

STROUD CAMERA CLUB CONSTITUTION 2017

1. The Club shall be called Stroud Camera Club; the Club's aim is to promote interest in photography.
2. The affairs of the Club shall be managed by a committee consisting of the Officers and not more than three additional members elected at the Annual General Meeting (AGM). Five members of the Committee shall form a quorum.
3. The Officers shall consist of a Chairman, Vice Chairman, Club Secretary, Club Treasurer, Assistant Club Treasurer (if warranted), Programme Secretary, Assistant Programme Secretary, Competition Secretary, Assistant Competition Secretary (if warranted), Publicity Secretary and Webmaster. All positions to be elected annually at the AGM.
4. Elections for the above positions for the following season shall take place at the AGM. However, the Vice Chairman will automatically fill the role of Chairman unless the current Chairman chooses to put himself or herself forward for another year, up to a maximum of three consecutive years, assuming all are in agreement. The Vice Chairman's role will then also be put up for election if necessary.
5. The Officers will formally take up their position on 1st September.
6. The Club Secretary shall keep the minutes of all meetings and will conduct the general correspondence of the Club. The Club Treasurer shall be responsible for all financial transactions of the Club. At the close of the year a Balance sheet shall be drawn up and audited. A more detailed description of these roles and of the other Officers' roles will be available at the first meeting of the season and again two weeks prior to the AGM.
7. The annual subscription shall be reviewed each year at the AGM. The Club Treasurer shall have power to reduce the amount payable by new members joining later in the season on a half-yearly basis.

8. The annual subscription shall be due from each member at the first meeting of the season and is to be paid within four weeks of the due date.

9. If in the opinion of the committee there is cause for the expulsion of any member of the Club, the case may be brought up either at the AGM or at a Special General Meeting (SGM) convened for that purpose. Voting will be by ballot.

10. The Committee shall have discretion to award Honorary Life Membership to members who have made a significant contribution to the club over a long period. This entitles them to free life membership.

11. No alteration or addition to this Constitution shall be made except at the AGM, or, if the Committee agrees, the Chairman shall call an SGM. The reason for the meeting shall be included in the agenda and only those matters shall be discussed. At least 14 days' notice of such an S.G.M shall be given to all members by correspondence or by announcement at two ordinary club meetings. A third of the Club membership shall form a quorum.

12. The AGM shall be held between the 1st April and the 1st June. A third of the Club membership shall form a quorum.

13. The Financial year shall be from 1st April to 31st March.

14. In the event that the Committee recommends the winding up of the Club at an AGM or SGM, the formal proposal shall include arrangements for the disposal of Club assets.

15. All members shall honour the rules of the Club.

16. The Club will comply with the Data Protection Act (specifically for Clubs and Societies) in that any data held is for use for Club membership purposes only and will only be used by the Club's Officers to contact members for club related business. The Club will retain on file the information that is needed only for this purpose. This information will be accurate and will be kept up to date taking into account any changes as and when the Club is informed of them. Any data held will be deleted and/or destroyed when it is no longer of use. Information will be kept on a strict need-to-know basis and will only be seen by the Club's Officers. The Club will not pass any member's information onto any other member or third party without the member's strict permission. Any data held will be kept securely.

17. All previous Constitutions made since the formation of the Club and not included in the above are rescinded.

Amended: August 2017

Ratified: SGM October 2017