

MEMBERSHIP OF THE TRUST

The trust needs members from the local community to ensure that it provides what the community wants. Are you able to join?

CRATHES PUBLIC HALL TRUST [SCIO] is a Scottish Charitable Incorporated Organisation.

The purposes of Crathes Public Hall Trust [SCIO] are to manage and maintain a community hall for the benefit of the inhabitants of the village of Crathes and its environs without distinction of age, gender, sexuality or political, religious and other opinions, in order to improve the conditions of life within the community:

- by providing facilities for recreational, cultural, and community-centred activities, and
- by sponsoring community events within the hall to advance education, citizenship and community development.

The hall is owned by the trust on behalf of the community. The trust consists of:-

- The MEMBERS - who have the right to attend any general meetings and have important powers under the constitution. In particular, the members elect charity trustees from the membership to serve on the board, which is accountable to the members for its actions. They also take decisions on changes to the constitution itself.
- The BOARD (“Charity Trustees”) - who hold regular meetings, and generally control the activities of the trust. For example, the board is responsible for monitoring and controlling the financial position of the trust.

The rules governing the operation of the trust are detailed in the constitution, a copy of which is available on request. The members have a clear and fundamental role, akin to that of shareholders within a company, but they have no liability to pay any sums to help to meet the debts (or other liabilities) of the trust if it is wound up. Accordingly, if the trust is unable to meet its debts, the members will not be held responsible.

To ensure the continued viability of the trust and the long term future of the hall it is important that the community is fully engaged with the trust and its operations, and is represented by as wide and diverse a membership as possible.

Accordingly, membership of the trust is open to any individual aged 16 or over who resides within the area bounded by the River Dee on the south, the Hill of Fare on the north, and extending to five kilometres east and four kilometres west of the hall.

The board must keep a register of members, setting out for each current member:

- his/her full name and address; and
- the date on which he/she was registered as a member of the organisation; and
- for each former member - for at least six years from the date on he/she ceased to be a member - his/her name; and
- the date on which he/she ceased to be a member.

To enable the maintenance of this register, we ask that any person who wishes to become a member completes an application form and sends it to a member of the Board for action.

THE ROLE OF MEMBERS OF A SCOTTISH INCORPORATED ORGANISATION

As stated, the members have a clear and fundamental role within the trust, akin to that of shareholders within a company. This mainly involves attending members' meetings. A member may also be requested to serve on a sub-committee for a specific activity.

Members' meetings

The board must arrange a meeting of members (an annual general meeting or "AGM") in each calendar year.

The business of each AGM must include:-

- a report by the chair on the activities of the organisation
- consideration of the annual accounts of the organisation
- the election/re-election of charity trustees.

The board may arrange a special members' meeting (a special general meeting or "SGM") to consider specified resolutions at any time. The board must also arrange an SGM if it is requested to do so by a sufficient number of members (5% or more of the total membership of the organisation).

Voting

Every member has one vote, which must be given personally.

Most decisions at members' meetings will be made by majority vote, but the following resolutions will be valid only if passed by not less than two thirds of those voting:-

- a resolution amending the constitution
- a resolution expelling a person from membership
- a resolution directing the board to take any particular step (or directing the board not to take any particular step)
- a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation)
- a resolution to the effect that all of the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities)
- a resolution for the winding up or dissolution of the organisation.

Minutes

The board must ensure that proper minutes are kept in relation to all members' meetings. These must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.

Membership of a sub-committee

The board may delegate any of its powers to sub-committees; a sub-committee must include at least one charity trustee, but requests for volunteers for the sub-committee may be made to members.