

NISIG

National Infertility Support & Information Group

CONSTITUTION

Address

P.O. Box 131, Togher, Cork.

1.0 Name

The name of the organisation shall be National Infertility Support and Information Group (herein after called the organisation).

2.0 Main Object

The main object of the organisation is to promote awareness of issues related to infertility and to ensure that infertile people in Ireland have access to the information, support and services they require.

2.1 Subsidiary Objects

In furtherance exclusively of the foregoing main objects, the organisation shall have the following subsidiary objects:

- a. establishing a centre or centres for activities designed to advance the said aim
- b. establishing a national support group in Ireland for people who are infertile
- c. providing a confidential service which attempts to meet the informational and support needs of infertile people
- d. raising awareness of the needs of infertile people through education and media representation
- e. working to ensure the provision of effective services in Ireland for people who are infertile on the basis of need
- f. providing information on matters of health and referring people in need of professional assistance to relevant statutory and voluntary agencies
- g. co-operating with statutory and voluntary agencies engaged in the furtherance of the above objectives

3.0 Membership

3.1 Eligibility

Women and / or men without distinction of age, nationality, religion or political affiliation shall be eligible for membership of the organisation

3.2 Membership

Membership of the organisation shall be by way of acceptance and approval by the Committee following the receipt of a completed application form.

3.2.1 The Committee referred to hereafter shall, by regulation, prescribe the conditions for and rights and privileges of members; and shall make regulations for the admission to and termination of a member or members and shall be responsible for the day to day running of the organisation.

3.2.2 A record of all membership will be maintained and updated as necessary by the Committee. If local groups are formed they remain accountable to the Committee. In this regard the Committee shall mean the officers of the organisation and the members of the Committee as elected at the Annual General Meeting of the organisation.

3.3 Role of Members

Membership of the organisation entitles one to:

3.3.1 Vote at Annual General Meetings and Extraordinary General Meetings.

Determine policy issues of the organisation at AGMs and EGMs.

Elect Committee members.

3.4 Withdrawal of membership

A person's membership is withdrawn under the following circumstances:

3.4.1 He / she has acted contrary to the aims and objectives of the organisation and / or has brought the organisation into disrepute

or

He / she has committed a serious breach of confidentiality

3.4.2 Responsibility lies with the committee to investigate any violation(s) under this section immediately it is brought to their attention and take appropriate action within one month.

3.4.3 If the committee by two thirds majority vote withdraws membership for reasons other than stated above, any such person must be formally notified in writing of that decision and is entitled to appeal any such decision within one month of same by requesting the committee to hold a general meeting where his / her case can be reviewed.

3.4.4 If such a meeting is requested the withdrawal of membership must then be ratified or overturned by a simple majority vote by members.

3.4.5 This procedure does not impinge a person's rights under natural and constitutional justice to appeal any such decision.

3.4.6 Any person whose membership is withdrawn automatically ceases to be a member of the organisation or the committee where applicable.

4.0 The Committee

The organisation shall be managed by a Committee, consisting of a Chairperson, Secretary, Treasurer and Public Relations Officer elected by and from the members present and voting at the Annual General Meeting. The Committee is responsible for the implementation of the aims and objectives of the organisation.

In addition, its functions include:

4.1 The Committee shall by regulation prescribe the conditions and rights and privileges of members; and shall make regulations for the admission to and determination of membership.

4.1.1 The Committee shall make such regulations, as they consider appropriate for the efficient conduct of the business of the organisation.

4.1.2 The Committee shall establish sub-committees, consisting of members of the organisation and shall determine their terms of reference, membership and duration; all such sub-committees shall make regular reports of their work to the committee, or at the committee's request.

4.2 Membership of the Committee

The committee is to consist of members of the organisation

4.2.1 A term of office will be three years for the first period of the organization's existence. Thereafter the AGM has the power to review each year and determine for the coming year the maximum number of Committee members and the proportion from each section.

4.3 Election of the Committee

After the first term of office, which will be three years, all members of the Committee are to resign at the AGM and shall be eligible for re-election.

