

Constitutional Review Meeting

Date: 8 June 2005

Present: David Cox, Mark Davis

- The purpose of the meeting was to agree and document a process within which the Constitution of The Dons Trust will be reviewed; the dates are geared towards the work being concluded by the Special General Meeting in March 2006 at which a series of Resolutions will be presented to the membership for their consideration.

- The overall objective of the Constitutional Review process is to address issues which are either significant to the principles of governance of the Society or (because they are technically unworkable) are impeding the day-to-day functioning of the Society. Recognising that the Constitution will never be a perfect document, applicable for all time to all circumstances, it will be important to prioritise this work, to come up with a manageable workload which can be accomplished properly within a reasonable time period. The Review may therefore identify some issues which it would be appropriate to address at a later date.

- 1st Meeting is planned for the 27 June 2006 at which the Group will be launched. Following a number of requests for members to become involved, the following have expressed an interest and will be invited to join as permanent members.(David Cox, Mark Davis, Roger Cassells, Steve Butterick, Dave Boyle, Sean Fox, Ray Downham.

- It is hoped that meetings will be open to the membership and will be advertised on the Official Web Site. Whilst the above seven individuals are to be permanent members this does not preclude others from becoming so or from attending meetings and participating in discussion.

- Initially the Group will prepare a paper based on the work presented to the board in June 2004. Whilst this will be the starting point the review will not necessarily be limited to these items although it may be preferable to avoid an unduly long list of items if the timetable is to be met. The purpose will be to identify and separate the technical issues from the in principle or cultural issues. This document will be sent to The Dons Trust Board for their consideration.

- A discussion will take place involving the DT Board and the Constitutional Review Group at a meeting circa 11 July 2005. The purpose being to prioritise and secure a mandate to proceed. It is considered important that there is a majority agreement to proceed with those items identified, thus avoiding wasted work and delays in advancing other areas.

- Work will be allocated among the members of the group and the finalised work schedule will be published on the Official Site along with milestone dates.
- Comprehensive update to all members in the September 2005 SGM Quarterly Report.
- Present output of work to the DT Board at a meeting scheduled for early November 2005. Including agreement to proceed.
- Full presentation to the membership at an open meeting late November 2005
- Comprehensive update to all members in the December 2005 AGM Quarterly Report.
- Technical issues will be progressed directly to Drafting Resolutions.
- In order to preserve neutrality and transparency, in principle or Cultural Issues will be presented as follows:
 - i) Issue Clarified
 - ii) Background research (as relevant)
 - iii) Options Identified
 - iv) Pro's and Con's
 - v) Recommendations (in some cases it may be necessary to preserve more than one option for review by the Board and possibly by members also)
- Present output of work to the DT Board at a meeting scheduled for early January 2006. Including agreement to proceed.
- Finalise drafting of resolutions February 2006.
- Present output of work to the DT Board at a meeting scheduled for late February 2006. Including agreement to proceed.
- Papers issued with SGM Notification March 2006.
- Members vote at SGM in March 2006.
- Those resolutions passed by the membership will be incorporated into a revised Constitution, to be filed with the FSA. April 2006
- In advance of this process, it may also be necessary to pass a resolution making one specific amendment to the Constitution, at an earlier date, to provide for the Board election arrangements in December 2005.

There will be a need to constantly review the progress of the group and should alterations be necessary to either process or time frame, these will be agreed with the DT Board and sign posted on the Official Site.

David Cox