

East Ipswich Camera Club Constitution

1 .NAME

- a) The name of the organisation shall be the "EAST IPSWICH CAMERA CLUB" hereinafter called the "Club"
- b) The abbreviation "EICC" without punctuation may be used on Club notices, written and printed matter as if the name were written in full.

2 .OBJECTIVES

The **objectives** of the Club shall be:-

- 1) To promote photography as a hobby.
- 2) To encourage and enable members to improve their skills **as photographers.**
- 3) To organise fortnightly "ordinary" meetings of competitions, lectures, demonstrations, discussions, and practical photography.
- 4) To organise social events for the members.
- 5) To raise money in furtherance of the Club's **objectives.**
- 6) To do all such things as are conducive or instrumental to the attainment of these objectives.

3 .MEMBERSHIP AND ATTENDANCE

- a) Membership shall be subject to the rulings of the Club whose decisions are final in such matters.
- b) New members may be admitted to the Club on a provisional basis for two consecutive meetings at a **payment** equal to the **guest's fee for each meeting**, after which they must either enrol as a member of the Club or attend no further meetings on a provisional basis. During this time they may not enter competitions and they may not vote.
- c) The Committee **of the EICC** shall have the right to terminate the membership of any member who has, in their opinion:-
 - 1) Acted in a manner likely to bring the Club **into** disrepute
 - 2) In any way obstructed the Club in the pursuit of its **objectives.**

- 3) Failed to **give** a reasonable **explanation** for failing to attend four consecutive meetings
 - 4) Failed to declare an interest where a conflict of **interests** is possible.
- d) Any member excluded from the Club under clause 3(c) may appeal to a General Meeting which may **then** decide to reinstate **the excluded member**.
- e) There shall be four classes of **membership**:-
- 1) "Ordinary" members who shall have unrestricted benefits of membership and who shall have one vote at every General or other formal meeting of the Club at which they attend.
 - 2) "Provisional" members admitted to two ordinary meetings under clause **3(b) but** shall have no voting rights.
 - 3) "Honorary" members elected by the **Committee of the EICC** for one financial year, **but who** shall have no voting rights nor serve on the **Committee of the EICC**. Honorary members are excused annual subscriptions and ordinary meeting charges. The maximum number of Honorary members shall not exceed two at any one time.
 - 4) "Honorary Life" members may be elected at a General meeting of the Club. **This will normally be awarded to members who have made exceptional contributions to the Club and its objectives**. Such members shall be Honorary Life Members for as long as they and the Club are in existence and shall have unrestricted benefits of membership and shall have one vote at every General or other formal meeting of the Club at which they attend. They may also serve on the Committee of the EICC.
- f) Members' partners may attend ordinary meetings of the Club, Outings and Social events, provided that members' requirements for facilities and space have been met. They may not enter competitions and they may not vote.
- g) The Committee may authorise non-members attendance at specified meetings, outings and social events, provided that members' requirements for facilities and space have been met. They may not enter competitions and they may not vote.
- h) Members may resign from the Club at any time, but would be expected, as a matter of courtesy to inform the Club secretary of any impending resignation. **No repayment of fees will be made by the Club**.
- i) The membership of the Club shall not exceed Forty Five including any Honorary members. There will be a waiting list for any persons wishing to join the Club where this limit has been reached.
- j) The minimum age for membership shall be Eighteen years.

4. FINANCIAL

- a) The Treasurer is responsible for the club finances, keeping records of all transactions and presenting a summary of the accounts at the AGM. A maximum of £100 may be held as cash. Any larger sums must be held in a major clearing bank or building society account in the name of East Ipswich Camera Club, (EICC) and would require the signature of two Committee members for withdrawal, at least one of whom is the Treasurer, Chairperson or Secretary. The second signatory to sign in the presence of the first signatory who would sign in the presence of a cashier of the bank or building society.
- b) The Treasurer shall provide a statement of the account to any member wishing to inspect it.
- c) The member's subscriptions and ordinary meeting fees shall be at such a rate as the Club's Committee may determine, subject to confirmation by a General Meeting.
- d) Retrospective subscription increases may not be made.
- e) **Membership subscriptions** shall be payable annually on the first meeting of the season and no later than third meeting of each new season. **Any members** not having paid in full by the third meeting of each **new** season will be deemed to have terminated their membership and will cease to be **members**.
- f) Reduced rates of subscription may be calculated for members joining during the year as follows: January – April 66% of annual fee, May onwards 33% of annual fee.
- g) Any member who has a financial obligation to the Club and has not settled the said financial obligation within a period of time set by a meeting of the Committee, shall be automatically removed from membership, without remission.
- h) The Committee **of the Club** shall have full discretion in deciding charges to be made for **attendance at Club outings**, social events and for services. Such charges must be announced in advance and may not be increased without the agreement of the individuals concerned.
- i) Cheques drawn in favour of the Club may be made out to "EICC" or "East Ipswich Camera Club".
- j) No Member may sign a cheque drawn in favour of **themselves**.
- k) No cheque may be drawn or money paid out of the Club's funds other than in reasonable pursuit of the Club's **objectives**.

5. GENERAL MEETINGS

- a) The Annual General Meeting of the Club shall be held at the last meeting of each season.
- b) Additional General Meetings shall be held by decision of the Committee of the Club.
- c) Any Ten Members **of the Club** may demand an Extraordinary General Meeting within four weeks of their giving the Secretary **formal written notice, stating the purpose of the meeting.**

Every member of the Club will then be informed of the purpose, date, venue and time of the meeting, before such a meeting takes place.

