

Constitution of the Irish Light Aviation Society

Adopted 28/4/2013; Amended 26/1/2014

Article 1 Name

- 1.1 The name of the Society shall be the 'Irish Light Aviation Society', abbreviated ILAS, and hereinafter referred to as 'the Society'.

Article 2 Objectives

- 2.1 The promotion of amateur aircraft construction in Ireland.
- 2.2 The support, preservation, and operation of vintage and classic aircraft in Ireland.
- 2.3 The support and promotion of the sport of aerobatics amongst its members.
- 2.4 To provide support to all ILAS administered aircraft through the operation of the Permit-to-Fly system as authorised and amended by the Irish Aviation Authority.
- 2.5 To provide leadership in the achievement of low cost flying through co-operation and partnership with like-minded bodies, and appropriate representation at all levels.
- 2.6 To promote safety in all aspects of the Society's activities.
- 2.7 To promote the growth of the Society, and to provide opportunities for members to experience aviation.

Article 3 Membership

- 3.1 Applications for membership will be considered by the Committee, which, in its absolute discretion, may decide to admit the applicant. The Committee's decision shall be final.
- 3.2 The annual subscription rate shall be set at the Annual General Meeting and must be paid within sixty days thereafter. After this period the individual's membership will be deemed to have lapsed. The Committee may devise other incentives to encourage prompt payment.
- 3.3 Only fully paid up members will be entitled to stand for election to the Committee.
- 3.4 Honorary Life Membership may be granted at the discretion of the Committee.
- 3.5 Persons who are in full-time education will be entitled to apply to the Committee for a restricted category of membership called Student Membership. This will carry a reduced annual membership fee to be set by the Committee. Student members will not be entitled to apply for a Flight Permit under the ILAS Permit Scheme, nor to register a construction project, and will not be entitled to vote at a General Meeting. Student Membership may be granted at the discretion of the Committee.
- 3.6 If a member of the Society engages in conduct unbecoming, or engages in activities and/or use of language which might disrupt the various activities of the Society or bring the Society into disrepute, then the said member may be subject to disciplinary action.
- 3.7 Members in breach shall be required to provide a written explanation. In the event that disciplinary action is proposed, they shall be required to attend a disciplinary hearing before the Committee.
- 3.8 The Committee, having taken legal advice and depending upon the offence may:-
 - 3.8.1 Suspend the member.
 - 3.8.2 Expel the member.
 - 3.8.3 Carry out other such discipline as the Committee may decide.
- 3.9 The Committee shall confirm in writing, the nature of and reason for the disciplinary action.
- 3.10 Suspended members shall not be eligible to vote for the duration of the suspension.
- 3.11 The Committee's decision shall be final.

Article 4 The Committee

- 4.1 A committee shall conduct the business of the Society.
- 4.2 The Committee of the Society shall be elected at the Annual General Meeting, or, if necessary, at an Extraordinary General Meeting.
- 4.3 The Committee shall consist of the following members: Chairman, Hon Secretary, Hon Treasurer, Permit/ Airworthiness Secretary, and no more than seven ordinary Committee members. All members of the Committee must be members in good standing of the Society. An Hon Auditor (who is not a member of the Committee) shall be selected by the Committee from the membership.
- 4.4 Subcommittees may be established as and when required.

Article 5 Committee Meetings

- 5.1 Meetings of the Committee shall be held as necessary, but at least four times per year. All members of the Committee shall be entitled to attend and vote at such meetings. Where necessary, the Chairman will have a casting vote.
- 5.2 The quorum for a meeting of the Committee shall be a minimum of five Committee members.
- 5.3 Physical or virtual attendance shall be by general agreement of the Committee.
- 5.4 Meetings of the Committee shall be convened by the Secretary or Chairman. At least seven days notice of a Committee meeting shall be given to the members of the Committee.
- 5.5 Minutes of Committee meetings shall be published to the private section of the Society website within seven days of each meeting.

