

CONSTITUTION OF THE
DINKY TOYS COLLECTORS' ASSOCIATION

1 TITLE

1.1 The title of the Association shall be "The Dinky Toys Collectors' Association" hereinafter referred to as "the association".

2 OBJECTIVES

The objectives of the association shall be;

- 2.1 To stimulate interest among, to seek knowledge from and to exchange information between, collectors of *Dinky Toys* and *Hornby Modelled Miniatures* as manufactured by Meccano Ltd in its British and overseas factories up to and including the year 1979;
- 2.2 To promote and hold, either alone, or jointly with other associations, clubs, or persons such meetings, exhibitions and other functions as the executive committee may decide;
- 2.3 To increase the interest and knowledge of the members and to encourage members to support the association financially for the general wellbeing of the association;
- 2.4 To publish and circulate a regular "Journal" and other information of interest to the members;
- 2.5 To encourage members to produce and commission spare and replacement parts and to undertake repairs and restorations;
- 2.6 To support and organise any other activity which in the opinion of the executive committee is likely to further any or all of the above objectives.

3 MEMBERSHIP

- 3.1 Application for membership shall be open to all persons interested in these objectives of the association and shall be made to the honorary membership secretary.
- 3.2 The three classes of membership shall be:
 - A Ordinary membership.
 - B Family membership. This shall be open to persons residing in the same household as an ordinary member and not wishing to receive a separate copy of the Journal.
 - C Honorary membership. The executive committee may nominate honorary members from within the membership in recognition of services rendered to the association, subject to ratification by the membership in general meeting. Honorary membership shall generally be for life.
- 3.3 Annual subscription rates shall be decided at each annual general meeting and will be payable no later than the following April 30th each year. Members desiring to terminate their membership shall give notice in writing to the honorary membership secretary, but shall not be entitled to any return of any part of their subscription. Any member other than an honorary member,

whose subscription remains unpaid by the last day of April, shall be regarded as having resigned their membership.

3.4 Each new member shall be supplied with a copy of this constitution.

4 EXECUTIVE COMMITTEE

4.1 The executive committee shall comprise the following honorary officers and up to six ordinary members. The function of the executive committee shall be the control and day-to-day management of the association, the calling of the annual general meeting, ensuring that the association complies with all laws, maintaining records required by law and for the convenience of the association's members, and liaising with members to develop the association.

4.2 The officers of the association shall be:

- The President
- The Chairman
- The Vice-Chairman
- The Editor
- The Membership Secretary
- The Secretary
- The Technology Officer
- The Treasurer

The rolls of the officers shall be:

The president - To guide the management of the Association

The chairman – To ensure the efficient administration of the association

The vice-chairman – To replace the chairman where appropriate

The editor – To produce and distribute a journal on the required dates and support the website supervisor

The membership secretary – To deal with all aspects of membership administration.

The secretary – To deal with the day-to-day communications and to organise meetings

The technology officer – To deal with the website and other electronic facilities available to the association

The treasurer – To monitor the association's finance and prepare budgets and accounts as required.

4.3 Officers and other members of the executive committee shall be elected by the membership at the annual general meeting (and members postal votes where attendance at the annual general meeting is impossible, mailed to the secretary, to be received not less than 48 hours prior to the time set for the annual general meeting) to serve until the next annual general meeting.

4.4 The appointment of honorary vice-presidents to the DTCA is at the absolute discretion of the executive committee and is only to be awarded for services to the association.

4.5 Officers and other members of the executive committee may resign at any time by giving notice in writing to the secretary, chairman or president. The executive committee shall have the power to co-opt members to the executive committee, to fill any vacancies caused by such resignations, or by failure to

- elect a full executive committee at any annual general meeting. Appointees will serve until the next annual general meeting and shall then be eligible for election to the executive committee by the members.
- 4.6 The executive committee shall meet at least once each year in addition to the annual general meeting to conduct the business of the association and all proceedings shall be entered in the minutes record. Virtual meetings via electronic communication shall constitute “a meeting”. Matters arising shall be determined by a majority open vote and when necessary the Chairman shall have a second, casting vote.
- 4.7 All committee members must receive at least 21 days prior written notice of any meeting or virtual meeting, in addition to a website posting. A quorum shall be any five members of the executive committee.
- 4.8 A quorum for the transaction of executive committee business shall be five. Full minutes are to be taken of any meeting and published on the website <dtcaweb.org>
- 4.9 Officers and committee members are not entitled to receive payment for any services they may render to the association, except for the reimbursement of their reasonable expenses. Such expenses shall normally be submitted before the end of the financial year and will be subject to approval by the executive committee.
- 4.10 The executive committee shall have the power to deal with any matters not provided for in this constitution.

