <ul style="list-style-type: none"> • There shall be a quorum when at least one tenth of the number of members of the Association or ten members of the Association whichever is the greater, are present at any general meeting. • Every Meeting shall be called by the Committee. The Secretary or Chair shall give at least 21 days notice of the annual general meeting to all members of the Association. Every member will be entitled to attend. • Every member present at an Annual General meeting shall have one vote. The chair of the meeting shall have a second (“casting”) vote if required. • The Chair will report on Odyssians' activities. • The Treasurer will report on the state of Odyssians' accounts. • The Committee will publish the minutes for approval to all members no more than 28 days after the meeting. 	<p>For the first time, we commit to publishing minutes of our annual general meeting.</p>
<p>10. Special General Meetings.</p> <p>A special meeting may be called at any time by:</p> <ul style="list-style-type: none"> • the Chair, or • any three members of the Committee, or • any ten members of Odyssians <p>if they send the secretary or the chair notice of the business to be discussed.</p> <p>The Chair or Secretary will respond within 14 days, giving all members at least 21 days' notice, stating the business to be discussed.</p> <p>This meeting will follow the same rules as an ordinary Committee meeting, except:</p> <ul style="list-style-type: none"> • There shall be a quorum when at least one tenth of the number of members of the Association or ten members of the Association whichever is the greater, are present. • Every member present shall have one vote. The chair of the meeting shall have a second (“casting”) vote if required. 	<p>We brought all the information about special general meetings together in one place.</p>

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<p>11. Receipts and Expenditure.</p> <p>Odyssians' funds including all donations, contributions and bequests will be paid into an account operated by the Committee in the name of the Odyssians at such bank as the Committee decides. All cheques drawn on the accounts must be signed by at least two members of the Committee.</p> <p>The funds of the association may only be spent if they further Odyssians' objectives.</p> <p>Odyssians' financial year will be 1 January to 31 December.</p> <p>The Committee shall maintain proper accounts and make them available to any member requesting sight of them.</p>	<p>We brought all the financial information together in one place.</p>
<p>12. Notices.</p> <p>Any notice required to be served on any member of the Association shall be in writing and shall be served by the Secretary or the Executive Committee on any member either personally, via an email address which is known to be valid or by sending it through the post to his or her last known address. Any message so sent is deemed to be received within 10 days of sending.</p>	<p>We made it OK to communicate via email in this section.</p>
<p>13. Dissolution.</p> <p>If the Committee decides that it is in our present and future members' best interests to dissolve Odyssians then it will call a special general meeting or annual general meeting of all members of the Association, of which no less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given.</p> <p>If the proposal is confirmed by a two thirds majority of those present, the Committee will satisfaction of any debts and liabilities. The Committee will realise any assets remaining, transferring them to other charitable institutions having objectives similar to the objects of Odyssians or failing that shall be applied for some other charitable purpose.</p>	<p>We simplified the language in this section</p>
<p>14. Alterations to these Rules.</p> <p>These rules may be amended only by a resolution passed by no fewer than two thirds of the members present at an annual general meeting or a special general meeting. The notice of the general meeting must include notice of the resolution setting out the terms of the alteration proposed.</p>	<p>We simplified the language in this section.</p>