

# West Haddon Photo Club



## Club Constitution

- 1/ Name: The Club shall be known as 'West Haddon Photo Club'
- 2/ Objectives: To stimulate interest and encourage proficiency in all aspects of Photography
- 3/ Membership: Any person interested in or practising photography may apply to the secretary for membership. By becoming a member, individuals undertake to comply with the club's rules. Guests are entitled to attend up to three meetings in one year before formally becoming a member. Guests and members under 16 must be accompanied at all meetings and activities of the club by a parent or parent appointed guardian.
- 4/ Officers: The Officers of the club shall be the Chairman, Secretary, Programme Secretary and Treasurer. Officers of the club shall be elected by the members at each AGM and shall hold office for the ensuing year. Any casual vacancy among officers of the club may be filled by a member of the Committee for the remainder of the Club year. Other roles may be filled by members of the committee.
- 5/ Committee: The Committee shall be elected at the AGM in each year and shall comprise the Officers plus up to 4 other members of the club. The quorum for a meeting of the club shall be five members.
- The Committee shall manage the affairs of the Club and be the sole authority for the interpretation of the rules in this constitution. The decision of the Committee upon any question of interpretation and upon any matter affecting the Club and not provided for in this constitution shall be final. The Committee may co-opt any member to fill a vacancy on the Committee up to the next AGM.
- 6/ Subscriptions: Subscription and entrance fees, as appropriate, shall be charged at levels agreed at the Annual General Meeting (AGM) or by Special General Meeting (SGM). Rates will be fixed for adult and junior members (under 16) or full time students.
- Annual subscriptions are due on the first day of January in each year, or on joining the club, for part of a year. Any current member whose subscription is 6 months in arrears shall cease to be a member.
- 7/ Financial Control: The financial year shall be from 1<sup>st</sup> January to 31<sup>st</sup> December. The funds of the club shall be held in a UK bank account, or accounts, in the name of 'West Haddon Photo Club'. The authorised signatories shall include the treasurer and two other officers of the club. All cheques shall require 2 signatures from the authorised signatories. All funds of the club shall be applied in the furtherance of the Club's objectives. Accounts for the club will be prepared annually, presented to the AGM and examined independently by a qualified person.

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8/ AGM and SGM: The Annual General Meeting of the Club shall be held in January of each year. The business shall include the minutes of the previous AGM, annual reports from Officers of the Club: Report on the previous year (Chairman), Audited accounts (Treasurer) and report on membership and programme for the coming year (Secretary). The election of Officers and the rest of the Committee shall also take place. Members may be nominated to serve as officers or ordinary members of the Committee by the Committee or by two other members. Other propositions can be added to the agenda by the committee. Other nominations of members to the Committee or requests for propositions for the AGM must be provided to the Secretary at least 14 days before the AGM and signed by two current members. The agenda of the AGM shall be provided to members at least 7 days before the AGM. Changes to this Constitution shall only be made through the mechanism of membership vote at an AGM or SGM. A copy of this Constitution shall be given to each member after the AGM each year, or on joining the Club.

A Special General Meeting can be called at any time by the Committee or upon the receipt of request signed by not less than one quarter of the members, stating the object of the meeting. Twenty one days notice must be given to all members of any SGM with particulars of all business to be transacted.

9/ Meetings: Unless changed by vote at an AGM or SGM, meetings will normally be held monthly on the third Thursday of each month except in August. A second meeting in the month may be arranged to learn about a specific topic or to practice a technique. Other photographic outings may be also arranged ad hoc.

10/ Dissolution: West Haddon Photographic Club may dissolve at the AGM or at an SGM called with at least 21 days notice given to all members. The proposal to dissolve must be confirmed by at least two thirds of those present and voting. After settling any debts or liabilities of West Haddon Photographic Club, the value of any assets or monies shall be either given to a local organisation with similar values or divided up between all individuals who are members of the club at the time of dissolution. A vote of at least two thirds of members present and voting at the AGM/SGM shall decide. <sup>1</sup>