



Mid Somerset Camera Club Constitution

Name:

The Club shall be called "Mid Somerset Camera Club"

Aims:

The Club's aims are to promote and encourage the sharing and enjoyment of the art and technique of photography of all levels of ability for the benefit of members and others in a friendly atmosphere through lectures, demonstrations, workshops, exhibitions, competitions and through formal and informal discussions.

The Year:

The Club's operating and financial year shall be from 1st September and shall consist of a winter season (September to May) with meetings generally held weekly and a summer season (June to August) with fewer or no meetings.

Membership:

The Membership is open to anyone who is interested in photography and who supports the Club's Aims. A person becomes a member for a year (winter and summer seasons) by paying the Club's subscription to the Treasurer. Only members may serve on the Committee, vote at General Meetings and enter Club Competitions

General Meetings:

Club affairs are managed through General Meetings open to all members and through an appointed Committee. There will be an Annual General Meeting in addition to which Special General Meetings may be held. Agreement at General Meetings is by simple majority of those present.

For a valid proposal to be considered at the AGM, it should be given to the Secretary at least 21 days before the meeting to allow time for its distribution.

If a valid proposal is submitted at another time of the year, a Special General Meeting shall be called at least 21 days and not normally more than 28 days after the Secretary has received the proposal, the proposal being the only item of business.

A proposal for a change to the Constitution can only be made at an AGM or Special General Meeting. A proposal for a change to the Constitution is valid if it is made by the Committee, or if it is made in writing to the Secretary and signed by six members.

Annual General Meeting (AGM):

The AGM shall be held in May and the Business shall include:

- Minutes of the previous AGM and any Special General meetings.



- Annual Reports and presentation of a new programme of activities for the year commencing on the following 1st September
- Statements of Accounts, for previous year and year to date.
- Election of Officers and Committee.
- Any other business.

Committee:

The Committee shall manage the Club's affairs during the year from one AGM to the next.

The Committee shall consist of a minimum of 7 members, including the following officers: Chair, Vice Chair, Secretary, Treasurer, with a maximum of 12 members. The committee may co-opt club members for specific roles. Co-opted members will not have voting rights.

The Committee's actions will be guided by the principle of what is in the best interest of the Club as a whole and will act in accordance to the Club's Constitution and Bye Laws.

The Bye Laws will detail the principal ways by which the club operates from day to day. The Committee will adopt the Club's initial Bye Laws agreed at an AGM and will operate in accordance with the Bye-Laws. The Committee is thereafter free to amend the Bye Laws provided that any amendments made are brought to the attention of members within ten days.

Quorum:

For business to proceed at General Meetings at least 30% of eligible Members shall be present in person.

For Committee meetings at least 5 Committee members must be present in person or if agreed by the chair in advance, by telephone or similar means.

Subscriptions:

Subscriptions and Entrance Fees shall be set annually at the AGM. The amount of the subscription may be reduced for new members joining late in the Season at the discretion of the Treasurer and Chair.

Visitors:

Visitors may attend Club meetings on the payment of the Entrance Fee. A visitor, who decides to become a Member after one or two visits, may claim back a part of their Entrance Fees.

Items of Expenditure:



Proposals for items of expenditure in excess of GBP300 shall be made in the same way as proposals for a change to the constitution. The Committee shall take the decision on smaller items of expenditure.

Emergencies:

In the case of an emergency, the Committee shall take any necessary decisions and report these to club members without delay and within 5 working days.

Club Policies:

The Club shall have written policies covering:

- Safe-guarding
- Disciplinary
- Privacy

These policies shall be administered by the Committee and shall be adhered to by all members.

Affiliations and Insurance:

The Club shall be a member of the Western Counties Photographic Federation (WCPF) and through it the Photographic Alliance of Great Britain (PAGB). The Club shall take out Public Liability Insurance Cover through the PAGB or another provider.

Termination of the Club:

Trustees shall be appointed at the time of any closure to manage the process.

If the Club is forced to close through:

- merger, then the assets shall be passed to the merged Club
- lack of members, then its equipment shall be donated to neighbouring camera clubs and its finances made over to a not for profit organisation as agreed by the Trustees
- failure to appoint Officers or a Committee, the procedure as above will be adopted but delayed for up to one year, to allow time to form a Committee