



## **The Constitution of *Jersey in Transition***

### **1 Aims**

The organisation shall be known as **Jersey in Transition** or **JiT**. JiT was formed in response to the global issues of climate change and peak oil, based on an understanding of how these may impact life in the island of Jersey in years to come.

1. JiT aims to provide support for the transition of life in the island from its present form to one that is much less dependent on fossil fuels.
2. JiT challenges islanders to find ways of creating a more sustainable, less wasteful, society.
3. JiT consists of small focussed groups that provide the strength and inspiration for this challenge.
4. JiT members pool resources, share skills and knowledge, and other assets, to build up a community that will be more resilient.
5. Realising the groundwork that is already being done in Jersey, JiT actively seeks to work with other stakeholders.

Detailed objectives, designed to ensure delivery of these goals, will be developed by various groups. A steering group has been set up to assist the formation of these groups and facilitate communication within the movement.

### **2 Membership**

Membership is open to anyone who:

- a) is aged over 16 and resident in Jersey
- b) supports the aims of JiT

Applications for membership shall be considered at the first available Steering Group meeting. The applicant is a member of JiT as soon as s/he has received confirmation of membership from the secretary. The Steering Group may set an annual membership fee.

A list of all members will be kept by the secretary.

Members may resign at any time in writing to the secretary.

Members may be expelled if they are in breach of any rules enacted by the Steering Group.

Any member who has not paid their membership fee (if any) for one year will be contacted by the steering group, who will then decide whether that member is deemed to have resigned.

No offensive behaviour, including racist, sexist or inflammatory remarks, will be permitted.

### **3 Equal opportunities**

JiT will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age.

### **4 The Steering Group**

The management and administration of JiT will be carried out by the Steering Group elected at the Annual General Meeting. The Steering Group will consist of at least three members, including

- a) Chairman, who shall chair both general and steering group meetings;
- b) Secretary, who shall be responsible for the taking of minutes and keeping a record of members and any groups set up under the umbrella of JiT;
- c) Treasurer, who shall be responsible for maintaining accounts.

The Steering Group will meet as necessary and not less than four times a year.

In the event of a Steering Group member standing down during the year a replacement will be elected by the next General Meeting of members.

Any Steering Group member not attending a meeting without apology for three months will be contacted by the Steering Group and asked if they wish to resign.

The Steering Group may co-opt up to three more members who shall be eligible to stand for election to the Steering Group at the next AGM.

### **5 Meetings**

#### **5.1 Annual General Meetings**

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.

All members will be notified at least 3 weeks before the date of the meeting, giving the venue, date and time.

Nominations for the Steering Group may be made to the Secretary before the meeting, or at the meeting.

The quorum for the AGM will be 10% of the membership or 5 members, whichever is the greater number.

At the AGM:-

- a) The Steering Group will present a report of the work of JiT over the past year.
- b) The Steering Group will present the accounts of JiT for the previous year.

- c) The members of Steering Group for the next year will be elected.
- d) Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

## **5.2 Special General Meetings**

The Secretary will call a Special General Meeting at the request of the majority of the Steering Group or at least eight other members giving a written request to the Chairman or Secretary stating the reason for their request.

The meeting will take place within twenty-one days of the request.

All members will be given two weeks notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for the Special General Meeting will be 10% of the membership or 5 members, whichever is the greater number.

## **5.3 General Meetings**

General Meetings are open to members and non-members and will be held at least once every 3 months or more often if necessary.

All members will be given at least one week's notice of such a meeting, giving the venue, date, time and agenda.

The quorum for a General Meeting shall be 10% of the membership or 5 members, whichever is the greater number.

## **5.4 Rules of procedure for meetings**

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side are equal, the chairman of the meeting shall have an additional casting vote.

## **6 Finances**

An account will be maintained on behalf of JiT at a bank agreed by the steering group. At least two cheque signatories will be nominated by the steering group (one to be the Treasurer). Any two of these must sign every cheque. The signatories must not be related nor members of the same household.

Records of income and expenditure will be maintained by the Treasurer and a financial statement given to each Steering Group meeting.

All money raised and donations received by or on behalf of JiT must only be used to further the aims of JiT, as specified in this constitution. Assets of JiT are held in common for the benefit of JiT members and groups to further those aims.

## **7 Amendments to the constitution**

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

## **8 Dissolution**

If a meeting, by simple majority, decides that it is necessary to close down JiT it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve JiT.

If it is agreed to dissolve JiT all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation having similar aims, which organisation to be agreed at the meeting which agrees the dissolution.