- d) Notice of all General Meetings shall be displayed on the Club notice board at the two consecutive ordinary meetings immediately preceding that General Meeting and emailed to those members who have email facilities. Such notice shall specify the date, time and venue and indicate the Agenda items.
- e) Members may submit motions for discussion at General Meetings, formally proposed and seconded, up to four weeks prior to the meeting.
- f) The Chairperson may permit motions from the floor to be discussed under "any other business" if time allows.
- g) Proxy votes are not allowed at any **Club Meetings**
- h) A quorum for a General Meeting shall be any ten fully paid up members plus any two Committee members
- i) The chairperson may exclude from voting any member who has been absent for a reasonable period of the discussion, prior to a vote being taken.
- j) All General Meeting decisions shall be on a straight voting majority and tied votes will be considered a status quo decision.

6. COMMITTEE

- a) A Committee shall be elected on a show of hands at each Annual General Meeting.
- b) The Committee shall comprise the following officers of the Club:-
 - 1) Chairperson
 - 2) Secretary
 - 3) Treasurer
 - 4) *Assistant Secretary (optional)*
 - 5) 3 or more other members

- c) Ordinary members may be nominated for committee membership on the recommendation, in writing to the secretary, of two fully paid up members **of the Club**. Such nominations **must be** submitted not less than two weeks prior to the election.
- d) Existing Committee members shall automatically become eligible for re-election unless they indicate a desire not to stand for re-election.
- e) The Committee shall be responsible to the Club for the achievement of its objectives.
- f) The Committee shall be responsible for presenting an Annual Report and Financial Statement to each Annual General Meeting.
- g) The Committee shall be responsible for ensuring adherence to this Constitution.
- h) The Committee shall be responsible for maintaining and making available records of all financial transactions, decision making and voting details in respect of all Committee and General Meetings.
- i) A Committee Member failing to attend three consecutive Committee Meetings shall be deemed to have resigned **their** office, unless the Committee decide otherwise. They will still remain a Club member.
- j) The Committee shall have the power to fill up two casual vacancies without reference to a General Meeting.
- k) The Committee shall have powers to co-opt up to two persons to the Committee for not more than three Committee meetings per *year* **for each** co-optee.
- l) Committee decisions shall be approved by at least two thirds majority. Failing such a majority the status quo will apply unless the matter is referred to a **General Meeting**.
- m) The Chairperson does not have a casting vote at Committee or General Meetings.
- n) The Committee has no power to over-rule any decision formally made by a General Meeting.
- o) A report of the Committee meeting proceedings shall be available to any member on request.
- p) In the absence of the Chairperson, the Committee may appoint one of its members to serve as chairperson at any Committee or General meeting.
- q) A Committee Quorum shall be three members excluding co-opted members.

7. HONORARY PRESIDENT

The Club shall have an Honorary President who shall be elected at an Annual General Meeting. The Honorary President shall be invited to attend prestigious Club events and to present the trophies to winners on Presentation Night.

8. AMENDMENT OF CONSTITUTION

This constitution may be amended by a three-fifths majority at a General Meeting.

9. INTERPRETATION

Any doubt arising as to the application, interpretation or meaning of any clause in this constitution shall be decided by a vote of the General Meeting whose decision shall be final and conclusive.

10. BYE LAWS (Rules)

The Committee may promulgate Bye Laws (**Rules**) governing the running of Competitions and may vary and interpret such Bye Laws (**Rules**).

11. STANDING ORDERS

- a) The Club shall not publish separate standing orders.
- b) The Chairperson shall conduct all meetings in accordance with generally accepted practice and **has** full discretion and power to maintain good order and fair and effective debate.
- c) In the case of dissent with a Chair ruling, the chair shall be vacated and the matter immediately put to the vote of the meeting.

12. DECLARATION OF INTEREST

- a) A member of any grade shall declare an interest immediately a matter which could cause conflict of **interests** comes under discussion at any meeting of the Club.
- b) Failure to do so will be regarded as reason for termination of membership (Item 3(d)(4))
- c) A member contravening this clause shall be held personally responsible for any loss or disadvantage suffered as a result of a non-declaration of interest.

13. INDEMNITY

Committee members shall be indemnified out of the Club assets for all liabilities incurred in the Bona Fide execution of their duties under this constitution.

14. DISSOLUTION

- a) The Club shall be dissolved if:
 - 1) A resolution of a General Meeting to the effect is passed.
 - 2) The Committee is unable to raise a quorate General meeting in order to put a resolution to dissolve to the Club.
 - 3) If there are insufficient members to form a quorate Committee.
- b) On dissolution all assets shall be liquidated and the proceeds used to settle Club debts.
- c) Any remaining funds shall be donated to **the Charity or Charities supported by the Club at the time of dissolution. If no such charities exist then a charity shall be nominated by the remaining members by majority vote.**

15. PUBLICITY

No member may make statements to the press, other media persons or organisations in the name of or on behalf of the Club, except on the authority of the **Chairperson or Secretary.**

16. REPRESENTATION

No member may claim to be acting in the name of, or on behalf of, the Club except on the authority of the **Chairperson or Secretary.**