

Wivelele Ukulele Group Constitution - Issue 1 - Approved 1/9/2025

1) Name

The name of the group shall be "Wivelele Ukulele Group ", hereinafter referred to as “Wivelele”.

2) Aims

- a) To enjoy, and to promote interest in, playing the ukulele.
- b) To act as an enabler for social interaction and collaboration within the wider community.
- c) To support agreed charities .
- d) These will be achieved through regular rehearsals and by performing in organised events, concerts and workshops.

3) Membership

- a) Membership of Wivelele shall be open to anyone 18+ who is interested in helping Wivelele to achieve its aims and is willing to abide by the rules of Wivelele.
- b) Guests are welcome to join the weekly rehearsal sessions and pay the session fee, with first session free. Junior players will need to be accompanied by a responsible adult.
- c) To be considered a member an individual should attend at least four sessions and pay the session fee.
- d) A minimum data set of name and email of each member will be held by the Committee. This will be managed in compliance with data privacy regulations.
- e) Every member shall have one vote at meetings.
- f) The Committee shall have the power to refuse or terminate membership where it is considered such membership would be detrimental to the aims of the group.
- g) Members may choose to join the WhatsApp group, in which case they must agree to their mobile number appearing within that closed group.

4) Management

- a) Wivelele operates in a spirit of co-operative teamwork and with minimal bureaucracy.
- b) Wivelele shall be administered by a Committee consisting of a Chair; Music and Events co-ordinator; Secretary; and Treasurer with such other officers as Wivelele shall deem necessary.

5) Finance

- a) Wivelele is a non-profit organisation that is self-funded through session fees. Details of club income and expenditure shall be reviewed regularly in committee meetings and shared with the membership at the AGM.
- b) Any money obtained by Wivelele shall be used to run the group in the first instance, including payment for rehearsal room usage and purchase of necessary insurances and licences. It may

also be used to fund equipment required for performances.

- c) From time to time the committee may decide to donate to a charity or other organisation.
- d) Any bank accounts opened for Wivelele shall be in the name of Wivelele
- e) Any cheque issued shall be signed or authorised by two of any three nominated signatures.
- f) The Committee will ensure that Wivelele stays within the budget.
- g) Applications for funding may be made where opportunities arise in order to further the aims of Wivelele.

6) Committee Meetings

- a) Committee business shall be transacted face to face wherever possible or by email/conference call when the need arises.
- b) An action log of agreements and actions will be recorded by the Secretary and distributed to all club members.
- c) A minimum of 3 committee members shall form a quorum for a committee meeting.
- d) No longer than 3 months shall elapse between meetings.

7) Annual General Meeting

Wivelele shall call one general meeting each year; the purpose of these meetings is for the group to account for its actions.

- a) At least fourteen (14) days' notice of such a meeting must be given.
- b) The meeting will be chaired by the chair or an appointed chairperson.
- c) The business of the AGM shall include:
 - i) Chair and Music/Events Coordinator's report on the activities over the year.
 - ii) Treasurer's report on the finances
 - iii) Election of Committee members.
 - iv) Consideration of any other appropriate matter.

8) Alteration of the Constitution

- a) Proposals for amendments to this constitution, or dissolution (see Clause 9) must be agreed at a **special meeting**, called with at least two weeks (14 days) clear notice.
- b) Any changes to this constitution must be agreed by at least two thirds of the members.

9) Dissolution

The group may be wound up at any time if agreed by two thirds of those members present at the special meeting. Any assets may be returned to members, passed to another group with similar aims, given to a charity, or any combination of these, as agreed by at least two thirds of the members.

10) Adoption of the Constitution

This constitution was adopted by a unanimous vote of the members at a rehearsal held on:

Date : 1st September 2025. An original copy of the document signed by all members present is held by the Secretary.

Signed by:

Chair: Bob Croft

Music & Events Coordinator: Dave Williams

Treasurer: Kevin Boylan

Secretary: Alicia Arthur

Members: