



### AGM 2008: Schedule of Approved Changes to the BCRA Constitution

*Approved by the 2008 AGM apart from where stated below*

This Schedule of Changes refers to the BCRA constitution that was last amended 22 September 2007 and that is posted on the BCRA web site. The motion before the AGM is **that with separate regard to each of the changes listed below, the stated alteration be applied to the Constitution.**

#### 1. General Changes

- All references to **clause R** should be amended to read "**clauses R and S**"
- The Constitution may be amended to demonstrate a new numbering scheme to replace the **A, 1, a), i)** scheme used at present.

#### 2. Specific Changes

Clause	Proposed Change	Reason
<b>A NAME</b>	<i>No changes proposed</i>	
<b>B ADMINISTRATION</b>	<i>No changes proposed</i>	
<b>C OBJECTS</b>	<i>No changes proposed</i>	
<b>D POWERS</b>	<i>No changes proposed</i>	
<b>E MEMBERSHIP</b>		
1. Membership of the Association shall be open to all those members of the British Caving Association interested in furthering the objects. There shall be classes of membership as follows:	<i>No changes proposed</i>	
a) Personal Members		
(i) INDIVIDUAL MEMBERSHIP shall be available to all persons aged 18 years or over.	(i) INDIVIDUAL MEMBERSHIP shall be available to Individual members of BCA on payment of the appropriate fee.	Changes to Section E reflect the fact that BCRA Membership is now administered by BCA
(ii) JOINT MEMBERSHIP shall be available to cohabiting couples both aged 18 years or over.	(ii) JOINT MEMBERSHIP shall be available to Joint members of BCA on payment of the appropriate fee.	
(iii) ASSOCIATE MEMBERSHIP shall be available to all persons aged 16 years or over.	(iii) <i>delete</i>	
(iv) JUNIOR MEMBERSHIP shall be available to all persons aged 16 years or over but under 21 years.	(iv) <i>delete</i>	
(v) HONORARY MEMBERSHIP may be granted by the Council to anyone who has given outstanding service to speleology; Honorary Membership shall confer all benefits of Individual Membership without payment of subscription and shall be conferred for life.	(v) <i>delete</i> <b><i>This change was declined by the AGM</i></b>	<i>[please refer to note 1 below]</i>
b) Corporate Members		
(i) CLUB MEMBERSHIP shall be available to all properly constituted clubs that are controlled by their members and which include some form of underground investigation as one of their objects.	(i) CLUB MEMBERSHIP shall be available to Club members of BCA on payment of the appropriate fee.	<i>[please refer to note 2 below]</i>
(ii) COMMERCIAL MEMBERSHIP shall be available to all individuals or organisations which provide training and/or facilities for outdoor pursuits together with retail, manufacturing and similar commercial organisations.	(ii) <i>delete</i>	Commercial and Affiliate membership is now covered by BCA's Associate membership class
(iii) AFFILIATED MEMBERSHIP shall be available to appropriate organisations which are not eligible for Club or Commercial Membership.	(iii) ASSOCIATE MEMBERSHIP shall be available to Associate members of BCA on payment of the appropriate fee.	BCRA Council no longer ratifies membership.
2. The submission of a completed application form duly signed by the applicant and accompanied by the appropriate subscription shall secure election to membership, subject to ratification by not less than two-thirds of the members of the Council present and voting at their next meeting.	2. The submission of a completed application form accompanied by the appropriate fee shall secure membership until the end of the calendar year.	
4. Every Honorary, Individual, or Joint Member, and each Member Club shall have one vote at any General Meeting or on any postal ballot. The benefits of each class of membership shall be as determined by the Council from time to time and as notified to the membership.	<i>Replace</i> "Honorary, Individual, or Joint Member" <i>by</i> "Personal Member"	Simplification
5. Subscription rates for each class of membership shall be as determined by the Council from time to time and notified to the membership. They shall become due at the beginning of the month in which the member is elected and shall be due for renewal on the anniversary of that date.	5. Fees for each class of membership shall be as determined by the Council from time to time and notified to the membership.	Members are no longer ratified by Council and membership runs to the end of the calendar year
<b>F MEMBERS' RESPONSIBILITIES</b>		
3. The Council may for any good reason by a two-thirds majority vote of those present and voting terminate the membership of any individual or organisation. The member may appeal to the Council against the decision within 28 days of receiving notice of such termination when the decision shall be reconsidered at the next meeting of the Council. If the Council considers that expulsion is warranted then the member shall be offered the opportunity to resign before the expulsion is made.	3. The Council may for any good reason by a two-thirds majority vote of those present and voting terminate the membership of any individual or organisation. The member or organisation will then have all membership rights suspended for a period of 28 days during which time an appeal may be lodged to the BCRA President against the decision. Failing to lodge such an appeal, within the requisite time period, the member or organisation will cease to be considered a member. Within 28 days of receiving notice of such termination and a subsequent appeal, the decision shall be reconsidered by the President and at least two other BCRA members nominated by the President. If the majority of the three individuals consider that the expulsion is warranted then the member shall be offered the opportunity to resign before the expulsion is made.	More practical and fair arrangements

## G HONORARY OFFICERS AND THE COUNCIL

3. The Council shall consist of: the President, the Honorary Officers, fifteen representatives of the Personal Members, four individuals elected as representatives of the Member Clubs, and any members co-opted in accordance with sub-clause G.8 of this Constitution. Every member of the Council must be an Honorary, Individual or Joint Member of the Association.