Article 6 General Meetings

- 6.1 The Annual General Meeting of the Society shall normally take place in January of the year, at a time determined by the Committee.
- 6.2 No less than thirty days notice of a General Meeting shall be given. The date and time of a General Meeting, together with relevant documents (minutes of previous meeting, accounts and etc) shall be notified to the membership by email and shall be posted to the homepage of the society website at the same time. Failure to receive email will not invalidate the notification.
- 6.3 An Extraordinary General Meeting of the Society may be convened to:
 - 6.3.1. Consider a proposal to amend this constitution or any other governing instrument of the Society;
 - 6.3.2. Address any other circumstance not provided for in this constitution.
- 6.4 An Extraordinary General Meeting may be convened by:
 - 6.4.1. A majority decision of the Committee; or
 - 6.4.2. A submission to the Committee of a petition signed by not less than 25 members of the Society.
- 6.5 Robert's rules of Order (see Appendix A) shall apply to all debates at meetings.
- 6.6 Minutes of general meetings shall be published to the private section of the Society website within seven days of each meeting.

Article 7 Election of the Committee

- 7.1 The Committee of the Society shall be elected at a General Meeting.

- 7.2 The Auditor shall act as returning officer for the elections. Where the Auditor intends to be an election candidate, a returning officer — who is not a candidate — shall be appointed by the Committee when the post for which the auditor is standing is being decided. The returning officer may co-opt assistants as required on the day.
- 7.3 All members of the Society in good standing, shall be eligible for election to the Committee.
- 7.4 Candidates for each position on the Committee of the Society should be notified to the Committee 14 days before the Annual General Meeting, but may be proposed at the Annual General Meeting.
- 7.5 All members of the Society in good standing shall be entitled to vote in the election of the Committee.
- 7.6 The election of members of the Committee shall take place by a show of hands.
- 7.7 Where the votes obtained by any candidate exceed the votes obtained by any other candidate for that position, he/she shall be deemed elected to that position.
- 7.8 The Committee shall hold office from their election until the end of the next Annual General Meeting.
- 7.9 Upon standing down, Committee members shall be immediately eligible for re- election.

Article 8 Resignations from the Committee

- 8.1 The resignation of any member of the Committee shall be instituted by a letter of resignation to the Secretary of the Society. In the case of the resignation of the Secretary, resignation may be instituted by a letter of resignation to the Chairman.
- 8.2 Vacancies in the Committee shall be filled by the Committee by co-option from the body of the society.

Article 9 Management of Finance

- 9.1 The finances of the Society shall be managed by the Treasurer of the Society.
- 9.2 No member of the Committee of the Society shall receive remuneration from the Society, or use their office for personal financial gain.

Article 10 Amendments to the Constitution

- 10.1 This Constitution shall become effective immediately upon being accepted by vote of the membership.
- 10.2 Amendments to this constitution may be made at a General Meeting of the Society as described in Section 6 above.
- 10.3 Notice of such amendments must be submitted in writing to the Secretary thirty days before the date of the Annual General Meeting.
- 10.4 Details of the amendment must be communicated to the membership two weeks before the General Meeting and displayed on the homepage of the ILAS website at the same time.
- 10.5 A simple majority vote shall be sufficient to pass the motion and in the event of a tie, the Chairman shall have the casting vote.

Article 11 Anti-Doping Policy

ILAS forbids the use of prohibited substances. The rules of ILAS regarding doping are those adopted by the Irish Sports Council and as amended from time to time.

Article 12 Child Protection Policy

Every child taking part in ILAS activities shall be able to do so in a safe environment without risk of physical, sexual or mental abuse. ILAS will adhere to the published guidelines and procedures as set down in the 'Code of Ethics and Good Practice for Children's Sport'.

