



THE MUSLIM WOMEN'S ASSOCIATION IN THE U.K.

(REGISTERED CHARITY)

CONSTITUTION



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ARTICLE 1: NAME

The name of the Association shall be "The Muslim Women's Association in the U.K." hereafter referred to as "MWA".

ARTICLE 2: HEADQUARTERS

The headquarters of the "MWA" shall be in London.

ARTICLE 3: PURPOSES (1)

The purposes for which the MWA is established are:-

- (a) to advance the Muslim religion amongst women in the United Kingdom of Great Britain and Northern Ireland.
- (b) to advance the education of Muslim women concerning good citizenship in a multi-racial society and the intellectual, artistic, economic and cultural background of the inhabitants of the United Kingdom.
- (c) to provide and maintain, or to assist in providing and maintaining, a home or homes in the U.K. for Muslim children who are in need of care.

PURPOSES (2)

In furtherance of the foregoing purposes but not otherwise the MWA may carry on religious, educational, literary and other charitable activities appertaining to the realisation of Islam as a complete way of life.

ARTICLE 4: MEMBERSHIP

- (a) Any Muslim sister is eligible for membership of this Association. A minimum of £5.00 (five pounds) and £8 (eight pounds U.K.) overseas membership and "Muslim Woman" magazine subscription to be paid yearly. A member can become a life member of the Association on payment of a minimum of £50 (fifty pounds U.K.)
- (b) Non-Muslims who are interested are eligible for Associate membership subject to the approval of the Committee. A yearly Associate membership subscription of not less than £5.00 (five pounds). No voting power.
- (c) Members based upon their voting rights are: Muslim sisters who have paid their dues and who have been registered for no less than three consecutive months shall become voting members. Others do not have voting power.
- (d) Resignation:
The written resignation of any member shall be filed with the Secretary, and when accepted by the Committee shall become effective.

ARTICLE 5: MEMBERSHIP CARD

The Association shall provide for a membership card to be issued to the paid members only. Lost or destroyed cards may be replaced upon informing the Secretary. Cards must be shown at meetings on request.

ARTICLE 6: COMMITTEE MEMBERS

- (a) The MWA shall have 15 Committee members elected for two year terms by the voting members of the Association at every second Annual General Meeting.

- (b) In case of a Committee member's death or resignation during her term of service the Committee may appoint a new Committee member to serve for the residue of the term. This appointment must be confirmed at the next Annual General Meeting by the voting members of the Association.
- (c) Postal voting may only be accepted in special circumstances approved in advance by the Committee.

ARTICLE 7: OFFICERS

The members of the MWA shall elect for two year terms seven officers: President, Hon. Secretary, Hon. Assistant Secretary, Hon. Membership Secretary, Hon. Treasurer, Hon. Religious Advisor, Hon. Editor, from among the 15 Committee members. Any officer or Committee member who, for no good reason, does not attend eight out of twelve monthly meetings, shall be liable to be dismissed by two-thirds majority at the next Committee meeting.

ARTICLE 8: TRUSTEES

- (a) All land and buildings, and all investments belonging to the MWA shall be held in the names of four or more persons as Trustees for the MWA.
- (b) The Director for the time being of the Islamic Cultural Centre shall, if willing to act, be one of the Trustees.
- (c) The Trustees shall be appointed by the Committee.

ARTICLE 9: MEETINGS

- (a) The MWA shall have at least one General Meeting during each calendar year. 4 weeks' notice shall be given to the members.
- (b) The Committee shall hold at least one meeting each month. A quorum shall be five. (A quorum shall be not less than one third of the members).
- (c) The officers shall have the authority to call General Meetings.
- (d) The President may call Committee meetings.
- (e) Except where otherwise provided in this constitution every matter shall be determined by a simple majority of the voting members present and voting. Provided that in case of equality of votes the President shall have a second or casting vote.

ARTICLE 10: NEWSLETTER AND MAGAZINE

- (a) The Committee shall publish a monthly newsletter giving details of next meeting and may publish a magazine entitled "Muslim Woman".
- (b) The newsletter shall be edited by the President.
- (c) The magazine shall be edited by the Editor appointed by the Committee.

ARTICLE 11: FINANCES

- (a) Membership subscriptions.
- (b) The Committee may accept any contributions in any form from any source consistent with the purposes of the MWA.
- (c) The MWA may arrange functions in accordance to Islamic Law, to raise funds for the MWA, part of which will go to Madina House.
- (d) An independent auditor shall be appointed by the Committee.
- (e) The funds of the MWA, whencesoever derived, shall be applied for the charitable purposes of the MWA and for no other purpose whatever.

ARTICLE 12: AMENDMENTS

- (a) Any proposed amendment must be presented in writing to the Secretary of the MWA at least 30 days before the General Meeting at which it is to be considered.
- (b) The Committee shall thoroughly examine the proposed amendments and shall notify the members of the MWA.
- (c) An affirmative vote by three-fourths ($\frac{3}{4}$) of those present (Annual General Meeting) shall be necessary for adoption of all amendments.
- (d) No alterations shall be made which would cause the Association to cease to be a charity at law.

ARTICLE 13: DISSOLUTION

The Association may be dissolved at a General Meeting by a 100% (one hundred per cent) vote. All assets remaining after the satisfaction of all debts and liabilities should be transferred to some other charitable institution having aims similar to the Association.

DUTIES OF THE OFFICERS

The President (acting Chairman) shall be the spokesman of the Association and shall be responsible for general management of all activities of the Association. She shall preside at meetings and shall be editing the magazine if necessary.

The Hon. Secretary shall handle and keep records of all official correspondence and shall take minutes of all meetings, convene all meetings, draw up agendas with the President, write the Annual Report and carry out the instructions of the Committee.

The Hon. Assistant Secretary shall assist the Hon. Secretary and stands in for her when necessary.

The Hon. Membership Secretary shall keep the membership records and notify members of renewals. She shall send receipts for membership fees.

The Hon. Treasurer shall be responsible for financial matters of the Association and shall keep records of all financial transactions during the period of office. Such records shall remain the property of the MWA. Funds shall be deposited with an account established under the name of the Association. Cheques should be signed by the Treasurer and the President. Books should be audited once yearly by an independent auditor.

The Hon. Religious Advisor shall be responsible for arranging a programme of religious instructions, readings from the Qur'an and prayers for monthly meetings and on any appropriate occasion, and should be available to give advice to members and non-members as necessary.

The Hon. Editor shall be editing the magazine "Muslim Woman"

DUTIES OF THE COMMITTEE MEMBERS

A Committee member may be asked by the officers to perform a special duty, separate section of work - such as education, welfare, public relations and so on. If no specified job has been assigned to a member, then she should give assistance and help to any officer or other member whenever needed.



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