

Constitution of the YPI Camera Club

1 OBJECTIVES

- 1.1 To promote an interest in digital audio visual sequences (AVs).
- 1.2 To encourage Members to produce AVs by means of a programme of projects and activities.
- 1.3 To help Members improve the quality of their AVs by technical tutorials and constructive discussion of their own and other's work.
- 1.4 To widen the appreciation of AVs and attract new Members by means of public AV shows, talks and demonstrations to interested groups.

2 MEMBERSHIP

- 2.1 Members are those who have paid the appropriate membership subscription. Only Members have the right to attend and vote at meetings.
- 2.2 Visitors are entitled to participate in the Club's activities for three meetings. After that they must either pay the appropriate subscription and become a Member, or leave.
- 2.3 Anyone under the age of 16 must be under the supervision of a parent or legal guardian who is a Member.
- 2.4 Members who fail to pay their subscription within two months of it becoming due will have their membership automatically terminated.
- 2.5 Any Member who is considered to have brought the Club into disrepute may have their membership terminated as a result of a motion to this effect being carried at an AGM or EGM.
- 2.6 Historic Honorary Life Vice-Presidents have the same privileges as Members but are not required to pay a subscription. No more Honorary Life Vice-Presidents will be created.

3 OFFICERS

- 3.1 The officers of the Club will consist of a Chairman, a Secretary and a Treasurer, all being honorary.
- 3.2 Officers will be elected from amongst the Members by vote at the AGM or an EGM in the case of an unexpected vacancy.
- 3.3 The period of office is one year. The current Officers will hold office until the conclusion of the Annual General Meeting.
- 3.4 There is no restriction on the number of times a Member may be re-elected to the same office.
- 3.5 The affairs of the Club will be conducted by a Committee consisting of Chairman, Treasurer and Secretary with the help of other Members co-opted as necessary.

4 MEETINGS

- 4.1 Meetings will be chaired by the Chairman or in his absence the Secretary.
- 4.2 At AGMs and EGMs, motions will be carried if approved by a majority vote of Members present, provided the meeting is quorate. The Chairman is allowed a casting vote as well as a vote as a Member.

- 4.3 A Committee meeting will be called at the discretion of the Chairman, Secretary or Treasurer to deal with routine business. Two Members will form a quorum. Formal minutes will not be taken but the Secretary will make an appropriate record of the results of the meeting.
- 4.4 An Annual General Meeting (AGM) will be held in March. Members will be notified by email at least ten days in advance. Items and motions for the agenda must be submitted to the Secretary at least fourteen days before the AGM. Four Members will form a quorum. The Secretary will record the minutes of the AGM.
- 4.5 An Extraordinary General Meeting (EGM) may be called at the request of at least two of the Officers or after a written request, specifying the intended business and signed by at least three Members, has been handed to the Chairman. Members will be informed by email of the date and agenda of the Extraordinary General Meeting at least fourteen days in advance. Four Members will form a quorum. The Secretary will record the minutes of the EGM.

5 FINANCE

- 5.1 Any funds kept in a bank will be in an account held in the name of the Club. Any withdrawals from the account will require the signature of the Treasurer and one other Member.
- 5.2 The Treasurer will be responsible for maintaining the accounting records and will present a statement of income and expenditure and a balance sheet at the Annual General Meeting or at an Extraordinary General Meeting if requested.
- 5.3 Prior to the AGM, the accounting records and statement of accounts will be scrutinised by an independent Member who will confirm them as being satisfactory.
- 5.4 Any Member will have the right to inspect the accounting records at any time, subject to one week's notice being given.
- 5.5 An annual subscription is due at the first meeting in October, reducing pro rata per month for those joining after October.
- 5.6 Where two or more Members reside at the same address, a single family subscription is due.
- 5.7 The subscriptions for the following year will be reviewed and agreed at the AGM.

6 AMENDMENTS TO THE CONSTITUTION.

- 6.1 The constitution may be changed at the Annual General Meeting or an Extraordinary General Meeting of the Club, subject to the usual voting procedure.
- 6.2 In the event of any amendment, a copy of the revised constitution will be issued to each Member.

7 DISSOLUTION

- 7.1 If the Committee decides that it is advisable to dissolve the Club, an Extraordinary General Meeting will be called and the reasons for dissolution will be presented to the Members. A motion to dissolve the Club will then be voted on.
- 7.2 If the Club is dissolved, any assets remaining after all debts and liabilities have been paid, will be passed to a 'not-for-profit' organisation with similar aims and objectives to the Club. The organisation will be agreed at the Extraordinary General Meeting.