

Constitution - March 2022

1. Title: The club shall be called **Colchester Photographic Society**.

2. Object: To promote and encourage interest in the study and application of photography.

3. Membership:

(a) There shall be five grades of membership:

1. Individual Membership.
2. Joint Membership.
3. Associate Membership
4. Student/Disabled/Country Membership
5. Honorary Membership.

(b) Membership of the society implies the undertaking to comply with and abide by these rules.

(c) A member may be expelled or asked to resign from the society at the discretion of the committee. The committee can request a member to appear before it, provided that where any accusation or charge is made, the member is given full and reasonable opportunity to forward a defense and bring witnesses at a later meeting. Any member expelled or asked to resign shall have the right of appeal to an Extraordinary General Meeting called for the purpose. All committee proceedings under this rule shall be treated as privileged and confidential.

(d) Honorary members may be elected only at the Annual General Meeting by a proposal from the committee. Nominations for Honorary members must be submitted in writing to the committee at least 21 days prior to the Annual General Meeting, giving brief reasons why the honor should be bestowed and signed by the proposer.

(e) A member or non-member visiting the club must be 18 years of age or greater.

4. Subscriptions:

(a) Subscriptions are required to be paid before the season commences. Any member whose subscription remains unpaid, two meetings after the first meeting of the season shall forfeit membership subject to the committee's discretion.

(b) The annual subscription shall be fixed for the following year at the Annual General Meeting.

(c) A person who has not held membership in the previous year and who wishes to join the club when half of the regular meetings have been held shall pay half the subscription fee for that grade of membership.

(d) The club will aim to be well funded and make a small surplus each year. Excess of revenue generated through members subscriptions and club activities each year will be used for the general benefit of members. Club or

committee members will not be personally remunerated except for appropriate expenses in carrying out their duties on behalf of the club

5. Annual General Meeting: The Annual General Meeting shall be held each for:

- (a) The presentation of reports on last year's work.
- (b) The presentation of unaudited accounts, noting that audited sign-off of such accounts will be undertaken and circulated to members prior to the commencement of the new season.
- (c) The election of executive officers and subsidiary officers.
- (d) The election of honorary members (rule 3d).
- (e) The setting of the annual subscriptions for the next year.
- (f) The presentation of trophies and certificates
- (g) Any proposals, these must be seconded and submitted to the general secretary at least 21 days prior to the Annual General Meeting. The General Secretary shall forward a copy of the agenda to all members at least 7 days prior to the meeting.
- (h) Any other business.
- (i) The appointment of an auditor.
- (j) Votes taken at the AGM shall be passed if a simple majority of members are in support

The quorum for the Annual General Meeting shall consist of one third of the membership or 25 whichever is the less.

6. Extraordinary General Meetings:

- (a) An Extraordinary Meeting may be called by 6 members by giving at least 28 days' notice in writing to the secretary.
- (b) The secretary shall notify all members giving at least 21 days' notice stating the object of the meeting at which no other business shall be discussed.
- (c) The quorum for such a meeting shall be the same as for the Annual General Meeting.

7. Officers and Committee:

- (a) The Executive officers shall be President, Chairman, General Secretary and Treasurer. The Subsidiary officers shall be Vice Chairman, Programme Secretary, Print Secretary, PDI Secretary, Publicity Secretary, Webmaster, External Competitions Secretary, Social Secretary, Members' Secretary and Social Media Secretary. These shall form the committee.
- (b) This committee shall have the power to manage all business of the society and to deal with any matters not covered by these rules. Five members to form a quorum.
- (c) Should any member of the committee be absent from 3 consecutive committee meetings without reasonable excuse, their office shall be declared vacant.
- (d) Should any vacancy occur among the committee the vacancy shall be filled by a majority vote of the committee.
- (e) The committee may hold a meeting at any time but must hold a minimum of 5 meetings in any one year.
- (f) Persons other than committee members may attend or speak at committee meetings only at the written invitation of the committee but can submit any suggestions etc. to the General Secretary.

- (g) The Chairman of the meetings shall have the casting vote only.
- (h) All officers are eligible for re-election each year.
- (i) The committee shall have the power to co-opt additional members to the committee to provide support but who shall not be Executive or Subsidiary Officers.

8. Amendments to the Rules:

- (a) The Constitution of the society may only be altered at a General Meeting.
- (b) The Competition Rules may be altered at a General Meeting or a Committee meeting.

9. Termination of the Society:

In the event of a decision to terminate the Society, then after a cooling-off period of 6 months and settlement of all outstanding debts, the society's assets shall be realised and donated to charity, as determined by the final General Meeting.