

# ROSS PHOTO CLUB CONSTITUTION

## (1) NAME OF THE ORGANISATION

The name of the organisation shall be "The Ross Photo Club" hereinafter referred to as "club".

## (2) AIMS OF THE CLUB

- a) To promote the art, craft, science and technology of photography.
- b) To provide the club's members with opportunities to:
  - Improve their knowledge, skills and techniques in photography.
  - Participate in photographic competitions and exhibitions.
  - Share experiences in photography with other club members.
  - Keep abreast of technological advances in photography.
  - Attend lectures and presentations by skilled practitioners in the art and science of photography.
  - Participate in photographic workshops, outings and learning sessions.
  - Interact with the broader community of photographic societies and individuals at local and national levels.

## (3) MEMBERSHIP

- a) Membership of the club shall be open to all individuals who share an interest in its aims. Members under the age of 18 must be accompanied by a responsible adult.
- b) Membership shall not be transferable from one person to another.
- c) Membership shall carry the undertaking to comply with the club's constitution and rules.
- d) Membership of the club may be terminated if:
  - A member's subscription is not fully paid by the due date according to the applicable club rules.
  - A member notifies the secretary of his or her resignation.
  - A resolution is passed by the club's organising committee to terminate an individual's membership, giving such individual 21 days' notice of termination and the opportunity to appeal within that period. The club's organising committee shall make the final decision regarding any compulsory termination of membership.

#### **(4) THE ORGANISING COMMITTEE**

The club shall be managed by an organising committee consisting of:

President  
Chair  
Treasurer  
Secretary  
Competition Secretary  
Programme Secretary  
Three (3) Ordinary Members

The roles of the committee members shall be as described in the applicable club rules.

Committee members shall retire annually at the Annual General Meeting and shall be eligible for re-election without limit on tenure of office.

In the event that a vacancy in the organising committee's membership occurs during a club year (i.e. between successive scheduled AGM's) then the remaining membership of the organising committee shall have the authority to co-opt onto the organising committee a replacement for the said vacancy according to the following rules:

- a) Any candidate for co-option must be a fully paid-up member of the club.
- b) The proposed co-option of a new member onto the organising committee must be listed as an agenda item at a full meeting of the organising committee and the co-option be confirmed at such meeting by more than 50% of the of existing organising committee membership.
- c) The identity of any such candidate for co-option must be notified to all existing members of the organising committee at least 7 days in advance of the meeting mentioned in clause b.
- d) As soon as the co-option process is complete the club chairperson shall ensure that the full membership of the club is informed of the new incumbent's name and position on the organising committee.
- e) A candidate successfully co-opted on to the organising committee, according to clauses 4a-4d above, shall serve in the capacity of organising committee member until the next scheduled AGM at the end of the club year. At that point they will stand down from the committee and be eligible for re-election according to the same rules applicable to all other existing organising committee members.

#### **(5) ANNUAL GENERAL MEETING (AGM)**

- a) An AGM shall be held at the end of each club year, normally in May, at which the organising committee shall report on its work of the preceding year, present a certified up-to-date statement of accounts and stand down pending possible re-election.
- b) AGM participants shall elect committee members to serve for the next club year, vote on any proposed club resolutions or rule changes and on any proposed amendments to the constitution.
- c) At each AGM, the club's annual membership subscription fees will be reviewed and fixed for

the next club year by agreement of at least fifty percent (50%) of the members present.

- d) Only fully paid-up members of the club shall be eligible to vote at an AGM.
- e) The secretary shall notify all members of the date of the AGM not less than 21 days in advance. Any resolution for consideration at the AGM must be submitted to the secretary no later than 14 days prior to the meeting.

**(6) OTHER GENERAL MEETINGS**

- a) A Special General Meeting, open to all fully paid-up club members, will be held if eight (8) or more such members submit to the secretary in writing a request for such a meeting to take place. The secretary shall arrange for the meeting to be held within 21 days of receipt of such request.
- b) The secretary shall publicise all General Meetings at least 14 days in advance of the meeting date.

**(7) QUORUM**

- a) No Special General Meeting or Annual General Meeting shall take place if fewer than ten (10) fully paid-up members are present.
- b) In the event that fewer members than the required quorum are present at an AGM or a Special General Meeting, the meeting shall be aborted, and a new meeting scheduled to be held within 21 days. If such a second meeting is also short of the required quorum, then a meeting shall be convened within a further 21 days at which a reduced quorum shall be set at five (5) members including at least four (4) members of the organising committee.
- c) No organising committee meeting shall take place if fewer than four (4) members of the committee are present.

**(8) CHANGES TO THE CONSTITUTION AND RULES**

- a) The club's constitution may be amended only at an AGM or Special General meeting.
- b) Any proposed changes to the constitution must be made in writing or by email to the secretary at least 14 days before the AGM or Special General meeting.
- c) Changes to the constitution must be agreed at a vote by at least two thirds (67%) of the members present at such a meeting.
- d) Changes to club rules may be implemented by the organising committee with 14 days' notice to club members and must be confirmed later at a vote by at least half (50%) of the members present at an AGM or Special General Meeting.

**(9) DISSOLUTION**

- a) The club may be dissolved only at a Special General Meeting called for that purpose and must be advertised at least 14 days before the meeting.
- b) Any proposal to dissolve the club shall take effect only if agreed by two thirds (67%) of the members present at such a meeting.
- c) In the event of dissolution, all remaining funds and property belonging to the club shall be

disposed of by transfer to an organisation having the same or similar aims to those of The Club.

**(10) FINANCES**

- a) The funds of the club, including all membership fees, donations, contributions and bequests, shall be paid into an account operated by the organising committee in the name of the club, at such bank as the committee shall decide.
- b) All cheques drawn on the club's account must be signed by at least two members of the committee.
- c) All electronic bank transactions shall be subsequently verified by the second authorised user of the online bank account.
- d) Annual accounts presented at the AGM shall be certified as true, correct and complete by the Treasurer, Chair and President.
- e) All funds belonging to the organisation shall be used exclusively in furtherance of the aims of the club.
- f) The organising committee shall not enter into any contract, agreement or commitment on behalf of the club with any third party that involves financial risk, debt, loans or credit terms, without prior agreement by a two-thirds (67%) majority vote at an AGM or Special General Meeting.