



Adult Literacy Organisers Association

TEXT OF CONSTITUTION

1.0 NAME

1.1 The name of the Association is Adult Literacy Organisers' Association (ALOA)

2.0 AIMS

2.1 To enhance the status of Adult Literacy provision within the Adult Education system.

2.2 To promote a high quality Adult Literacy service.

2.3 To secure recognition of the social, cultural and economic context of Adult Literacy.

3.0 Objectives

3.1 To provide a means for the expression of the collective opinion of Adult Literacy Organisers.

3.2 To improve the conditions of employment of members and to promote and protect their interests through appropriate channels.

3.3 To assist individual members develop their competence.

3.4 To create a positive public awareness of the needs and benefits of Adult Literacy.

3.5 To establish lines of communication within the association and with other voluntary and statutory agencies.

3.6 To influence Departments of Government and others in developing adequate Adult Literacy facilities.

3.7 To promote research into all aspects of Adult Literacy.

4.0 Membership

4.1 Membership shall be open to all persons employed in a paid capacity as Adult Literacy Organisers under Education and Training Boards, subject to ratification by a meeting of the Executive.



4.2 The ALOA allows for Associate Membership, application for which will follow procedures laid down by the Executive.

4.2(a) That individuals who have previously served as ALOs and who are not eligible for membership of the AEOA or CEOA should be eligible for associate membership, of proposed by their region and ratified by the Executive.

4.2(a)1 Such associate members should not be eligible to vote, or to serve on the Executive, but could be brought into working groups and should pay one third of the current membership subscription.

4.3 Membership becomes valid when an individual pays the appropriate fee and fulfils the conditions specified under 4.1.

4.4 Membership is on an annual basis from 1 January to the following 31 December inclusive.

4.5 Lapsed members may be reinstated subject to the conditions as may be laid down by the Executive Committee from time to time.

4.6 Where exceptions apply, membership may be considered at the discretion of the Executive Committee.

5.0 Meetings

5.1 There shall be held each year:

(a) An AGM at such time and place as the Executive shall decide, of which two calendar months' notice shall be given to each member. Such meeting shall proceed in the event if 1/3+1 of paid-up members being present.

(b) At least four regional network meetings per year.

5.2 The function of the AGM shall be:

(a) To receive the Annual Reports of the Association.

(b) To receive the Annual Accounts of the Association.

(c) To consider and act on Resolutions duly submitted by the members.

5.3 The functions of the Regional ALOA Meetings shall be to discuss general policy issues and to elect two representatives per region, when appropriate, to the Executive.

5.4 The AGM shall be held between 1st April and 30th June in each calendar year, both dates inclusive.

5.5 Resolutions, new appointments to the executive, and amendments to the constitution, including Executive resolutions and Amendments to the Constitutions, should be submitted 30 days before the date of the AGM.



5.6 A Regional ALO Meetings shall be held in each region within eight calendar months of the last AGM. Other Regional Meetings may be held at the discretion of each particular region. It will be the duty of the Regional Executive members to convene the Regional Meetings.

5.7 Extraordinary General Meetings may be called by a minimum of twelve members of the Adult Literacy Organisations' Association petitioning the Executive Committee for such a meeting. The petition shall specify the purpose for which the meeting is being called. The Executive Committee shall then proceed to convene a general meeting at the earliest possible opportunity, but not later than two months from the receipt of the formal written petition. The Extraordinary General Meeting shall proceed only if eight of the original signatories are present.

5.8 The order of business for the general meetings shall be arranged by the Executive Committee.

5.9 Voting at General Meetings shall be by show of hand. Five or more members may call for a secret ballot. In the case of an equality of votes the Chairperson, at his/her discretion has a second casting vote.

5.10 Decisions on Resolutions for General Meetings shall be carried by single majority.

5.10.1 Fees become due from 1 January in each calendar year to be paid before 31 March. Names shall appear on a register on payment of a fee. Only fully paid-up members can vote at meetings of the organisation.

5.11 The Chairperson's ruling on any matter shall prevail in normal circumstances. However, should any ruling be challenged by not less than half of those present and entitled to vote, then the ruling shall be put to a vote on a show of hands. The decision shall be by a simple majority.

5.12 The Constitution may be amended at any AGM provided the proposed Amendment motions proposed and seconded on behalf of a Region or is signed by five members. No alteration to the Constitution shall be valid unless endorsed by a two-thirds majority of those members of the Association present and voting.

6.0 The Executive Committee

6.1(a) The Executive Committee shall consist of twelve members: two representative from each of the six regions.

(b) The Officers shall consist of the Chairperson, Vice-Chairperson, Public Relations Officer, and Honorary Treasurer.

(c) The Quorum for the Executive Committee Meeting shall consist of five members of the Executive, including at least one Officer.

(d) The Executive committee shall meet a minimum of six times in any calendar year.



6.2 The Chairperson, Vice-Chairperson, PRO, Honorary Secretary and Honorary Treasurer, shall be elected for a period of two years, and may be re-elected for one further period of two years, after which they may not be eligible for re-election for two years. The Executive shall on its first meeting after each AGM nominate and appoint its Officers to fill any arising vacancies.

6.3 Members of the Executive Committee shall hold office for two years and shall be eligible for re-election for one further period of two years after which they may not be eligible for re-election for two years.

6.4 It shall be the duty of the Executive Committee to execute resolutions passed at General Meetings and to administer the affairs of the Association in accordance with the rules laid out in the Constitution.

6.5 In the event of the resignation or death of the Chairperson before his/her term of office expires, the Vice-Chairperson will automatically assume the Chairperson's office and responsibility, The position of the Chairperson so filled will become vacant again at the AGM following the temporary appointment.

6.6 In the event or resignation or death of any officer before his/her term of office expires, the Executive Committee will, at its discretion, temporarily appoint an Executive member to the position vacated; the position so filled will automatically become vacant at the AGM following the temporary appointment.

6.7 A Membership of the executive shall be from AGM to AGM.

6.8 That the retiring chair of ALOA should remain, ex officio, a non-voting member of the Executive, to attend meetings as required for one year after leaving office.

7.0 Expenses

7.1 The public transport, petrol money or appropriate assistance allowances of members of the Executive Committee attending meetings thereof may be paid out of the existing funds of the Association.