



Bye-Laws

Name

The organisation shall be known as The Professional Speaking Association, also referred to as The PSA.

Purpose and objectives

The aim of The PSA is to help those engaged in speaking to audiences for remuneration to speak more and speak better.

Operation

The PSA shall be a company limited by guarantee run by an elected Board of Company Directors who will be active participants in the running of the PSA. Directors shall be appointed and removed in accordance with the Company's articles. This Board of Company Directors shall be responsible for the operation of The PSA. Elections will be held annually at a General Meeting of members where candidates for election will propose what they will do for the PSA in the year ahead. Directors will normally serve for four years with a maximum of eight years.

Membership

Membership is open to all individuals who speak to audiences. Grades of membership and qualifications thereof, may be determined from time to time by the Board of Company Directors and shall be published on the PSA website and in printed membership documents.

Subscriptions

Membership subscriptions may be levied by the Board of Company Directors with the amounts being published on the PSA website and notified to members at each Annual General Meeting.

Management

The day to day management of the PSA shall be the responsibility of the Company Directors. The PSA may employ administrative assistance and any other services as they deem necessary with the approval of the Board of Company Directors. The Board of Directors may set up Committees to assist

them in their work including: a Membership Committee, an Events Committee, a Regional Committee, an Education Committee, an External Liaison Committee and any other committees which are required from time to time to enable the organisation to help achieve its objectives. Each Committee shall have a Chairperson who shall report to a member of the Board of Directors. Each Committee shall maintain records of its meetings which will be submitted to meetings of the Board of Directors and which will be included in the records of such meetings. Each Committee Chairperson shall run the committee in the way most appropriate to meeting the objectives of such committee as laid down by the Board of Company Directors. The Board of Company Directors and the other Committees shall meet as often as determined by those committees in order to fulfil their objectives.

Strategy

The strategic development of the PSA shall be the responsibility of the Board of Company Directors.

Finance

All monies raised by the PSA shall be applied to the furtherance of the purpose and objectives of the organisation. Accounts will be maintained within accordance of the relevant Acts of Parliament and accounts (audited if required) will be published at each Annual General Meeting. One Board Director shall be the Finance Director and shall be responsible to the PSA for ensuring the accounts are maintained correctly. All financial arrangements, such as the start and end of the financial year, the bankers used and so on shall be determined by the Board of Company Directors according to the advice received from the Finance Director.

Regions

The PSA shall allow the setting up and operation of Regions which are local groups of members. Each Region shall have a President who shall operate the group according to the requirements laid down from time to time by the Board of Company Directors. The role of the Regional President is to help their group achieve the purpose and objectives of the PSA locally. Regional Presidents may set up a Committee to help them run their Region and they shall act as Chairperson of that Committee. Regional Presidents shall be members of the Regional Committee set up by the Board of Company Directors.

Events

The PSA may hold events at venues, times and dates as may be set by the Board of Company Directors, Committees or Regions as long as those events help the organisation achieve its purpose and objectives. Members may be required to pay to attend such events and non-members may also attend, if the organisers of such events deem this appropriate.

Annual General Meeting

An Annual General Meeting shall be held once each year at a venue, date and time as determined by the Board of Company Directors. The business of such Annual General Meetings shall be to present the audited accounts, to provide a record of the year and to outline plans for the future. Appointments of Directors and other officials shall take place at each Annual General Meeting using procedures as determined by the Board of Company Directors and as published on the PSA website. Annual General Meetings may be attended by anyone who has paid a subscription. Resolutions for consideration by the Annual General Meeting may be submitted by members to the Board of Company Directors no less than 14 days in advance of the Annual General Meeting. A simple majority vote will be required for resolutions to be passed.

General Meeting

A General Meeting may be called by the Board of Company Directors by giving 30 days' notice to the membership. Such a meeting may be required to change the Bye-Laws, to dissolve the organisation or any other matter which the Board of Company Directors agrees requires a vote of the membership.

Alterations to the Constitution

These Bye-Laws may be altered by a special resolution of 75% vote at an Annual General Meeting or a General Meeting.

Dissolution

The PSA may be wound up on the advice of the Board of Company Directors or following a successful vote at an AGM or EGM. The Board of Company Directors shall have the power to dispose of any assets which remain after the dissolution, with priority to such disposal given to equally sharing such assets amongst the membership.

Dated 7th October 2017