5 FINANCE

- 5.1 The honorary treasurer shall be responsible for the funds of the association and will keep such books and records as are necessary to give a true position of the association’s financial affairs.
- 5.2 A current account shall be at such bank (s) as the executive committee may, from time to time, decide. Cheques shall be signed by any two from the honorary treasurer, chairman or the president, three being the maximum allowed by Barclays Bank. Other deposit accounts may be maintained with banks, the post office or building societies, as the executive committee shall, from time to time, decide. Signatories in respect of withdrawals shall be the same as those applicable for the operation of the current account. Goods or services may only be ordered on behalf of the association by a minimum of three executive committee members acting in agreement.
- 5.3 The association’s financial year shall run from the first day of January to the last day of December. The honorary treasurer will present an Income and Expenditure account and Balance Sheet for the year ending on that date to the Annual General meeting. The accounts shall be circulated to members as soon as possible thereafter.
- 5.4 In the event that the association’s financial reserves are at any time insufficient to meet its liabilities the honorary treasurer shall immediately advise the president and honorary secretary. The president shall then convene a meeting of the executive committee forthwith.
- 5.5 The annual accounts shall be prepared by the treasurer and independently audited before presentation to the annual general meeting by either a professionally qualified accountant appointed by the annual general meeting,

or two established, paid-up association members appointed by the annual general meeting who are not members of the executive committee.

- 5.6 Individual members of the association shall not be entitled to receive payment for services that they render to the association without the prior approval of the executive committee and then subject to those conditions as in 4.7

6 GENERAL MEETING

- 6.1 An annual general meeting shall be held once in every year at such time and place as may be determined by the executive committee, within 15 months of the holding of the last preceding annual general meeting. All other general meetings shall be called “Extraordinary General Meetings”.
- 6.2 The executive committee may whenever it thinks fit or on requisition in writing by not less than 15 paid-up members convene an extra-ordinary general meeting. Communications from the members to the executive committee via the website, <dtcawebsite.org> shall have the same validity as conventional written communication.
- 6.3 An annual general meeting and any extraordinary general meeting shall be called by giving not less than 28 days written notice to all members to their recorded address and via the website <dtcawebsite.org>. Non-receipt of notice by any member shall not invalidate the proceedings at any general meeting
- 6.4 Business to be transacted at the annual general meeting shall be:-
- a To approve the minutes of the previous general meeting
 - b To receive and approve the annual report of the executive committee
 - c To receive and approve the annual statement of account and the balance sheet.
 - d To appoint a reporting accountant
 - e To elect officers and members of the executive committee
 - f To decide the amount of the annual subscription for each class of membership
 - g In addition to routine business the members shall be entitled to raise any matter provided seven days prior notice has been given to the honorary secretary
 - h To conduct other business at the discretion of the executive committee.
- 6.5 At any general meeting a quorum shall be 15 members including any executive committee members present. If within 15 minutes from the appointed time for the meeting a quorum is not present the meeting shall stand adjourned to such other time and place as the executive committee may decide and rule 6.3 shall not apply. If at the adjourned meeting a quorum is not present within 15 minutes from the time appointed for the meeting the members present shall form a quorum, and rule 6.5 shall not apply.
- 6.6 The chairman shall take the chair at general meetings. If the chairman is absent the vice-chairman shall act as chairman for the meeting the decision of the chairman in matters of procedure is final.
- 6.7 At any general meeting a motion put to the vote of the meeting shall be determined by a show of hands.
- 6.8 In the case of an equality of votes the chairman of the meeting is entitled to a second, casting vote.

7.0 ASSOCIATION ACTIVITIES

- 7.1 Members appointed by the executive committee to conduct trading activities on behalf of the association shall maintain records of stocks and sales and be responsible for safe custody of such stock. Income accruing from sales shall be passed to the honorary treasurer at regular intervals.
- 7.2 At the close of each financial year members conducting trading activities on behalf of the association shall provide the honorary treasurer with a statement of sales and a certificate of stock in hand.
- 7.3 Any member or group of members who wish to organise any function using the name of the association and requiring insurance cover under the Association's Public Liability Insurance policy must notify the honorary secretary within 14 days prior to the event giving full details of the event and the insurance cover required and gain executive committee approval demonstrated by written permission from the secretary.

8 INDEMNITY

- 8.1 All members indicate by payment of the subscription that they agree to be bound by this constitution
- 8.2 The association cannot be liable for any debts incurred by members.

9 DISSOLUTION OF THE ASSOCIATION

- 9.1 If at any general meeting of the association a resolution calling for the dissolution of the association is passed by two-thirds majority of the members present a postal vote shall be taken of all members and if the resolution is approved by not less than two thirds of members voting the executive committee shall proceed to dissolve the association.
- 9.2 On dissolution all assets will, where possible, be sold. Any surplus cash remaining after discharge of all liabilities together with any property will be donated to one or more bodies having objectives of a similar nature to those of the association; such bodies to be determined by the executive committee at the time of the dissolution.

10 AMENDMENTS TO THE CONSTITUTION

- 10.1 The constitution of the association shall not be altered or added to in any way except by the passing of a special resolution by at least two-thirds of the members present at a general meeting.

11 OVERSEAS REPRESENTATIVES

- 11.1 The executive committee may by majority decision appoint association members to represent the association in countries outside the United Kingdom to promote membership in country in which the member is resident, or for a region in which a group of two or more adjacent countries are normally recognised as being "a region" and act as liaison officers.