



BEESTON

CAMERA CLUB

Constitution

1. Name of Club and Affiliation to other Organisations

- a. The Club shall be called "BEESTON (NOTTS) CAMERA CLUB".
- b. The Club shall be affiliated to the Photographic Alliance of Great Britain (PAGB) through membership of the North & East Midlands Photographic Federation (N&EMPF).

2. Aims and Objectives

The AIM of the Club shall be the practice and promotion of photography amongst its Members

The OBJECTIVES of the Club are to expand photographic knowledge and skills through lectures, competitions, tuition and other activities within a social environment.

3. Membership

- a. Membership shall be open to all interested in photography.
- b. Juniors (under 16) may become members by special agreement of the Club and on producing their parents/guardian's consent. Such members must be accompanied by a parent or guardian while attending a club event.
- c. Membership subscriptions must be paid within one month of the commencement of the Club season or date of membership application whichever is the later. Non-payment of subscriptions within the time limited automatically results in loss of membership. No person may enter any competition or vote at any meeting before paying the annual subscription.
- d. The Treasurer may charge reduced membership subscriptions to those persons who wish to join the Club after the Christmas recess.
- e. The maximum number of members of the Club is at the discretion of the Club Committee
- f. All members shall be supplied with a copy of the Constitution and Data Protection Policy
- g. A members' register will be kept and updated annually.
- h. Members must abide by these rules and any subsequent additions or alterations thereto and the decision of the Committee in all matters shall be final and binding.
- i. A member may be expelled or asked to resign from the Club at the decision of the Committee. Any member expelled or asked to resign shall have the right to appeal to a Special General Meeting called for that purpose.

4. Management of the Club

- a. The Management of the Club shall be vested in a Committee comprising: President, Vice-President, Immediate Past-President, Hon. Secretary, Hon. Treasurer, Programme Secretary, Competition Secretary, Exhibition Secretary, External Competition Secretary, Webmaster, Publicity Officer and up to four ordinary members.

- b. The Committee may co-opt an ordinary member for a special purpose but such a member shall not have any voting right at that meeting.
- c. The AGM may also elect as Honorary Vice-Presidents such person or persons as may be nominated by the Committee in recognition of their meritorious service to the Club. Such Honorary Vice-Presidents shall not be subject to re-election annually and shall not pay an annual subscription. Such Honorary Vice-Presidents are not members of the management committee unless elected in a Committee position at the AGM.
- d. A quorum of 6 shall be necessary for the Committee to conduct any business or make any decision on behalf of the Club.
- e. The Committee shall decide upon competition rules
- f. All members of the Committee, except the President, shall retire at the AGM each year but shall be eligible for re-election by vote which must take place at the AGM
- g. The President shall retire at the AGM after two years in office and may not stand for re-election as President for the following two years.
- h. Any or all members of the Committee, including the President, may be removed from office at any time by the votes of two thirds of the members present and voting at a special meeting called for that purpose. Abstainers shall be ignored. In the event of the removal or resignation of the whole or a majority of the Committee the members shall authorise the Secretary or some other named member to obtain nominations and (if necessary) arrange a ballot to fill the vacancies.
- i. The Committee may appoint a member to fill any vacancy on the committee until the next AGM.
- j. The Secretary shall keep minutes of all Committee meetings of the Club which shall be ratified and approved at the next meeting of the Committee and signed by the Chairman. Ordinary members may have access to Committee minutes on request to the Secretary.
- k. The Secretary shall handle the administrative aspects of the Club, including compliance with the Club's Constitution and organisation of the Committee meetings and Annual General Meeting, liaise with the Federation and deal with all correspondence sent to the Club.
- l. Appropriate accounts shall be maintained at a recognised Bank selected by the Committee and all cheques drawn on the Bank shall be signed by two of three Officers approved after each AGM.
- m. All subscriptions and moneys owing to the Club shall be collected by the Treasurer. All cheques and cash not required for immediate disbursement shall be paid into the Club's Bank account without delay.
- n. The Treasurer shall prepare proper Accounts and a Balance Sheet at the end of each financial year of the Club which shall be audited by two persons elected for that purpose.
- o. The Club has no responsibility for members' personal property and photographic equipment whilst at Club meetings. The committee may make ex-gratia payments at their discretion to members in the event of uninsured damage to the members' equipment which at the time was being used for the benefit of the membership (e.g. studio lights, backdrops etc.)

