

CONSTITUTION of Kelso Camera Club

NAME

The name of the Club is Kelso Camera Club, which is a non-profit distributing voluntary association.

AIMS AND OBJECTIVES

The purpose of the club is to allow people with an interest in photography:

- to learn about any aspect of photography
- to share examples of their work
- to be inclusive in a social setting in order to build confidence

POWERS

To further the above objectives, the Club may:

- a) engage and pay fees to professional and technical advisers/consultants to assist in the work of the Club
- b) take out membership of such organisations as are considered to be in the interests of and compatible with the objectives of the Club
- c) Carry out surveys and investigations and where considered appropriate publish the results arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures, classes, seminars and training courses
- d) collect and disseminate information on all matters affecting the objectives and exchange such information with other bodies having similar objectives
- e) cause to be prepared and printed or otherwise reproduced and circulated, free of charge or for payment, such papers, books, periodicals, pamphlets or other documents or films or recorded tapes (whether audio or visual or both) as shall further the objectives
- f) purchase, take on lease or exchange, hire or otherwise acquire any property and any rights and privileges considered appropriate for the promotion of the objectives and construct, maintain and alter any property considered appropriate for the work of the Club
- g) make regulations for the management of any property which may be so required
- h) sell, let, grant securities over, dispose of or turn to account all or any of the property or assets of the Club
- i) Raise money for the objectives and accept gifts on such terms and on such security as shall be deemed to be appropriate
- j) raise funds and invite and receive contributions from any person or persons by way of subscription or otherwise
- k) make payment in good faith of reasonable and proper remuneration and fees to professional and technical advisers or the repayment to members of the Club of reasonable and approved out of pocket expenses
- l) invest the funds of the Club not immediately required for the objectives in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) as may at the time be imposed or required by law, and
- m) do all lawful things as are incidental or conducive to the attainment of the objectives.

MEMBERSHIP

Membership is open to anyone interested in furthering the aims of Kelso Camera Club.

There is an annual full membership fee for adult members and for junior members (16 years and under. Non-members may attend 3 club meetings before being required to subscribe to a full membership.

All members will receive a membership card.

Membership will run from the beginning of September to the end of August the following year, referred to here as a "session". New membership payments for the current session received after 1st March will be given a 50% discount. *(It is important to note that the eligibility for theme, wildlife and landscape competition photographs shall be from the 1st June of one year to the end of May in the following year.)*

The Committee will have the power to alter the membership and other fees. Notice will be given to all members of any proposed changes at the A.G.M. and will take effect from the beginning of the new session.

There is a weekly charge for all members, agreed at the AGM or at an EGM as appropriate.

GENERAL MEETINGS

The Committee of management shall convene an Annual General Meeting (AGM) in each year by giving fourteen days' notice to the membership; not more than fifteen months shall elapse between one AGM and the next. The AGM to be held between 1st April and mid May. All Committee members shall stand down at the AGM but they shall all be eligible for re-election. The business of the AGM shall be:

- a) to elect a Committee of management (see below) for the forthcoming session
- b) to receive and approve the independently examined accounts for the past session

The quorum for the AGM or EGM will be a minimum of 25% of the Club membership at the time.

An Extraordinary General Meeting (EGM) may be convened by the Committee or at the written request of at least five members; at least fourteen days' notice of such meeting must be given to members. The particular business to be considered at an EGM must be stated in the notice and no other business shall be considered.

COMMITTEE OF MANAGEMENT

The management shall be vested in a Committee consisting of Chairman, Vice Chairman, Secretary, Treasurer, Competition Secretary and up to 4 ordinary members.

The Committee shall have the power to co-opt additional members as they see fit to assist with the business of the Club. There will be a minimum of four meetings per session of the Committee, who shall undertake the general business of the Club.

DELEGATION TO SUB-COMMITTEES

The Committee of management may delegate any of their tasks to any sub-committee consisting of one or more management committee members and such other persons (if any) as the management committee may determine. The rules of procedure for any sub-committee shall be as prescribed by the management committee.

PROCEDURE AT COMMITTEE MEETINGS

The quorum at all meetings of the Committee shall be 5 persons. Unless otherwise specified at a meeting the decision making process will be by consensus. Minutes shall be kept of all

meetings containing a note of all those present and a record of all proceedings, resolutions and decisions. Notes will be made at meetings of all sub-committees as appropriate.

In the event of a tied vote, the Chairman has the second and casting vote.

All decisions taken by the Club will require a simple majority as long as quorum rules are met.

FINANCE

All funds raised by or on behalf of the Club shall be applied to further the objectives of Kelso Camera Club and for no other purpose. The treasurer shall keep proper accounting records and shall prepare proper accounts as the members may direct. A bank account shall be opened in the name of Kelso Camera Club. The Committee shall authorise in writing four members of the Committee, one of whom shall be the treasurer, to sign the cheques on behalf of the Club. All cheques must be signed by two of the four authorised signatories but including the Treasurer where possible.

The Club will also appoint an independent examiner of the accounts in preparation for the AGM where the accounts are presented to club members for scrutiny.

ALTERATIONS TO THE CONSTITUTION

A resolution to alter this constitution shall not be valid unless:

- two thirds of the votes cast in relation to the resolution at an AGM/EGM of Kelso Camera Club are in favour and
- notice (setting out the terms of the proposed alteration) shall be given to the members not less than 14 clear days before the meeting at which the alteration was proposed.

DISSOLUTION

Notice shall be given to the members not less than 21 clear days before the meeting at which the dissolution is to be proposed. If such decision is confirmed by a two-thirds majority of those present and voting, the Club shall sell all assets as considered appropriate and settle any debts and liabilities of the Club. Any assets remaining after the satisfaction of such debts and liabilities shall be given or transferred to such other organisation(s) having objectives similar to the objectives of Kelso Camera Club as the members may determine.

The persons whose signatures appear below sign on behalf of Kelso Camera Club at a meeting where the constitution was adopted on 7th May 2015

Name (block capitals)	Signature	Position
Ian Topping		Chairman
Graeme Webb Chairman		Vice
Cathy Simpson		Secretary
Richard Barwick		Treasurer