4.3.1 The members of the Committee are elected at the AGM and they in turn elect the officers (i.e. Chairperson, Treasurer, Secretary etc.) and other officers of the organisation.

4.3.2 Each candidate is to be proposed and seconded in writing, 14 days in advance of Annual General Meeting or Extraordinary General Meeting.

4.3.3 The Committee may at its discretion co-opt any person it deems suitable to the committee.

4.3.4 Any committee member retiring after a three-year period is eligible for re-election.

4.4 Termination of membership of the committee

A member of the Committee shall cease to be such under the following circumstances:

4.4.1 Upon receipt by the Secretary of the Committee of his/ her written resignation.

4.4.2 If he / she is absent from three consecutive meetings of the Committee without due reason or cause being given. The onus is on the member to make official contact with the organisation.

4.4.3 If he / she has acted contrarily to the objects / policies / rules of the organisation and has brought the organisation into disrepute.

4.4.4 If he/ she has committed a serious breach of confidentiality

4.4.5 Responsibility lies with the Committee to investigate any violations under this subsection immediately.

4.4.6 The Committee on a two-thirds majority vote may withdraw membership for reasons other than those stated above. Any person whose membership is withdrawn must be formally notified in writing of that decision.

4.4.7 Any person whose membership is withdrawn for reasons other than those stated above must be notified in writing of that decision and is entitled to appeal the decision by requesting the Committee to hold a meeting where his / her case can be reviewed. However ten days notice of such a meeting must be circulated to all members of the Committee.

4.4.8 A person whose membership of the committee is withdrawn is no longer eligible to serve as a committee member and must immediately submit his / her resignation to that effect.

5.0 Meetings

5.1 Annual General Meeting

The Annual General Meeting shall be held at a time not being more than twelve months since the previous annual general meeting and at a place determined by the Committee.

5.1.1 The business of the Annual General Meeting shall be:

5.1.2 To receive and approve annual reports on the activities of the past year from the Committee members

5.1.3 To receive and approve the accounts of the organisation

5.1.4 To elect Officers and Committee according to such nomination and voting procedure as the organisation may from time to time determine.

5.2 Extraordinary General Meeting

The Committee shall have the power to call an Extraordinary General Meeting as it sees fit. One month's notice in advance will be given to members.

6.0 Alteration of the rules of the Organisation

The rules of the organisation may only be altered by not less than 66% vote of members of the organisation. Proxy vote will count.

7.0 Confidentiality

Confidentiality is and remains a vital part of the service offered by the organisation and each person associated with the organisation is obliged to maintain the integrity of the organisation in that respect. A serious breach of confidentiality can result in withdrawal of membership.

8.0 Income and Property

The income and property of the organisation shall be applied solely towards the promotion of its main objectives as set forth in this constitution. No portion of the organization's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise how so ever by way of profit to members of the organisation. No member of the organisation shall be appointed to any office of the organisation paid by salary or fees, or receive any remuneration or other benefit in money or moneys worth from the organisation. However, nothing shall prevent any payment in good faith by the organisation of:

8.1 interest at a rate not exceeding 5% per annum on money lent by Officers or other members of the organisation to the organisation;

8.2 reasonable and proper remuneration to any member of the association (not being an officer) for any services rendered to the association.

8.3 reasonable and proper rent of premises demised and let by any member of the organisation (including any Officer) to the organisation;

8.4 reasonable and proper out of pocket expenses incurred by any Officer in connection with their attendance to any matter affecting the organization.

8.5 fees, remuneration or other benefit in money or money's worth to any organisation of which an Officer may be a member.

9.0 Additions, alterations or amendments

No additions, alterations or amendments shall be made to or in the provisions of the Constitutions for the time being in force unless the same shall have been previously submitted to and approved in writing by the Revenue Commissioners.

10.0 Winding Up

If upon the winding up or dissolution of the organisation there remains, after satisfaction of its debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of the organisation. Instead, such property shall be given or transferred to some other charitable institution or institutions having main objects similar to the main objects the organisation. Members of the organisation shall select the relevant institution or institution at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object.

11.0 Keeping of Accounts

Annual audited accounts shall be kept and made available to the Revenue Commissioners on request.