

CONSTITUTION AND BY-LAWS OF THE FILIPINO-BRITISH ASSOCIATION IN PLYMOUTH, DEVON and CORNWALL

Constitution:

1 Name The association's name is Filipino-British Association in Plymouth, Devon and Cornwall and abbreviated as "FBAIPDC" (as amended by majority vote of the members on 22 February 2019)

2 The purposes of the association are:- (1) To unite all Filipinos in Devon particularly in Plymouth and in the towns adjacent to it. (2) To accept all persons of legal age who are willing and interested in joining the association, without restriction, regardless of gender or religion. (3) To serve as a bridge of communication between all Filipinos in United Kingdom, (4) To develop the potential of our children to become more responsible and productive the community. (5) To mould our children into God fearing, respectful and a highly educated individuals. (6) To create an outlet such as sports events, outings, socialisation and cultural activities for all members, to combat boredom, and to turn our children away from vices such as drugs. (7) To minister to the needs of members when it is in the capacity of the association to do so. (8) To do all things related to and in connection with the carrying out of the objectives of the association.

3 Board of Officers (Trustees)

The association shall be managed by a Board of Officers who are elected at the Annual General Meeting (AGM) of the association.

4 Carrying out the purposes In order to carry out the charitable purposes, the Officers of the Board have the power to: (1) raise funds, receive grants and donations (2) apply funds to carry out the work of the association (3) co-operate with and support other charities with similar purposes (4) do anything which is lawful and necessary to achieve the purposes

5 Membership

The association shall have a membership. People who support the work of the association and are aged 18 or over, can apply to the Board to become a member. Once accepted, membership lasts for 1 year and may be renewed. The Board will keep an up-to-date membership list.

The Board may remove a person's membership if they believe it is in the best interests of the association. The member has the right to be heard by the Board before the decision is made and can be accompanied by a friend.

6 Annual General Meeting - AGM (1) There must be at least one tenth of the total members present at the AGM. (2) Every member has one vote. (3) The AGM must be held every year, with 14 days notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM. (4) The trustees shall present the annual report and accounts. (5) Any member in good standing may stand for election as an Officer of the Board. (6) Members shall elect the Officers to serve for the next year. They will retire at the next AGM but may stand for re-election.

7 Board meetings (1) The Officers will, if possible, hold a meeting every two months and must hold at least 3 meetings each year. The Board will act by majority decision. (2) At least 5 Officers must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting. (3) If Officers have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided. (4) During the year, the Officers will appoint the coordinators for the committees. They will stand down at the next AGM. (5) The Officers may make reasonable additional rules to help run the association. These rules must not conflict with this constitution or the law.

8 Money and property (1) Money and property must only be used for the association's purposes. (2) The Officers must keep accounts. The most recent annual accounts can be seen by anybody on request. (3) Officers cannot receive any money or property from the association, except reimbursement of expenses paid personally on behalf of the association. (4) Money must be held in the association's bank account. All cheques must be signed by 2 Officers if the amount exceeds £50.

9 General meetings If the Officers consider it is necessary to change the constitution, or wind up the association, they must call a General Meeting so that the membership can make the decision. The Officers must also call a General Meeting if they receive a written request from the majority of members. All members must be given 14 days notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept. (1) Winding up - any money or property remaining after payment of debts must be given to a association with similar purposes to this one. (2) Changes to the Constitution - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a association. (3) General Meeting - called on written request from a majority of members. (4) Trustees may also call a General Meeting to consult the membership.

10 Setting up the association This constitution was adopted on .October 2011 by the

people whose signatures appear below. They are the first members of the association and will be the trustees until the AGM, which must be held within one year of this date.
Signed

