

# **THE INTERNATIONAL GUILD OF KNOT TYERS**

## **CONSTITUTIONAL RULES**

### **Name and Object**

1. The Guild shall be named the International Guild of Knot Tyers
2. The object of the Guild shall be the advancement of education by the study of and practice of the art, craft and science of knotting, past and present. In furtherance of this object but not otherwise the Guild shall have the following powers:
  - (a) To undertake research into all aspects of knotting and to publish the useful results.
  - (b) To establish an authoritative body for consultation purposes
  - (c) To publish a periodical or periodicals and other papers and books about knotcrafts and related subjects.
  - (d) To form and maintain a library of books, papers, films, photographs and other materials about knotcrafts and related subjects, with a view to making information available to Members of the Guild, and to the general public.
  - (e) To form a collection of knots and knotting and work related crafts.
  - (f) To encourage the employment of knotcrafts as a manual activity in schools, and as a therapy among the physically handicapped

### **Membership**

3. The Guild shall consist of an unlimited number of members.
4. Membership shall be open to anybody interested in knotting.
5. The Guild shall be a non-profit making voluntary association and no member shall derive any profit or gain from Guild funds.
6. The Guild shall not engage in any political activities.
7. The Guild shall be international and its membership shall be open to people of all countries.

## **Domicile**

8. For purposes of law, the Guild shall be domiciled in England, and shall be governed in its internal activities by the law of England.

## **Council of Trustees**

9. The management of the Guild shall be vested in a Council of not more than nine Guild members.

10. The Officers and members of the Council, to be elected by the Annual General Meeting shall be:

- (a) A President
- (b) A Secretary
- (c) A Treasurer
- (d) Six Council Members

each of the above shall be elected for a term of three years, with one third of the members retiring each year.

11. In addition to whom the Council may appoint, with no voting right within Council:

- (a) A Supplies Secretary
- (b) A Membership Secretary
- (c) A Minute Secretary
- (d) A Publicity Secretary

12. Five members of the Council shall form a quorum

13. Nominations for Council appointments may be made by any member of the Guild, but must be seconded by another member of the Guild.

14. Nominations may be submitted to the secretary in writing before the Annual General Meeting, or may be made from the floor of the Annual General Meeting.

15. The Council shall elect its own Chairman or Chairwoman who has only one vote as a member of the Council

16. Decisions shall be made by a majority of votes cast. In the event of an equal number being cast for each side on an issue, the Chairman or Chairwoman does not have a casting vote, but the matter is taken not to have been carried.

17. The Chairman or Chairwoman, the Secretary and the Treasurer may together take decisions on the matters which cannot reasonably be delayed provided that any such decisions are reported to the Council as soon as possible.

18. In the event of a Council Member retiring, or otherwise failing to complete the three year term of office, the remaining members of the Council may co-opt a member of the Guild to fill the vacancy until the next Annual General Meeting when a successor shall be elected for the balance of that term of office. A co-opted member shall become a full, voting member of the Council.

### **Sub Committees**

19. The Council may appoint such sub-committees as it may deem necessary to transact particular aspects of the Guilds affairs, providing that any such decisions are reported to the Council as soon as possible. Such sub-committees shall be chaired by a Member of the Council, but non Council Members may be appointed to serve on such sub-committees.

20. Such sub-committees shall be granted full authority to deal with and take any action on any particular matter delegated to them, within a budget fixed by the Council.

21. A quorum for each sub-committee shall be fixed by the Council when the sub-committee is appointed.

### **Annual and Special General Meetings**

22. An Annual General Meeting shall be held before 30th June each year for the election of Officers and Council Members and for the general business. Retiring Trustees and Officers may offer themselves for re election.

23. The Secretary shall convene a Special General Meeting at the written request of not less than ten members.

24. Six weeks notice of every General meeting shall be given

25. The President shall take the Chair at a General Meeting but in the absence of the President or at their request the Chairman shall take the chair or some other member chosen by the members attending the meeting.

26. In the event of a tie in a vote at a General Meeting the member taking the Chair shall not have the casting vote but the matter is taken not to have been carried.

27. Where equal votes are cast for two or more candidates standing as Officers of the Guild or where an equal number of votes are cast for candidates for membership of the Council and there are insufficient vacancies for all candidates with an equal number of votes then the ballot for the post or posts shall be rerun with those candidates who have an equal number of votes until an Officer or members are elected with a majority of votes cast.