Appendix A RULES OF DEBATE (Extract)

(For full text See:- westsidetoastmasters.com/resources/roberts_rules/toc.html)

Even though members have the right to debate, established parliamentary rules concerning the privileges of debate exist:

- A member must obtain the floor and be recognized by the presiding officer before beginning to speak. A member can't begin talking while seated. However, in small board meetings where rules of debate are less formal, talking while seated is allowed. (See Chapter 11, "Board Meetings.")
- The member who made the motion has the first right to speak to the motion. He or she does so by rising and obtaining the floor after the chair places the motion before the assembly for discussion.
- A member can speak twice to the motion on the same day, but he or she can take the second turn only after everyone who wishes to speak the first time has spoken. If debate on the motion is continued at the next meeting, which is held on another day, the member's right to debate is renewed.
- Each member can speak for ten minutes on each turn unless the assembly has adopted rules that state another amount of time.
- Debate must be germane (relevant) to the motion.
- Speakers must address all remarks to the chair; cross talk between members is not allowed.
- Speakers must be courteous and never attack other members or question the motives of the members. In controversial issues, the discussion is focused on ideas, not on personalities. Members must not use inflammatory statements such as "it's a lie," "it is a fraud," or "he's a liar." However, a member may say:
"Member: I believe there is strong evidence that the member is mistaken."
- Profane language is also prohibited.
- In debate, speakers refer to officers by title and avoid mentioning other members' names. Instead, they should refer to the members by identifiers such as "the member who just spoke" or "the delegate from Hawaii."
- When speaking to a motion, it is important for the member to first let the assembly know which side of the issue he or she is on. If in favor of the motion, the member states

Member: I speak for the motion.

and gives the reasons why. If opposed, the member states

Member: I speak against the motion.

and gives the reasons why. Doing so helps the chair alternate the debate.

In controversial issues, the presiding officer should alternate the debate between those speaking for and those speaking against the motion. After someone speaks for the motion, the chair asks:

President: Would anyone like to speak against the motion?

After someone speaks against the motion, the chair asks:

President: Would someone like to speak in favor of the motion?

This practice ensures that all sides are represented, keeps tempers down, and prevents one side from dominating the discussion.

- The member who makes the motion can't speak against his or her own motion, although he or she can vote against it. The person who seconds the motion, however, can speak against the motion because a second means "Let's discuss it," not "I agree." Sometimes a member seconds a motion so he or she can speak against it.
- A member can't read (or have the secretary read) from part of a manuscript or book as part of his or her debate without the permission of the assembly. However, the member can read short, relevant printed extracts in debate to make a point.
- During debate, a member can't talk against a previous action that is not pending, unless one of the motions to rescind, reconsider, or amend something previously adopted is pending; or unless the member concludes his or her remarks with one of these motions.
- During debate, members should take care not to disturb the assembly by whispering, talking, walking across the floor, or causing other distractions.
- During debate, the presiding officer sits down when a member is assigned the floor to speak. Or if, when seated, members can't see the presiding officer, the officer stands back from the lectern while the member is speaking. (Like the rule of one item of business at a time, this rule allows only one person at a time to have the floor.)
- If at any time during debate the presiding officer needs to interrupt the speaker for a ruling (for example, if the chair is correcting something that the speaker is doing) or needs to give information (facts related to the discussion, for example), the member should sit down until the presiding officer finishes. The member can then resume speaking.
- In deliberative assemblies (bodies that meet to consider proposals made to them), members do not have the right to give some of their time to another member. If a member has not used his or her ten minutes, the member forfeits the unused portion.
- As the chairman, the presiding officer must remain impartial. As a member, the presiding officer has a right to debate. Thus, if the presiding officer wishes to speak to an issue, he or she relinquishes the chair to another officer (the vice president, for example) who has not spoken and does not wish to speak. If no officer wishes to take the chair, a member who has not spoken and has received the assembly's approval can preside. The presiding officer resumes the chair when the motion has been either voted on by the assembly or temporarily put aside by a motion to refer to a committee, postpone to another time, or lay on the table.
- In debating an issue, members also have the right to conclude their debate with a higher-ranking motion than the one pending. (See Chapter 6 for a chart on ranking motions.) This action upholds the parliamentary principle that when the chair recognizes a member for any legitimate purpose, the member has the floor for all legitimate purposes.