



Southern African Bulb Group

Constitution

Aims

The **Southern African Bulb Group** (SABG) promotes the cultivation, study and conservation of bulbous plants from southern Africa.

Membership

Membership is open to anyone with an interest in these plants by application form with a joining donation. The amount of the donation required is stated on the application form, and may be varied from time to time, at the discretion of the committee. Membership of the group shall entitle the member to participate in all general activities of the group.

Members may resign by letter or email to the Secretary. A member may be asked to resign, or be expelled from the group, at the discretion of the Committee.

Committee and Officers

The group is managed by a Committee consisting of members with a Chairman, Secretary and Treasurer and up to three other members. The Officers and other Committee members shall be elected at a group meeting once every three years. All Officers and Committee members shall be eligible for re-election if they wish. The Committee may co-opt up to two extra members, for example to fill a vacancy.

A list of members with their contact details will be maintained by one designated person, and made available to those Committee members who need it for the purpose of managing the group. The list will not be made available to any organisation or individual outside the group other than as required by law.

Meetings

The aim is to have a number of planned meetings a year (usually two) which any member may attend. Meetings are also open to members' guests and non-members on payment of the meeting charge.

Committee meetings will normally be scheduled to take place at the same place and date as the planned meetings, or may be held online.

There will be no Annual General Meeting. Any member may call for a special meeting by letter, supported and signed by five other members, to the Secretary; this will be arranged by the Committee to happen together with the next planned meeting. Notice of a special meeting, giving details of any matters to be discussed, will be communicated to the membership at least one month before that meeting. The quorum for a special meeting is 25, or half the membership, whichever is less. Minutes will be taken by the Secretary of any special meeting, and distributed to the membership.

Procedures

The Chairman, or other officer in his or her absence, will conduct the planned meetings. At any meeting the Chairman or their stand-in will have a casting vote if required.

All communications between the Committee and the other members will as far as possible be by email or other online means. Any member not having access to the Internet can receive communications by post on provision of stamped and addressed C5 envelopes to the Secretary.

Finances

There is no yearly membership fee, but the Committee may request a levy if finances make it necessary.

The Committee will maintain a bank account in the name of the group. Cheques must be signed by any two of the three officers.

The Treasurer will maintain accounts of income and expenditure. The accounts will be audited annually by an independent person and after approval be published to all members by email or newsletter.

Surplus funds may be disbursed as grants to further the aims of the group, at the discretion of the Committee.

Changes to the Constitution

Revisions to the constitution will be framed by the Committee and presented to a special meeting for ratification. If accepted by majority vote of the special meeting, the Committee will notify members and any other interested parties of the changes made.

Dissolution

In the event of any decision to close the group, the whole membership will be notified within a month. If not revoked during the following twelve months from that notification, the group assets will be donated to a plant charity.

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