*Replace "fifteen" by "six"*  
*Delete "four individuals elected as representatives of the Member Clubs"*

Reduction in size of Council

## H TERMINATION OF COUNCIL MEMBERSHIP

1. A member of the Council shall cease to hold office if he or she:  
d) is absent without cause considered adequate by the Council from all their meetings held within a period of six months and the Council resolve that the position be vacated. The member may appeal to the Council against the decision within 28 days of receiving notice of such termination when the decision shall be reconsidered at the next meeting of the Council.

(d) is absent without cause considered adequate by the Council from at least two **consecutive** meetings and the Council resolve that the position be vacated. The member may appeal to the BCRA President against the decision within 28 days of receiving notice of such termination when the decision shall be reconsidered by the President and at least two other BCRA members nominated by the President. If the majority of the three individuals consider that expulsion is warranted then the member shall be offered the opportunity to resign before the expulsion is made.

More practical and fair arrangements

*This change was accepted by the AGM with the addition of the word 'consecutive' above*

*No changes proposed*

## I PERSONAL INTERESTS OF COUNCIL MEMBERS

## J MEETINGS AND PROCEEDINGS OF THE COUNCIL

6. The Council shall keep minutes, in books kept for the purpose, of the proceedings at meetings of the Council and any sub-committee.

6. The Council shall keep minutes, in books kept for the purpose or as electronic records properly protected, with at least one printed and signed copy, of the proceedings at meetings of the Council and any sub-committee.

Allows for electronic records

8. The Council may appoint one or more sub-committees for the purpose of making any inquiry or supervising or performing any function or duty which in the opinion of the Council would be more conveniently undertaken or carried out by a sub-committee; provided that each sub-committee shall consist of at least three members of the Council and that all acts and proceedings of any such sub-committee shall be fully and promptly reported to all members of the Council.

*Delete "each sub-committee shall consist of at least three members of the Council and that"*

Allows for reduction in size of Council

## K RECEIPTS AND EXPENDITURE

*No changes proposed*

## L PROPERTY AND TRUSTEES

*No changes proposed*

## M ACCOUNTS

*No changes proposed*

## N ANNUAL REPORT AND RETURN

*No changes proposed*

## O ANNUAL GENERAL MEETING

1. There shall be an annual general meeting of the Association which shall be held during the month of September each year or as soon as practicable thereafter.

1. There shall be an annual general meeting of the Association.

Allows meeting to be held at other times of year

## P SPECIAL GENERAL MEETING

1. A special general meeting may be called at any time by ten members of the Council, or twenty voting members of the Association, sending a written request to the Secretary stating the business to be considered.

*Replace "ten" by "six"*

*This change was accepted by the AGM with the substitution of the words 'a quorum' for 'six' above*

*No changes proposed*

Allows for reduction in size of Council

## Q PROCEDURE AT GENERAL MEETINGS

## R PROCEDURE FOR POSTAL BALLOTS

2. The officers of the Association shall ensure that papers for every postal ballot shall be posted to all voting members to arrive at least 21 days prior to the closing date.

*Replace "posted" by "issued"*

Allows for delivery by email

## S NOTICES AND POSTAL BALLOT FORMS

1. Any notice or postal ballot paper required to be served on any member of the Association shall be in writing and shall be served by the Secretary or the Council on any member personally or by sending it through the post in a prepaid letter addressed to such member at their last known address, and any letter so sent shall be deemed to have been received within seven days of posting.

*After "at their last known address" add "or by sending it by email addressed to such member at their last known and verified address"*

*This change was accepted by the AGM with the addition, after 'verified address' of 'if the member consents'*

*Replace "any letter so sent" by "any notice so sent"*

*Replace "within seven days of posting" by "within seven days of sending".*

Provision for email communication

*Insert new clause 2*

2. No notice or postal ballot paper required to be served on any member of the Association shall be sent by any method other than postal unless the delivery address has been suitably verified within the previous six months.

Provision for email communication

## T THE CONSTITUTION

*No changes proposed*

## U DISSOLUTION

*No changes proposed*

## Notes

- Honorary Members.** BCRA Council has considered the proposal that members may be better honoured by a special award (e.g. a medal of honour) than by a lifetime honorary membership, which is difficult to service.
- Requirements for Club Membership.** Both BCA and BCRA Councils have ruled that clubs must meet certain requirements in order to obtain membership. These rulings are not (and do not need to be) stated in the Constitution(s). BCA's and BCRA's requirements are similar except that, until recently, BCRA imposed an additional restriction that clubs must have "a dissolution clause in favour of an organisation with similar objectives to those outlined in [the requirements] and preventing distribution of the assets amongst the membership". In view of the fact that the administration of membership would be easier if BCRA's requirements were the same as BCA's, BCRA Council has ruled to abolish the aforementioned restriction.
- Further change to Clause G5.** Since the AGM, it has been realised that clause G5 now contains a redundant sentence, "All nominations and acceptances made on behalf of Member Clubs shall be signed by two officers of that Member Club". and so this sentence has been deleted.