

# Quaker Arts Network Constitution

The Quaker Arts Network (QAN) is a group of Quakers with an interest in the arts, broadly defined.

## Aims

- To develop and nurture a community of Friends interested in the arts.
- To provide a place for Quakers to share insights about the arts and spirituality.
- To explore the expression of Quakerism through the arts, including visual, musical words-based, performance and other art forms.
- To encourage, publicise and support the use of arts for Quaker outreach, spiritual growth and witness.

Key roles envisaged for the Network are :

- to enable communication among Friends interested in the arts enabling them to publicise events, seek or give advice;
- to arrange occasional events for members to meet up; and
- to act as an “umbrella” organisation in support of particular arts projects.

However it may decide to undertake other activities.

Business meetings shall be held in the manner of Friends.

## Membership

The Network is open to all Friends and attenders in sympathy with these aims. While QAN is based in Britain Yearly Meeting, its membership is also open to Friends from other Yearly Meetings. A membership fee may be charged.

## Annual General Meeting

An Annual General Meeting, open to all members of QAN, receives Reports from the clerk(s) and treasurer and others as appropriate.

The AGM makes appointments as follows:

- A Clerk or co-clerks (who shall be in membership of the Society)
- A Treasurer (who shall be in membership of the Society)
- A committee of at least three other Friends (members or attenders)
- Other appointments as the AGM may determine.

## Committee

The duties of the Committee are:

- to oversee the core infrastructure of QAN and to enable communications with and among its members
- to consider support for projects proposed by QAN members, and to review them as they see fit
- to arrange for an AGM and any extraordinary General Meetings as required, giving reasonable advance notice of their time and date.
- to prepare and circulate Annual Reports and Accounts in advance of the AGM.
- to provide any documents and information to BYM staff and committees as required
- to respond to communications and queries as they see fit, bearing in mind the overall aims of QAN.

It will normally meet at least twice a year.

The Committee may co-opt other Friends and make other appointments as it sees fit during the year, reporting to the AGM in due course. It will normally appoint a nominating group comprising two or three committee members and two or three other members of QAN, whose role would be to bring names to the AGM for appointment.

### **Conduct of Business**

QAN business (eg Committee meetings and the AGM) shall be conducted in a spirit of worship, according to the Quaker business method.

The accounts shall be examined by an independent examiner each year prior to the AGM.

### **QAN Projects**

The committee, AGM and /or any member of QAN may set up a group to undertake projects from time to time. All aspects of the Arts will be considered.

A proposal should be forwarded to the clerk[s] following the guidelines below. It should be consistent with the aims of QAN. Suggested guidelines for application are:-

- An outline of the proposed project, medium, venue, size and timescale, group members
- Timetable for day to day decisions and running of the project - which will be the responsibility of the group
- Budget - including request for QAN funding if required, to be agreed with the Treasurer.  
Financial and activity accounts will be needed for the end of year reports. Any monies remaining at the end of the project will revert to QAN
- Projects approved by QAN or AGM shall be clearly advertised as being QAN events, using the website and Facebook page. All other publicity will be the responsibility of the group, with help and advice from the committee if requested
- The QAN committee may review projects that continue for several years or are ongoing.

### **Communications**

The Committee shall arrange for electronic communications and social media to be administered as it sees fit. Friends are encouraged to post information about arts events relating to Quakers or to QAN's aims on the Website and to post on its Facebook page, but these may be moderated .

### **Grants**

The QAN committee may make small grants to support QAN projects or other work that fits clearly with the aims of QAN. In making any such grants the committee should bear in mind it a wider financial strategy.

### **Winding up provision**

In the event that QAN is laid down, any funds remaining shall be transferred to another Quaker organisation with similar aims.

*Agreed at QAN AGM 1 September 2018*