

Tetbury Camera Club

CONSTITUTION

1. The organisation shall be known as Tetbury Camera Club.
2. The aims and objects of the Club shall be: to promote the interest and active participation in the hobby of photography amongst the Members; to engage in photographic competition with other similar Clubs; and to provide a voluntary service to the local community by arranging photographic exhibitions, etc.
3. The Officers of the Club shall be the Chairman, the Secretary and the Treasurer. They shall be elected by the Members at an AGM (see 10. below).
4. Membership shall be open to any person interested in photography subject to the approval of the Committee who shall also have the authority to cancel membership of any Member deemed by the Committee to have acted in a manner to bring discredit to the Club.
5. Each Member shall by January 31st each year, pay an annual subscription as decided by the previous AGM, following a proposal by the Committee. Any supplementary subscription can be levied only following a simple majority at a General Meeting (GM), i.e. an AGM or an EGM (see 16. below). Members joining in July or later shall pay half the annual subscription.
6. The Club shall meet weekly on a day and time and at a venue decided by the AGM, throughout the months September to May, save for weeks in which a Bank Holiday falls. The Committee shall have the authority to change such arrangements in the event of an emergency. The last meeting of the season shall be the AGM.
7. The financial year of the Club shall end on 30 April each year.
8. The accounts for a financial year produced by the Treasurer shall be reviewed by a member of the Committee, as selected by the Committee members, before presentation to the AGM.
9. Any proposals for the AGM shall be provided to the Secretary three weeks before the published date of an AGM. An agenda for an AGM and copies of any proposals shall be circulated to all members by the Secretary no later than two weeks before an AGM. Such circulation may be by email or by inclusion on the Club's website.
10. The AGM shall complete the following business:
 - a) Receive the Minutes of the previous AGM for approval.
 - b) Hear reports from the retiring Chairman and Treasurer.
 - c) Receive the accounts for the previous year presented by the Treasurer.

d) Elect a Chairman to serve for a period of 1 year. The Chairman shall normally serve for a maximum period of 3 years.

e) Elect a Treasurer, Secretary, Competition Secretary, Programme Secretary, Membership Secretary – all to serve for a period of 1 year. Retiring Officers and Committee members shall be eligible for re-election [subject to d) above].

f) After hearing arguments for and against any proposal (at the discretion of the Chairman), Members shall vote as in 12. or 13. as appropriate.

g) The Secretary shall record the decisions of the AGM, including the casting of proxy votes (if any).

11. The AGM may elect a President and such Vice-Presidents from time to time, and for such periods as it thinks fit.

12. Each paid-up Member shall be entitled to one vote on each proposal that is voted on at a GM. A Member who is unable to be present at a GM (including a reconvened GM) may nominate another Member as a proxy to cast a vote on his/her behalf, by informing the Secretary no later than three days before the meeting and by means advised in the calling notice. If a Member is present at a GM, then they shall not vote by proxy. Any Member who attends a GM having previously nominated a proxy to vote on their behalf, shall inform both the Chairman and their nominated proxy that they are present and will vote in person only. If any Member votes both in person and by proxy at a GM, then all their votes at that meeting shall be forfeit and not counted. Proxies are relevant only as applicable to voting at a GM. They do not count towards a quorum at a GM (see 17. and 18.).

13. Any proposal at a GM to amend the Constitution of the Club shall require the votes of at least one third of the paid-up membership, or a two-thirds majority of votes cast, whichever is the greater, to be passed. The Chairman of the meeting shall not have a casting vote for any proposal to amend the Constitution. All other proposals put to a GM shall be passed by a simple majority of votes cast. In the event of a tied vote, for any proposal not affecting the Constitution, the Chairman shall have an additional casting vote.

14. The Committee shall meet at a frequency considered necessary for the efficient management of the Club's affairs. The Minutes of such meetings shall be recorded by the Secretary. The Committee shall have the power to authorise expenditure out of Club funds. Committee members are entitled to be reimbursed for reasonable expenditure incurred on Club business.

15. Three members of the Committee, provided one is either the Chairman, Secretary or Treasurer, shall form a quorum at a Committee Meeting. In the absence of the Secretary, a Secretary-designate shall be appointed for that meeting.

16. An Extraordinary General Meeting (EGM) can be called either by the Committee or by at least half of the paid-up members, requesting such a meeting. A minimum notice of one week shall be given to Members for an EGM, together with an agenda.
17. Ten paid-up Members shall form a quorum at a General Meeting (GM), provided at least one is an elected Officer (except in the case of a reconvened GM, as described in Para. 18 below). The Secretary shall record in the Minutes the number of paid-up Members in the Club, and the number of paid-up Members present.
18. If the required number of Members to form a quorum for a GM is not present after 30 minutes from the scheduled start of the Meeting, the Chairman shall close the Meeting and reconvene it in no less than one week. Members shall be notified of the time and venue for the reconvened Meeting. The reconvened GM will be considered quorate provided five or more paid-up Members attend, and at least one of them is an elected Officer of the Club. Proxies from the original GM will be carried forward. New proxies may be created as in 12. above.
19. The Club shall hold photographic competitions for paid-up members. The Committee shall decide the format of these competitions, and shall approve the wording of the Competition Rules before publication.
20. An inventory of Club property shall be maintained and copies held by both the Secretary and Treasurer.
21. One or more elected members of the Committee may, with their agreement, be appointed by the Committee to serve for one year as Vice-Chairman/Vice-Chairmen in addition to any other roles they may have.
22. In the event of the winding-up of the Club, its property shall be sold for the best price obtainable and the proceeds of the sale, together with monies held, shall be used firstly to pay any outstanding debts, with the balance being donated to the Friends of Tetbury Hospital.

This revised version of the Constitution was approved at the AGM on 2 Dec 2020. It should subsequently be referred to as "Dec 2020 Version".