



Constitution of Norwich Day of the Girl

All members agree to submit to the rules of Norwich Day of the Girl Constitution.

1. Name

The name of the group shall be Norwich Day of the Girl.

2. Aims

The aims of this group shall be to:

- a. To promote and celebrate International Day of the Girl events in Norwich.
- b. Help galvanize worldwide enthusiasm for goals to better girl's lives, providing an opportunity for them to show leadership and reach their full potential.
- c. speak out against gender bias and advocate for girls' rights everywhere
- d. raise awareness of issues surrounding literacy, education, violence, social and economic inequality as unique challenges faced by women and girls.
- e. promote healthy body image and self-esteem.
- f. Encourage any person to participate regardless of race, religion, gender, age, ability or sexual orientation.

3. Powers

To further the aims of the group we shall have the powers to:

- a. Raise funds and receive contributions where appropriate to finance the work.
- b. Publicise and promote the work.
- c. Open bank accounts.
- d. Make rules and standing orders for categories of members and their rights.
- e. Take out insurance.

- f. Organise meetings, training courses and events.
- g. Work with statutory, business, voluntary and community organisations to further the aims of the group.
- h. Take any action that is lawful, which would help it to fulfil its aims.

4. Membership

- a. Membership of Norwich Day of the Girl shall be open to anyone who is interested in helping the group to achieve its aims and willing to abide by the groups rules.
- b. Every member shall have one vote at the annual general meeting.
- c. The Committee shall have the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.
- d. Registration and termination of membership:
 - i. Any member of the association may resign their membership by giving to the founders of the association written notice to that effect.
 - ii. The Committee may, by resolution passed at a meeting thereof, terminate or suspend the membership of any member, if in its opinion their conduct is prejudicial to the interests and objects of the association. The individual member or their representative shall have the right to be heard by the General Committee before a final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

5. Management

- a. Norwich Day of the Girl shall be administered by a Committee of not less than three (3) people elected at the group's Annual General Meeting; Committee Members must be at least 18 years old and have first expressed willingness to stand. Retiring committee members will be eligible for re-election.
- b. The Committee shall meet at least four (4) times a year.
- c. At least three (3) Committee members must be present for the Committee meeting to take place.
- d. Voting at Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the founders shall have a second vote.
- e. The Committee have the power to set up sub-groups and working parties as deemed necessary who shall be accountable to the committee.
- f. The committee has the power to change rules where they see fit, unless a majority of members disagree with said proposals during a General meeting.

6. Finance

- a. Any money obtained by the group shall be used only for the group.
- b. Any bank accounts opened for the group shall be in the name of the group.
- c. Any cheque issued shall be signed by the two named signatories.
- d. The Committee will take all reasonable steps to ensure that the group stays within the budget.
- e. An audited statement for the last financial year shall be submitted by the Committee to the Annual General Meeting.

8. Special General Meetings

The Committee shall within seven (7) days of receiving a written request to do so, signed by not less than 50% members, call a Special General Meeting of the Association. The written request shall specify the reason for the meeting being called. The committee may at their discretion call a Special General Meeting at any time.

9. Annual General Meeting

- a. Norwich Day of the Girl. Annual General Meeting (AGM) at not more than 15-month intervals.
- b. Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings in at least three public places giving at least 14 days' notice of the AGM. Members will receive a notification of the intended proceedings not less than 10 days prior to the AGM.
- c. The business of the AGM shall include:
 - i. Receiving a report of the group's activities over the year.
 - ii. A presentation of the groups financial accounts for the year.
 - iii. Electing a new Committee by Ballot and considering any other matter as may be appropriate at such a meeting.
 - iv. Consideration of any new rules or rule alterations or any other issues if requested four weeks prior to the AGM date.
- d. All committee members are required to attend the AGM which will be open to all.

10. Alteration of the Constitution

a. Proposals for amendments to this constitution, or dissolution (see Clause 11) must be delivered to the Founders in writing. The Founders in conjunction with all other officers shall then decide on the date of a forum meeting to discuss such proposals, giving at least four weeks (28 days) clear notice.

b. 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 group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to other local interest groups as agreed.

12. Adoption of the Constitution

This constitution was adopted by the members present at the AGM held on:
..... 2013

Signed and dated:

Founder.....

Founder.....

Acknowledgements

Much material for this constitution was directly drawn from the Marlpit Wood Friends constitution and Norwich Day of the Girl gratefully acknowledge their contributions.