



West Haddon Photo Club – Constitution

1. Name

The Club shall be known as “West Haddon Photo Club”.

2. Objectives

The purpose of the club is to bring together individuals interested in photography, to share knowledge, improve skills, and enjoy photography related activities together.

3. Membership

- a) 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.
- b) Guests are entitled to attend up to two meetings (Show and Tell or unticketed Knowledge Nights) in one year before formally becoming a member.
- c) Persons under the age of 16 cannot become members. They may attend meetings and club activities but must be accompanied at all times by a parent or parent appointed guardian who are subject to clauses a) and b) above.

4. Officers

- a) The Officers of the Club shall be the Chairman, Secretary, Events Secretary and Treasurer.
- b) Officers of the Club shall be elected by the members at each AGM and shall hold office for the ensuing year.
- c) Any casual vacancy among officers of the club may be filled by a Committee Member for the remainder of the Club year. Other roles may be filled by members of the Committee.

5. Committee

- a) The Committee shall be elected at the AGM each year and shall comprise the Officers plus up to 4 other Club members. The quorum for a Committee meeting shall be 4 Committee members.
- b) 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.
- c) The Committee may co-opt any member to fill a vacancy on the Committee up to the next AGM.

6. Subscriptions

- a) Subscription fees shall be charged at levels agreed at the AGM or SGM.

- b) Any entrance fees, separate to subscription fees, shall be charged at a rate determined by the Committee as may be deemed necessary commensurate with the nature of the event or meeting and the costs involved on organising such event or meeting.
- c) Annual subscriptions are due immediately following the AGM each year, or upon joining the club for part of the year.
- d) Any current member whose subscription is 3 months in arrears shall cease to be a member.
- e) Special subscription rates may be offered from time to time where deemed valuable for the furtherance of the Club and/or its members. Such offers will be made by the Committee on approval by a majority vote.

7. Financial Control

- a) The financial year shall be from 1 November to 31 October each year.
- b) The funds of the Club shall be held in a UK bank account, or accounts, in the name of "West Haddon Photo Club".
- c) The authorised signatories shall include the Treasurer and 2 other members of the Club Committee. All authorizations for payment shall require 2 authorised signatories.
- d) All funds of the club shall be applied in the furtherance of the Club's objectives.
- e) Accounts for the Club will be prepared annually, be independently examined by a suitably qualified person and presented to the AGM.

8. AGM and SGM

- a) The Annual General Meeting of the Club shall be held in December each year. The business shall include:
 - i) Minutes of the previous AGM
 - ii) Annual reports from Officers of the Club: Report on the previous year (Chairman), independently examined accounts (Treasurer) and report on membership and programme for the coming year (Secretary).
- b) 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 2 other members.
- c) Other propositions can be added to the agenda by the Committee.
- d) Other members can nominate to the Committee or request propositions for the AGM only if provided to the Secretary at least 14 days before the AGM and signed by 2 current members.
- e) The AGM agenda shall be provided to members at least 7 days before the AGM.
- f) Changes to the Constitution and to the Club Rules shall only be made through the mechanism of membership vote at an AGM or SGM.
- g) A copy of this Constitution shall be given to each member at the AGM each year, or on joining the Club.
- h) A Special General Meeting can be called at any time by the Committee or upon receipt of a 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

- a) Unless changed by vote at an AGM or SGM, Club meetings will normally be held monthly on the third Thursday of each month except in August.
- b) Other Club meetings in the month may be arranged to learn about a specific topic, to practice a technique or for social interaction. Additional photographic outings may also be arranged on an ad hoc basis.
- c) Committee meetings will normally be held monthly on the second Thursday of each month including August. Additional Committee meetings may be called if deemed necessary.

10. Dissolution

- a) West Haddon Photo Club may dissolve at the AGM or at an SGM 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.
- b) After settling any debts or liabilities of West Haddon Photo Club, the value of any assets, the assets themselves, or monies arising from disposal of assets shall be given to a local organisation, or organisations, with similar values to West Haddon Photo Club. If no such local organisation is available or appropriate, residual assets will be given to a local charity or charities. A vote of at least two thirds of members present and voting at the AGM/SGM shall decide.