## **Objectives**

28. The objectives of the Guild for a financial year shall be drawn up by the Council before the 31st December of the preceding year and made available to members by such means and in such manner as the Council sees fit. At the Annual General Meeting the Council shall report on the extent to which the previous financial year's objectives were met.

## **Subscriptions**

29. The annual membership subscription shall be due on joining the Guild and thereafter on the first day of the month following the anniversary of the date of joining. The categories of membership are Junior (under 16 years of age), Adult, Family, Group and Corporate.

30. Family Membership shall include up to 2 adults and all of their children under the age of sixteen.

31. Group Membership is open to youth groups and institutions including branches of such institutions subject to acceptance of their status by the Council.

32. Companies, firms and institutions may apply to the Council for Corporate Membership of the Guild and may be admitted upon such terms and subscriptions as the Council shall in each case decide.

33. . The subscription rates for other than corporate members shall be fixed at each General Meeting for the succeeding year but the Council shall have the power to reduce the subscription for such classes of persons and for such time as they see fit.

34. Membership carries voting rights for those who attend a general meeting and are not covered Rule 35 as follows:

- (a) Junior Members 1 vote
- (b) Adult Members 1 vote
- (c) Family Members 2 votes (which may be exercised by one member of the family if only one attends)
- (d) Corporate Members 1 vote
- (e) Group members 1 vote

35. A member three months or more in arrears with their subscriptions shall enjoy none of the benefits of Guild membership and shall not be entitled to take any part in or vote at a General Meeting. A member of the Council who is three months or more in arrears shall be deemed to have resigned from the Council.

## **Patrons**

36. The Council may give recognition to any donor making a substantial contribution to the funds of the Guild by bestowing upon them the title of Patron of the International Guild of Knot Tyers.

## **Vice Presidents**

37. The Guild in General Meeting may appoint any number of Vice Presidents. A Vice President shall not, ex officio, be a Member of the Council.

## **Accounts**

38. The Guild's financial year shall end on the 31st December each year. Suitably qualified persons shall be appointed by the Annual General Meeting to examine the accounts of the Guild in accordance with the law as it applies to charities and to report thereon at the subsequent Annual General Meeting.

## **Librarian**

39. A Librarian, appointed by the Council, shall administer the Library and Archives of the Guild and shall maintain a repository of accumulated knowledge concerning knot crafts and other subjects included in the Objects of the Guild. Assistant Librarians may be appointed by the Council to handle different aspects of the Guild's collections.

## **Exhibitions**

40. Apart from the Annual General Meeting, and every other General Meeting, the Guild shall endeavour to hold exhibitions open to the public.

## **Branches**

41. Members are encouraged to set up branches of the Guild in their own countries or areas and such branches must submit a copy of their rules to the Council for ratification.

## **Guild Property**

42. Members are encouraged to donate work to the Guild for exhibition purposes.

43. All Guild properties, e.g. books and papers, videotapes, knots and ropework may be loaned to branches and groups of members for display purposes. The conditions under which such a loan is made may be set by the Council in each case.

## **Alterations to Rules**

44. Alterations to these rules shall receive the assent of two thirds of the members present and voting at an Annual General Meeting. A resolution for the alteration of the rules, must be received by the Secretary of the Guild at least twenty-one days before the meeting at which the resolution is brought forward. At least fourteen days notice of such a meeting must be given by the Secretary to the membership and must include notice of the alteration proposed. Provided that no alteration shall be made to Rule 2(Object), Rule 45 (Dissolution) or this rule without prior approval in writing of the Charity Commissioners or other authority having charitable jurisdictions; and no alteration shall be made which would have the effect of causing the Guild to cease to be a charity in law.

## **Dissolution**

45. The Guild may be dissolved by a resolution passed by a two thirds majority of those present and voting at a Special General Meeting convened for the purpose of which twenty-one days notice shall have been given to members. Such resolutions may give instruction for the disposal of any assets held by or in name of the Guild, provided that if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid to, or distributed among members of the Guild, but shall be given or transferred to other such charitable institution or institutions having objects similar to some or all of the Guild as the Guild may determine, and if so and in so far as effect cannot be given to this provision - then some other charitable purposes.