

Proposed amendments to the BBA Constitution.

Item 5 - update of the post holder titles. We now need a membership secretary to manage the mailing lists and membership details. In addition we also have a committee member who takes responsibility for education and courses. The terminology should reflect current approach to gender neutrality ie Chair and Vice chair. This takes the post holder number to 6. The number of general members, who support with varied skills and expertise, can be more fluid therefore does not need to be specified at 5. Currently there are 4 general members. It is difficult to recruit members to the committee as members have such busy lives.

Item 5 – quorate committee meetings. Previously with a total committee of 9, 5 was considered to be quorate and allowed for a majority vote. As the committee is now larger to accommodate the tasks required, to achieve a majority vote at a meeting would require 6 committee members. As the agenda is circulated prior to online meetings allowing members who cannot attend meetings to register their opinions, 4 committee members physically present at meetings is considered realistically achievable and to take forward absentee opinions and to take decisions based on all opinions ie to be quorate. The Chair retains the casting vote in case of no majority

Item 6 – Update of number of members for a quorate AGM. A third of membership at an AGM might have been reasonable when BBA was small committee but now there are 150 members it is rarely achievable. 10% would appear to be a reasonable and achievable percentage.

Item 6 – The minimum formal notice for the AGM will be 28 days though this is often booked and advertised in updates well before this time, allowing for members who wish to raise early questions/motions. The agenda will follow.

Minimum 21 day notice of questions or motions for discussion at AGM (ie up to 7 days after the formal notice of the AGM). This timescale is to allow for the committee to meet to discuss any questions or motions. This year a list of questions was submitted short of this time frame. Following discussion these were answered by the committee members with subject matter knowledge with an offer of a face to face meeting. For the future, should this occur again, the matters will be discussed at the committee meeting following the AGM.

Item 7 – Terminology confusion. We have terminologies confused here - mixed messages. We have a chair and vice chair- no presidents. This should be changed to Chair and Vice Chair.

The Vice Chair will not automatically succeed to the post of Chair

Post holder elections should be elected/re-elected on an annual basis for all posts.

The chair and vice chair will not serve longer than 3 years. Co-opting a BBA member to fill a vacancy on the committee should be added

Item 14 – AGM- EGM members present. This is two thirds of the attendees present at the AGM/EGM not two thirds of the full membership.