

Extract of the minutes from Suffolk Poetry Society's AGM 20.3.2022

8. Administrative changes to the constitution

8.1 The Secretary advised the background to the changes. Most related to the wish of the Trustees to have the use of electronic means clearly spelled out as an acceptable way of running meetings and doing Society business. Several resolutions moved previously approved AGM resolutions, currently recorded in the Membership Rules, to be in the Constitution, given their governance nature. One resolution related to the need to update the constitution in the light of recent Data Protection legislation, GDPR. The resolutions would be reported to the Charity Commission within 21 days and appended to the Constitution. The Chair read out each resolution in turn.

8.2 Resolution 1

Suffolk Poetry Society members resolve to adopt the proposed new wording for para 8.4: 8.4 *The trustees must keep a register of names and addresses of the members. Members can access their own data and request any other member's data only in accordance with UK's General Data Protection Regulation (GDPR) and the charity's data protection policy.*

The motion was proposed by Antony Johae and seconded by Diane Jackman and was passed unanimously.

8.3. Resolution 2

Suffolk Poetry Society members resolve to adopt the proposed new para 10.6 in Section 10 General Meetings: 8.6 *Annual general meetings and special general meetings may be held electronically.*

The motion was proposed by Sue Foster and seconded by Kate Foley and was passed unanimously.

8.4 Resolution 3

Suffolk Poetry Society members resolve to adopt the proposed additional text 'or submitted by electronic means' after the wording 'resolution in writing' in para 15.2 Section 15 (Votes), in paras 21.13 and 21.14, Section 21 (Proceedings of Trustees) so that each sentence reads: *'resolution in writing or submitted by electronic means'*.

The motion was proposed by Rosemary Jones and seconded by Blossom Hoyles and was passed unanimously.

8.5 Resolution 4

Suffolk Poetry Society members resolve to adopt the proposed new para 15.3 in Section 15 (Votes): 15.3. *If an annual general meeting or special general meeting is held electronically, then voting may also take place by electronic means at that meeting.*

The motion was proposed by Anne Boileau and seconded by Sue Foster and was passed unanimously.

8.6 Resolution 5

Suffolk Poetry Society members resolve to adopt new wording for para 17 (5), Section 17, (Officers and trustees), to reflect Resolution no 2 passed at the AGM, March 8th 2015:

17.5 The number of trustees shall not be less than three and the maximum number of trustees at any one time will be nine (unless otherwise determined by a resolution of the charity at a general meeting).

The motion was proposed by Lynne Nesbit and seconded by Jen Overett and was passed unanimously.

8.7 Resolution 6

Suffolk Poetry Society members resolve to adopt the proposed new para 18. 6 in Section 18, (Appointment of trustees), to reflect Resolution no 1 passed at the AGM, March 6th 2016:

18.6 The trustees may nominate a person to be President of the charity, who shall be ratified annually by members at the next annual general meeting, but that person shall not be a trustee.

The motion was proposed by Catherine Dell and seconded by Peter Mortimer and was passed unanimously.

8.8 Resolution 7

Suffolk Poetry Society members resolve to adopt new wording for para 21.7, Section 21, (Proceedings of trustees), to reflect Resolution no 2 passed at the AGM, March 8th 2015:

21 (7) The quorum shall be three or such larger number as may be decided from time to time by the trustees.

The motion was proposed by Fran Reader and seconded by Mai Black and was passed unanimously.

8.9 Resolution 8

Suffolk Poetry Society members resolve to adopt the proposed new para 21.15 in Section 15, (Proceedings of trustees) to reflect and extend the trustees' byelaw passed 8 May 2017, approved under Resolution 1 at the AGM 29 April 2018.

21.15 The trustees may use video conferencing, teleconferencing and electronic communications as part of doing business as appropriate.

The motion was proposed by Ian Hartley and seconded by Kate Foley and was passed unanimously.

Kate Rex asked that a vote of thanks be recorded, thanking the Secretary for all her work on the Constitution.