Print name and address

By-Laws of the Filipino British Association in Plymouth, Devon and Cornwall

ARTICLE I : POLICIES

1. The FBAIPDC is a voluntary and non—profitable association

2. The FBAIPDC adheres to a policy of peace, justice, co—operation, freedom and equality between members. 3. The FBAIPDC governing body shall serve and protect its members, 4. The maintenance of peace and order, and promotion of general welfare are essential to the enjoyment of the privileges of membership in the association. 5. The FBAIPDC shall not interfere nor discuss members religious or political affiliations, 6. The FBAIPDC shall be governed by a Board of officers elected from members in good standing. 7. The FBAIPDC Board shall have the right to terminate one's membership in cases where misconduct and violation of the Constitution and By-Lawas may result in serious damage to the name of the association. 8. The FBAIPDC shall promote a just and dynamic social order, to promote full enjoyment, and to improve quality of life for all. 9. The FBAIPDC shall value the dignity of every member and guarantees full respect for one's rights. 10. The FBAIPDC shall ensure the fundamental principle of equality before the law for men, women and children 11. The FBAIPDC shall promote the value of strong family relationships thereby encouraging its members to act as responsible parents and guardians to their children. 12. The FBAIPDC shall maintain healthy posting of messages in all communications, such as in written, verbal, or social networks (e.g. facebook, twitter).

ARTICLE II : RIGHTS AND OBLIGATIONS 1. Any person of legal age residing in the UK, intending and tendering their willingness to join may join the association. 2. All members shall have the privilege and freedom to properly voice out their ideas and thoughts. 3. All members shall have the right to attend all gatherings and social activities of the association. 4. All members shall have the right to transparency of the financial records of the Association. 5. All FBAIPDC members shall each pay a yearly contribution. The amount will be determined by the Board.

ARTICLE III : MEETINGS AND ACTIVITIES

Meetings:

1. The FBAIPDC shall hold a meeting of officers every two months (first Saturday). 2. An emergency board meeting may be called by the chair, provided that one-half plus one of the board members concur (i.e. 5 board members). 3. An AGM shall be held to discuss the financial status of the association at the year end, to elect the next set of board members and to plan for the next fiscal year. 4. No business shall be transacted at any general meeting unless a quorum is present. If: (a) a quorum is not present within half an hour from the time appointed for the meeting, or (b) during a meeting a quorum ceases to be present, then the meeting shall be adjourned to such time and place as the Board shall determine.

5. 4. A quorum is:

(a) For board meetings, one half plus one of the existing board members (i.e. five members). (b) For General Meetings, one tenth of the total membership at the time.

Activities: 1. Yearly sportsfest and family fun day, 2. Social gatherings like Halloween party, Christmas party, Valentine's party etc. 3. Religious-cultural activities - to promote and preserve Filipino culture and traditions for example, Santacruzán. 4. The Association will be involved in Plymouth Community Events, 5. All activities shall be carried out through volunteer work. ARTICLE IV : SOURCE OF FUNDING 1. The association shall be funded by its members, 2. The association shall conduct fund raising activities. 3. All voluntary donations coming from private companies or private individuals and government agencies are highly appreciated, 4. All activities shall be partly funded by the association and partly by sponsorship / fund raising, so that the association finances will remain in positive balance. 5. A year- end audit shall commence after the Christmas party and the financial status report shall be issued to the Board and to any member upon request for the purpose of transparency.

ARTICLE V : OFFICERS AND TERMS OF OFFICE

1. The Association and its property shall be managed and administered by a Board of officers and other members elected in accordance with this constitution and by-laws, 2. The Association shall have the following officers: (a) A Chair (b) A deputy chair (c) A secretary (d) A treasurer (e) 4 Public Relation Officers (PROs) 3. If for any reason, the chair is unable to complete his/her term, the deputy chair shall assume the office for the remainder of the term, a new deputy chair will be elected by special election. 3. The Association shall have coordinators in the following areas such as: (a) 4 Sports Coordinators (b) 4 Entertainment/ Cultural Coordinators (c) 4 committee members for Marketing & Fund Raising. (d) 3 Technical Coordinators (e) 2 Transport Coordinators 4. Co—ordinators for Association activities shall be appointed by the officers, 5. Officers and co-ordinators must be members

of the Association. 6. Only members in good standing will be eligible for election as officer or appointment as committee coordinator. 7. The legal age to hold an office is 18 years of age regardless of sexual or civil status, 8. The officers shall have a year term of office after he/she was elected and before the next election commence. 9. The elected officers shall be allowed to serve for a maximum of two (2) consecutive terms in a particular office thereby allowing him/her to serve for two(2) consecutive years, 10. All elected officers, whose terms have expired can be elected to any other office. 11. All co-ordinators shall serve the same term as the elected officers.