5. Election of Members of the Committee

- a. Any two members may nominate candidates for office, with the consent of the candidate, and all nominations shall be communicated to the Secretary at least 14 days before the AGM. Nominations are to be in writing on forms to be supplied by the Secretary.
- b. Candidates must have been a member of Beeston Camera Club for 12 months, though this may be waived at the discretion of the Committee.
- c. Immediately after the closure date for nominations the Secretary shall announce the names of candidates for election, and make available the names with their proposers and seconders and the office for which they are proposed.
- d. If two or more candidates are nominated for the same office, the Secretary shall, declare that ballot papers will be issued at the AGM and the position voted on at the AGM.

- e. Any member of a General Meeting may appoint any other member as his proxy, by providing the Honorary Secretary with a completed proxy form prior to the meeting. Such proxy may vote on any proposition or in the election of Officers for the absent member as they consider desirable.

6. Meetings of Members

- a. The President, failing them the Vice-President or Immediate Past-President will preside at every meeting of members and of the Committee. If the President, Vice-President or Immediate Past-President are not present within 15 minutes of the time fixed for the commencement of the meeting or have signified their inability to attend the meeting the members present shall select one of their number to take the chair.
- b. Every member present and entitled to vote may have one vote upon each resolution and in the case of an equality of votes the Chairman may have a second or casting vote.
- c. Resolutions, including unopposed elections to the Committee, shall be voted upon by a show of hands. Where two or more candidates are nominated for the same office the provisions of paragraph 5b shall be followed.
- d. Notwithstanding paragraph 6c, the members, prior to voting on any resolution, may decide to proceed by secret ballot instead of a show of hands or vice versa.
- e. Resolutions shall be adopted when passed by a simple majority of those members present and voting (except in cases which state otherwise in these rules) unless in the case of any particular resolution the members have decided beforehand that a particular percentage of votes is required to pass the resolution.
- f. The Committee may convene a meeting of the members whenever it thinks fit and must convene a special general meeting of members on a requisition made in writing and signed by at least 15% of the membership and lodged with the Secretary.
- g. Any requisition made by the members must state the object of the meeting proposed to be called. No business other than that stated in the requisition may be transacted at any such meeting.
- h. On receipt of any such requisition the committee must immediately proceed to convene a meeting of the members and if the committee fails to call a meeting to be held within 21 days of the date of the lodgement of the requisition with the Secretary the requisitionists or any of them may convene such a meeting.
- i. A quorum of 15% of the membership, present in person at the time appointed for the commencement of the meeting is necessary before any business can be transacted or resolutions passed at any meetings of members.

7. Annual General Meeting

- a. The general rules for the conduct of meetings shall apply to the AGM unless the contrary shall be expressed in this section of the rules.
- b. The Committee shall advise members of the date of the AGM not less than 28 days prior to the meeting which shall be held not later than the end of May.
- c. At the AGM the following business shall be transacted:-
 - i. Reports shall be received from the President and the Section Secretaries.
 - ii. The Treasurer shall present for approval the audited accounts and Balance sheet with his report.
 - iii. The Committee shall make a recommendation as to the appropriate subscriptions for the following year
 - iv. The election of Officers
 - v. Any other business brought forward by the Committee
 - vi. Any other business brought forward by any member and notified to the Secretary at least 14 days before the date fixed for the meeting.

8. Alteration of the Rules

- a. No alteration or addition to these rules may be made except at a meeting of members of which 14 days written notice has been given to the members of the proposal to make alterations. Copies of the proposed alterations shall be lodged with the Secretary who shall supply a copy to any member on request. Any alteration or addition shall require the approval of 60% of those members present and voting to be effective.

9. Dissolution of the Club

- a. At a Special General Meeting of the Club, of which at least 4 weeks written notice has been given to all members specifying the purpose of the meeting, a resolution for the dissolution of the club may be passed. To be effective at least half the membership must be present and the resolution must be passed by a three quarter's majority of those present and voting. No absentee votes will be permitted.
- b. In the event of the dissolution of the Club items of equipment will be sold to members by auction to the highest bidder and all proceeds added to the general fund and after payment of all debts and provision for all liabilities of the Club any balance shall be divided between the membership. Those members with one year or less membership to the date of a resolution to wind up the Club are excluded from the division.

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