



Bylaws

Preamble

These Bylaws are the constitution and The Articles of Association ("Articles") define the operating rules of the Professional Speaking Association. In the event of a conflict between the Bylaws and the Articles then the Articles take precedence.

Name

The organisation shall be known as The Professional Speaking Association of the United Kingdom and Ireland, also referred to as "The PSA" or "PSA UKI".

Purpose and objectives

The aim of The PSA is to help those engaged in speaking to audiences for remuneration to speak more and speak better.

Operation

The PSA shall be a company limited by guarantee run by an executive Board of Directors in accordance with the articles of association. Directors will normally serve for ~~three years with a maximum of 6 years. This 3 year term may be extended by one or two years in extenuating circumstances or for succession planning purposes. If a Director changes positions on the Board, for example becoming an elected next president, then the timeframe of 3 years is reset.~~ four years with a maximum of eight years.

Membership and voting rights

Membership is open to all individuals who speak to audiences. Grades of membership and qualifications thereof, may be determined from time to time by the Board of Company Directors and shall be published on the PSA website and in printed membership documents. Only ordinary Associate Members, Professional Members and Fellows who are fully paid up to date may attend and vote at general meetings.

Subscriptions

Membership subscriptions may be levied by the Board of Company Directors with the amounts being published on the PSA website and notified to members whenever the subscription rate changes.

Management

The day-to-day management of the PSA shall be the responsibility of the Company Directors. The PSA may employ administrative assistance and any other services as they deem necessary with the approval of the Board of Company Directors. The Board of Directors may set up committees (including sub-committees, task forces, and other groups) to assist them in their work, such committees will be provided with terms of reference, and report to the board who will report on their activity at the AGM.

Strategy

The strategic development of the PSA shall be the responsibility of the Board of Company Directors. The strategy will be published and available to all members and progress on implementing the strategy measured against its KPI's will be reported to the members at the annual general meeting.

Finance

All monies raised by the PSA shall be applied to the furtherance of the purpose and objectives of the organisation. Accounts will be maintained within accordance of the relevant Acts of Parliament and accounts (audited if required) will be published at each Annual General Meeting. One Board Director shall be the Finance Director and shall be responsible to the PSA for ensuring the accounts are maintained correctly. All financial arrangements, such as the start and end of the financial year, the bankers used and so on shall be determined by the Board of Company Directors according to the advice received from the Finance Director.

Regions

The PSA shall allow the setting up and operation of Regions which are local groups of members. Each Region shall have a President who shall operate the group according to the requirements laid down from time to time by the Board of Company Directors. The role of the Regional President is to help their group achieve the purpose and objectives of the PSA locally. Regional Presidents may set up a Committee to help them run their Region and they shall act as Chairperson of that Committee. Regional President's report on matters relating to their region to the Director of Regions.

Events

The PSA may hold events at venues, times and dates as may be set by the Board of Company Directors, Committees or Regions as long as those events help the organisation achieve its purpose and objectives. Members may be required to pay to attend such events and non-members may also attend, if the organisers of such events deem this appropriate.

Annual General Meeting

An Annual General Meeting shall be held once each year at a venue, date and time as determined by the Board of Company Directors. The business of such Annual General Meetings shall be to present the audited accounts, to provide a record of the year and to outline plans for the future. Ratification of Directors and officers, and any other officials appointed in accordance with the Articles of Association since the previous Annual General Meeting shall take place at each Annual General Meeting using procedures as determined by the Board of Company Directors and as published on the PSA website. If any director or officer appointed is not ratified by a vote of the members at the AGM they will immediately step down. Annual General Meetings may be attended by anyone who is a member. Resolutions for consideration by the Annual General Meeting may be submitted by members to the Board of Company Directors no less than 30 days in advance of the Annual General Meeting. A simple majority vote will be required for resolutions to be passed.

General Meeting

A General Meeting may be called by the Board of Company Directors by giving at least 30 days' notice to the membership. Such a meeting may be required to change

the Bylaws, to dissolve the organisation or any other matter which the Board of Company Directors agrees requires a vote of the membership.

Alterations to the Constitution

These Bylaws may be altered by a special resolution of 75% vote at an Annual General Meeting or a General Meeting.

Dissolution

The PSA may be wound up on the advice of the Board of Company Directors or following a successful vote at an AGM or EGM. The Board of Company Directors shall have the power to dispose of any assets which remain after the dissolution, with priority to such disposal given to equally sharing such assets amongst the membership.

Dated : October 2025