

**Bedfordshire Business Women
Constitution**

1. We are called Bedfordshire Business Women
2. Our purposes are:
 - To promote the business interests of women in the county
 - To support and encourage the development of women in business
 - To facilitate business dealings and partnerships between members and to develop business contacts outside the group
 - To provide an opportunity for members to meet like-minded professionals, and share experiences and ideas
3. Membership is open to women who live and/or have business interests in the county of Bedfordshire
4. The classes of membership available are individual or corporate and the rates of annual subscription are fixed at the Annual General Meeting (AGM).
5. The following officers shall be elected at each AGM:

President (to be ratified)

Vice President – The VP shall be ratified as the President at the following year's AGM

Treasurer

Secretary

The committee shall normally consist of the above officers and up to a maximum of four other members who shall be elected at the AGM. The Committee shall have the power to co-opt up to three additional members to the Committee.

6. The Committee may only take decisions when at least three members of the Committee, including two officers, are present.
7. An AGM shall be held each year not later than six months after the end of the financial year which shall be 31st March each year. The Committee shall give not less than 21 days notice of the date fixed for an AGM. Any proposals requiring members vote shall be notified at this time, together with a list of nominations for the forthcoming committee. A quorum at an AGM shall be 5 members or 10% or the total members (in either case excluding corporate members for the purpose of this calculation) whichever shall be the lower.

8. An independent examiner shall be appointed at the AGM or failing that by the Committee. Accounts shall be presented at the AGM for approval by the members.
9. This constitution may be amended by a motion passed at an AGM by at least two thirds of the members present at the meeting.
10. The President has the right to nominate a charity of her own choosing.
11. Should BBW cease to exist, the residual monies held on account should be distributed to the current President's charity.