

The American Express Retirees Club - Constitution (March 2024)

Name

The American Express Retirees Club (*Referred to as The Club*)

Also referred to as "The American Express Retirees and Employees Club"

Objectives

To bring together American Express Retirees and Employees (*known as Members, defined below*) in a range of relevant activities, social events, or communications in which all members may participate and to manage any funds held for the widest benefit of members.

Members

Membership of the Club is open to;

- Any former employee (or spouse/partner of a deceased employee) of American Express who is in receipt of a monthly pension directly from the American Express UK Pension Plan.
- Any employee or former employee of American Express, who have expressed a desire to participate. (*Proof of employment may be required before acceptance*)
- Members spouses/partners not in receipt of a pension may participate in the Clubs activities but are excluded from any formal voting procedures.

Meetings

- The Members shall meet or hold any event/meeting at any venue determined by the Committee as suitable and notified to the Members at least 14 days' notice in advance.
- A General Meeting (*GM*) for the resolution of formal matters, may be called by the Chairman or on receipt of a written request signed by not less than 3 members, specifying the purpose for which the meeting is to be convened with a minimum of 14 days' notice in advance.

Funds and Subscriptions

Membership of the Club is free, but the Club may introduce a fee-based structure with prior approval at a General Meeting convened for the purpose.

From time to time, voluntary donations may be requested for any purpose which is in the interests of the members for the maintenance of the Clubs activities.

A Bank Account (*currently Barclays*) will be maintained and operated by the Club Committee for the retention of any funds. Withdrawals/payments may be made either by cheque or transfer, to be approved and processed by two registered official signatories, neither being the recipient of the payment. Any Bank Signatory may request to view a current copy of the Clubs bank account by giving 14 days' notice to the Treasurer.

To maintain a minimum of three, any Member may be added to the list of Official Bank Signatories if necessary for the continued operation of the club, at the discretion of the Chair. The Treasurer will facilitate this by the signing of the necessary authority required by the Clubs Bankers.

Other events may require contributions for meals, coach trips etc. All such events should be self-funding unless prior approval is given by the Committee, ie Club Funds may be used to cover shortfalls or to make the planned event viable, any surplus is to be paid into the Clubs funds.

Management of the Club

The Management of the general affairs of the Club shall be vested in a Committee. This shall consist of however many Members are willing to participate in its management.

There will be a minimum of; Chair, Treasurer, Secretary and at least one Committee Member.

If insufficient Members are willing or able to commit to participation, the roles may be consolidated at the discretion of the Chair and approved by the Committee to allow the Club to continue to operate.

If no two Members are willing or able to operate the Club, the Club will cease to be active and will dissolve as below without a vote by Members and any remaining funds dealt with as detailed. (*See Dissolution below.*)

Any member of the Committee may withdraw at any time by giving one month's notice to the Chair.

Any vacancy may be filled by a nominee or volunteer (*providing they are a valid Club Member*), reference will be made to the general Membership to ascertain any objections otherwise the person will be approved by the Committee.

Club Activities

Newsletter - A Quarterly Newsletter to be produced by an Editor and distributed on behalf of the Club to all qualifying Members, by the Pension Administrators. *(In accordance with the rules set out by Amex).*

eNewsletter - A monthly eNewsletter to those requesting it, to be produced by an Editor and distributed on behalf of the Club. Recipients may unsubscribe at any time, or the Editor may cancel any request at their discretion. *(In order to comply with data protection a secure distribution list shall be maintained – currently operated by Mail Chimp)*

Website - A website designed for the benefit and information of all Members freely open on the internet. Maintenance of this site will be by a Committee Member nominated by the Chair.

Social Media - A Facebook page for the exchange of views, news, comments. Access to comment on this site will be provided to any person with a provable connection to American Express, monitored by a member nominated by the Chair.

Social Activities

Any member may suggest a social activity, which with the approval of the Committee, the member may then organise the event. Details where possible will be publicised in the above publications at the Editors discretion.

Dissolution

The Club shall be dissolved on the majority vote of those members of the group present at a GM convened for the purpose. In the event of a tie the deciding vote will be provided by the Chair.

In the event of dissolution of the Club due to the circumstances described any funds remaining within the Clubs account will be passed on to a charity or charities. The recipient(s) chosen will be those selected and approved by a simple majority of the current Official Bank Account Signatories. The current holder of the Chair will design and operate a voting procedure designed to select no more than two suitable charities, both of which must be UK based and operated. In the event of there being a split vote the current oldest signatory's vote will provide the casting vote.

Amendment to the Constitution

Any constitution amendments will require a majority vote of the Bank Signatories. In the event of a split vote the Chair will provide the casting vote.

Accounts

The financial year shall end on 31st December and the Balance Sheet in respect of the previous financial year shall be presented to the Chair by the Honorary Treasurer when requested. Any Member may request a copy for information.

Amended and Approved 31st March 2024