

Viewfinders of Romsey Camera Club

CONSTITUTION

December 1998 (re-typed November 2010)

- 1. Name.** The name shall be "Viewfinders of Romsey Camera Club.
- 2. Club Year.** The club year will be 1 September to 31 August.
- 3. Objective.**

The objective of the Club is to encourage its members to enjoy their hobby in all its aspects without sectional interests taking any form of preference, thereby enabling all members to get more enjoyment from photography.
- 4. Membership.**

Any person interested in or practising photography as an amateur or professional who agrees actively to support the Club's objectives may apply to the Hon Secretary for membership.

Membership is subject to the acceptance and approval by the club committee at an ordinary committee meeting.
- 5. Subscriptions.**

Subscriptions are to be agreed annually at the AGM or by a Special General Meeting. Subscriptions shall become due on 1 September each year. Those members who have not paid their subscriptions by 31 October will be unable to participate in Club activities or use the club's name in connection with their work until such time as their subscriptions are paid up to date.
- 6. Administration.**

Administration of the Club will be handled by a committee consisting of the Chairman, Vice Chairman, Secretary, Treasurer, Programme Planner, Internal Competition Secretary, External Competition Secretary and five members ex-officio. Specific committee duties will be decided and published by the committee from time to time..
- 7. Annual General Meeting.**

The AGM is to be held on the first Tuesday in July when all the officers are due for election.

The business shall include:-

 - 1) Minutes of the previous AGM.
 - 2) Annual reports by the Chairman and Committee.
 - 3) Audited statement of accounts and balance sheet.
 - 4) Election of officers and committee members.
 - 5) Appointment of auditor and Southern Photographic Federation delegates.
- 8. Special General Meeting.**

A Special General Meeting can be called at any time by the committee or on receipt of a requisition signed by not less than 25% of the members. Twenty-one days notice must be given to all members of any Annual or Special General Meeting, with particulars of all business to be transacted. No business other than that appearing on the notice/agenda shall be transacted.
- 9. Nominations.**

Nominations for committee members shall be accepted from fully paid-up members and seconded and must be signed by the nominee who must also be a fully paid-up member. Nominations will be accepted up to and including the AGM.
- 10. Propositions.**

Propositions for the AGM and Special General Meetings shall not be accepted unless given to the Secretary in writing at least 14 days before the date of the meeting, signed by two members as proposer and seconder.
- 11. Competition and Monthly Assessment Rules.**

A copy of the Rules shall be supplied to every member of the Club. Any changes to the Rules shall be formulated by the Committee and ratified by the AGM.
- 12. Committee Regulations.**

Committee members shall receive at least seven days notice for meetings other than club night meetings. Should a committee member resign or leave the club, the vacancy should be filled at the first possible meeting.
- 13. Minutes.**

The minutes of committee meetings shall be recorded and a copy must be displayed on the Club notice board.
- 14. Accounts.** A full and accurate account of finance shall be available at all times.
- 15. Insurance.** Adequate Club insurance must be maintained.
- 16. Emergencies.**

In the event of anything occurring not provided for or not clear in this Constitution, the Committee shall have the power to deal with the same at their discretion.
- 17. Dissolution.**

The Club may be dissolved only with the consent of 75% of the members present at a Special General Meeting called for that purpose. Such a meeting shall appoint a liquidator and decide on the disposal of all club funds and assets.
- 18. Constitution.**

A copy of the Constitution shall be supplied to every member of the club. No alteration to this Constitution shall be made except at an Annual General Meeting or a Special General Meeting.