



CYWAITH GEMWAITH GOGLEDD CYMRU
NORTH WALES JEWELLERS COLLECTIVE

www.nwjc.co.uk

info@nwjc.co.uk

CGGC CONSTITUTION

Cywaith Gemwaith Gogledd Cymru 'CGGC' (*North Wales Jewellers Collective*) was established informally in 2009 and became constituted in 2013.

Mission Statement

CGGC intends to set a precedent for the broadening of exhibition venues available to contemporary jewellery and an opportunity for the general public to see innovative work from established and emerging contemporary jewellers.

Our collective aims are:

- To support excellence in our field
- Exchange ideas
- Provide a supportive environment to expand opportunities collaboratively and as individual makers.
- Build up a reputation for our work through exhibitions.
- Provide a forum for emerging jewellers to develop and show new work
- Provide an incentive for established contemporary jewellers to extend their ranges and take on fresh challenges both commercially and conceptually.

Guidelines

CGGC is an organic organisation and can change focus depending on the needs of the

members involved at any one time. CGGC aims to hold quarterly meetings in Bangor as a central location.

Membership

1. Membership shall be inclusive but a high level of quality, the group's ethos, and individuals originality must be respected and maintained. Some exhibitions may be vetted by either the host venue, or in rare cases, exhibition co-ordinator(s). Members may work or reside anywhere in North Wales.
 - a. **Full members** are required to attend a minimum of 2 meetings a year, and pay an annual fee to be decided annually at the AGM.
 - b. **Social members** do not pay any fees. They may not take part in exhibitions or other opportunities but may be active in attending meetings and discussions.
- 2) New Members: In addition to the annual fee, new members will pay a one-off fee to have a page on the CGGC website. It is not compulsory for Members to have a page on the CGGC website.
- 3) The CGGC website is updated by the website co-ordinator eg. adding group news, exhibition schedule, adding a new member to the site. Individual members update their own pages. In order to keep the site interesting members need to provide content to the website & social media co-ordinators.
- 4) Maternity, Paternity, illness and unforeseen circumstances, one year absence from attending any meetings is allowed. Annual fee still applies.
- 5) All members have one vote each. The Chairperson does not use their vote unless the result is a tie, then the Chairperson has the casting vote. The Chairperson may decide to have all members vote on a meeting agenda item via an on-line poll. Voting may take place at an official meeting or in advance via an agreed method. Results of any polls are final once the meeting is concluded.
- 6) If all the spaces allocated by a Venue for an exhibition have been offered to all Members of CGGC, but have not been filled by the deadline given by the Exhibition Team, the Exhibition Co-Ordinators reserve the right to offer surplus spaces to Guests. Guests accepting the offer of an Exhibition space may pay the same exhibition fee as Members, though this fee may be waived at the Exhibition Team's discretion, in order to fill a space which would otherwise remain empty. Guests exhibiting with CGGC will not have Members' benefits, e.g. they will not be entitled to CGGC discount at suppliers, when applicable. Members always have priority over Guests in exhibiting, if space is limited.

Roles

To function efficiently certain key roles need to be fulfilled at all times. Members put themselves forward for the individual roles at the AGM, which is to be held every February, if there is more than one volunteer for a role it will be put to a vote. All members with a specific role have a separate email account/address that relates to CGGC business. This makes things simpler in the event of members changing roles or standing down from their positions and ensures all group related information stays in the same place.

All annual fees are due at the same time as the AGM. Members joining at other times will still be liable to pay the full membership fee.

The Roles are:

Chairperson – Chairing meetings, steering the direction of the group and ensuring the groups aims for the year are achieved. Approving minutes before posted to group.

Currently: Angela Evans

chair@nwjc.co.uk

Vice Chairperson – Support the Chairperson in steering the direction of the group and ensuring the groups aims for the year are achieved. Chairing meetings in the absence of the Chairperson.

Currently: Caroline Royal

vicechair@nwjc.co.uk

Secretary – Taking and posting minutes, posting agenda and meeting information.

Currently: Annie Williams and Jane Fairbairn

secretary@nwjc.co.uk

Treasurer – Managing the CGGC account, reporting bank balance at every meeting, managing membership fees.

Currently: Pam Peters

treasurer@nwjc.co.uk

Exhibition co-ordinator/s – Co-ordinating group exhibitions, liaising between exhibition venues and CGGC members. Reporting feedback to the group after an exhibition has finished. Chairing exhibition sub-committees when they meet and reporting back to NWJG Chairperson. Planning each individual exhibition timetable.

Current Exhibition Lead: Caroline Royal

Assistants: Karen Williams, Hannah Coates

Beaumaris Jewellery studio exhibition co-ordinator: Kriket Broadhurst
exhibitions@nwjc.co.uk

CGGC website co-ordinator – Managing news and reviews on the CGGC website, teach new members how to manage own pages. To fulfil their role they need information fed to them from members.

Currently: Sara Lois
web@nwjc.co.uk

Membership – Explain CGGC to new members and invite them to group meetings.

Currently: Hannah David
membership@nwjc.co.uk

Social Network co-ordinator – Manage promotion on social networking sites, Facebook, Twitter etc. To fulfil their role they need information fed to them from members.

Currently: Lora Wyn Taylor
social@nwjc.co.uk

Translator - Carry out translation for the groups publicity materials.

Currently: Ann Catrin Evans
translator@nwjc.co.uk

All members are expected to contribute even if not assigned a specific key role. CGGC is a voluntary group and can only survive if everyone contributes their time for free. All reasonable expenses incurred will be reimbursed from the CGGC bank account via the Treasurer on receipt of an invoice.

Meetings

Dates, time and venue will be posted in advanced via the groups e-mail network by the Secretary. An agenda will also be posted. Due to the nature of CGGC, items not on the agenda often crop up and are discussed, with decisions made; this is why attendance at as many meetings as possible is vital.

The Treasure will report on the CGGC bank account with a balance and notification of any known monies due in or out.

Each meeting should have minutes taken and then posted on the CGGC group e-mail network. If the Chairperson is not able to make a meeting any other member can be acting Chair for the meeting, but in this instance the Vice-Chairperson would have the casting vote in any polls. If the Secretary is not at a meeting, any other member can take

minutes and post. Sub-committees also need to post minutes where relevant to keep all members up to date.

Exhibitions

A programme of exhibitions is openly discussed at meetings. At times the exhibition co-ordinator will form an exhibition sub-committee that will require volunteers to help in the planning and execution.

At the end of each exhibition a report will be given. All details are open to discussion including individual sales and pricing so full analysis of each exhibition can be carried out and assessed.

To participate in an exhibition a fee is payable, the amount may vary depending on the exhibition.

The fee is not refundable if a member then drops out of the exhibition. Confirmation of any fee will be decided before members request to be involved.

Members may be asked to help Exhibition Co-ordinators to set up an exhibition. In this case, it may be possible to claim back expenses (bus fare, parking fees, etc.) from CGGC. Members time is given to the group voluntarily, no 'wages' for time will be paid.

Exhibition requirements will vary depending on the exhibition and venue. As a guide for CGGC group exhibitions one main piece with ten supporting pieces that have replacements will be the standard requirements.

Language policy

All publicity material issued by the group must be produced bi-lingually with Welsh the primary language.

Any communications within the group may be in either Welsh or English.