

MUSLIM WOMEN'S ASSOCIATION OF EDINBURGH CONSTITUTION

1. The Association will be known as Muslim Women's Association of Edinburgh (henceforth known as MWAE)
2. The Objects of the MWAE are to advance knowledge and education for women and their children in Edinburgh by means of uniting, encouraging, nurturing, informing and participating in global efforts to improve the lives of women and children. In furtherance of this object the association shall exist:-
 - To promote the best interest of women and children in the Edinburgh and Lothian's area
 - To promote good relations between families and communities within the Edinburgh and Lothian area.
 - To raise funds to improve the lives of families in the Edinburgh and Lothian's area.
3. Membership of the MWAE will be open to all muslim women and their children in the Edinburgh and Lothian area.
4. Office bearers will be appointed as follows:- Chairperson, Vice-Chairperson, Treasurer, Secretary serving for the period of one year. No person should hold the same office for more than two years in succession. Any other persons may be co-opted to positions as determined by the Association.
5. Meetings:
 - The Association will meet not less than six times per year.
 - All meetings will be open to the public, with those attending having the opportunity to participate in any discussions.
 - Association decisions will be based on a simple majority vote of present members with the Chairperson having the casting vote if necessary.
 - The Association is empowered to convene a special meeting to approve any amendments to the Constitution or for considering items of exceptional importance.
6. The Association will strive to meet with, consult and share information with other Associations on matters of mutual importance.
7. Finance and Accounts:-
 - The Association will be responsible for all money raised at organised events. Books of Account and Financial Records shall be controlled by the Treasurer, who will have such books certified and audited as the Association require. Such audits shall be carried out by two persons capable of auditing simple accounts, but not by any member of the core Association Group.
 - Bank Accounts will be in the name of Muslim Women's Association of Edinburgh and will be operated by two signatures of the Chairperson, Vice-Chairperson, Treasurer of Secretary.

- Requests for financial assistance for projects to assist in the running of the Association will be given consideration on receipt of the appropriate submission.
8. Any proposed alteration, amendment to the Constitution or Association code of operation, notice having been given, will be considered and voted on at a meeting specially convened for that purpose.
 9. In the event of the dissolution of the MWAE, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed amongst members of the MWAE, but shall be given or transferred to a recognised charitable organisation(s) having objects similar to those of the MWAE. The termination can only be carried out at an Extraordinary General Meeting with two-thirds majority of those who are entitled to vote.

Constitution adopted – 30th November 2005
Certified as a true copy

Chairperson
Tanweer Ashraf
25 Lady Place, Livingston
01506-411310

Secretary
Tasneem Ali
29 Duddingston Park, Edin.
0131 669-5875

Signed

Signed

“Financial decisions must be made at an open meeting”