

Tynemouth Photographic Society

RULES/CONSTITUTION

(as amended at a Committee Meeting on 13 February 2019)

- 1. NAME** - The name of the Society shall be **Tynemouth Photographic Society**.
- 2. PURPOSES AND OBJECTIVES** - The purposes of **Tynemouth Photographic Society** are:
 - 2.1 The study and advancement of photography and its application to other branches of knowledge.
 - 2.2 The holding of exhibitions and displays of current and historic photography for the benefit of the public of the area.
 - 2.3 To make available to the public by way of membership of the Society and otherwise demonstrations of and training in photographic techniques and photographic education generally.
 - 2.4 To bring to the public in the area of the Society a greater awareness of the benefits of photography in the widest possible sense.
- 3. MEMBERSHIP** - **The membership of the Society is open to any individual, aged 18 or over, or an organisation that agrees with the purposes. Each member has one vote. Application for membership of the Society shall be by completion of a membership application form and by payment of the relevant subscription fee as determined annually at the Annual General Meeting.**
- 4. SUBSCRIPTIONS** - The Annual Rates of Subscription shall be determined at each Annual General Meeting.

The Committee shall have power to apportion subscriptions according to the date on which membership commences, and to make such special arrangements in connection with subscriptions of members of groups as they deem to be advisable.

Subscriptions shall become due on the day succeeding the Annual General Meeting, and if any member has not paid his or her subscription before the 31st day of December in any year, the Committee may, in their discretion,, determine his or her membership. Members whose subscriptions are in arrears for more than three calendar months shall not be eligible to vote at any meeting of the Society or of the Committee.

- 5. COMMITTEE** - The Society shall be managed by a Committee consisting of the President, the Immediate past President (for a maximum of one year only), Vice President, Secretary and Treasurer for the time being and not less than four other members who shall be elected at the Annual General Meeting. Each group shall nominate a representative to the Committee, such nominations being ratified at the Annual General Meeting. Life Members elected prior to 1994 shall be members of Committee ex-officio.

The Committee shall have power to fill any vacancy which may occur in the Offices or Committee between Annual General Meetings, and to co-opt not more than two members at any one meeting. It shall also have power to delegate to Sub-Committees such part of its powers as it may deem proper. In the absence of the President, meetings of the Committee shall be presided over by the Vice-President or in the absence of the Vice-President by a Chairman to be elected at the commencement of the meeting. A meeting of the Committee shall be called not less than fourteen days before the

Annual General Meeting to nominate the President and Vice-President and to consider the business to be conducted at the Annual General Meeting.

6. PRESIDENT AND VICE-PRESIDENT - The President and Vice-President shall be nominated by the retiring Committee and presented to the Annual General Meeting. The presiding officer shall ask the AGM if there are any further nominations. A ballot shall be held if there is more than one nomination. If such nominations are then approved they shall hold office for one year. They shall be eligible for re-election, provided that neither Officer shall hold the post to which they are elected for more than two consecutive years.

Any member nominated for the position of President or Vice-President, including the existing President, if eligible for re-election, shall not be present at Committee meetings or AGM during such times as nominations for the coming year are under consideration. When present, the President shall preside over all General Meetings of the Society but in his or her absence the Vice President, if present, shall preside.

The Vice-President should normally be the Committee's nominee for President.

7. PAST PRESIDENT - The Immediate Past President shall hold office during the Presidency of his or her successor.

8. SECRETARY - The Secretary shall be appointed at the Annual General Meeting and shall hold office for one year but shall be eligible for re-election. The Secretary shall conduct the correspondence of the Society under the direction of the Committee and shall keep records of the proceedings of the Society and of the Committee and shall have custody of all the documents relating to the Society.

9. TREASURER - The Treasurer shall be elected at the Annual General Meeting and shall hold office for one year but shall be eligible for re-election. The Treasurer shall be responsible for the collection of members' subscriptions, and shall have custody of the funds of the Society under the direction of the Committee. The Treasurer shall render to the Annual General Meeting, and at such other times as the Committee may require, a Statement of Accounts of the financial position of the Society for accountancy purposes and shall keep a record of the receipts and payments of the Society. The financial year of the Society shall end on the 31st day of March in every year. The accounts to be submitted to the Annual General Meeting shall first be audited by an auditor appointed at the preceding Annual General Meeting or as the Committee shall direct. **An Independent Examiner, who is not a member of the Society, shall be appointed to examine the accounts when the Society's annual income reaches a threshold indicated by the Charity Commission (£25,000 as at 2018). There shall be one or more bank or building society accounts in the name of the Society. Cheques must be signed by two nominated Committee members who must not be related or live at the same address. Committee members may claim reasonable out-of-pocket expenses on terms approved by the Committee.**

10. OTHER OFFICERS - The Committee may appoint from time to time such other Officers as they deem necessary for the better conduct of the business of the Society.

11. RETIREMENT - All Officers and members of Committee shall be deemed to cease office immediately before respective Officers are named at the Annual General Meeting for the appointment of the office holder for the ensuing year.

12. MEETINGS - General Meetings of the Society shall be held at such times as the Committee may appoint. The Annual General Meeting shall be held during the month of April in every year. An Extraordinary General Meeting may be called by the Committee or by the Secretary if requested to do so by not less than five members. Not less than seven days notice shall be given of the Annual General Meeting or of an Extraordinary General Meeting. The quorum necessary for the conduct of the Annual General Meeting, and of any Extraordinary General Meeting, shall be one fourth of the eligible members of the Society, and for the business of Committee Meetings shall be not less than four members other than co-opted members.

13. PROPERTY AND PREMISES - The property of, and the premises occupied by the Society, shall be used in conformity of the rules (to be called 'House Rules') which shall be formulated by the Committee from time to time. The property of the Society, other than funds in the hands of the Treasurer, shall be held by the President, Secretary and Treasurer for the time being as Trustees for the Society, and, on dissolution of the Society, shall be realised by the Trustees, and the proceeds and the other funds of the Society shall be first applied in the discharge of the Society's debts and subject thereto, shall be disposed of in such a manner as shall be of some benefit to the development of photographic interest and activity amongst the public of the area served by the Society.

14. ALTERATION TO RULES - Any alteration in the rules of the Society must be effected by resolution passed at the Annual General Meeting or an Extraordinary General Meeting and the notice of such resolution must be given not less than fourteen days before the date fixed for the holding of the meeting.

15. A copy of these rules shall be kept available for inspection at the Clubrooms of the Society and all members shall be deemed to have notice of the same.