

WREKIN ARTS PHOTOGRAPHIC CLUB CONSTITUTION

1. Name

The Club shall be called The Wrekin Arts Photographic Club (herein after referred to as "The Club")

2. Affiliation to other organisations

The Club is a member of the Belfrey Arts Trust in Wellington, Shropshire, and affiliated to The Photographic Alliance of Great Britain through the Midland Counties Photographic Federation.

3. Aims and objectives.

The aim of the club is always to increase the enjoyment of photography, both within the Club and the wider community, and to expand members' photographic skills and knowledge.

This aim will be achieved by the holding of weekly meetings between September and June, where the Club will present lectures and presentations by both professional and highly skilled amateur photographers, and hold competitions and workshops, together with occasional social events.

In addition, opportunities will be provided for members to exhibit their work within the local community and other photographic clubs. The Club will also meet on a weekly basis in the Club premises during summer months for informal discussion and outings.

4. Membership.

- a. *Membership shall be open to all.*
- b. *Classes of Membership shall be:*
 - *Full Member (includes single and joint members)*
 - *Junior and /or Full-time Student Member*
 - *Members of State Pensionable Age*
 - *Honorary Life Member*
- c. *Any Junior Member under 18 should be accompanied at all meetings by either a parent or guardian.*

- d. *Honorary Life Membership may be granted to any person who in the opinion of the Committee has rendered outstanding service to the Club, and is duly voted for by at least 75% of the membership, at an AGM. Such members are able to take part in all the Club's activities and competitions, but would be exempt from paying further subscriptions.*
- e. *The Committee must keep a Register of Members.*
- f. *The Committee may refuse or terminate an individual's membership.*
- g. *All paid-up members and Honorary Members shall have one vote at General Meetings.*
- h. *It is a condition of membership that members agree to abide by the Constitution.*
- i. *Members may only enter the Club's competitions if they possess a current year's membership card.*
- j. *The Club premises, being all on the ground floor, provide good access for disabled members.*

5. Subscriptions

Annual subscriptions are due in September at the start of each new season.

Subscription rates and weekly entrance fees will be agreed at the previous Annual General Meeting.(AGM)

A member joining after 1st February shall pay half the appropriate subscription rate for the remainder of the club season.

6. Management of the Club.

a. The Committee.

- i *The affairs of the Club shall be managed by a committee, consisting of the following :-*

*Chairman
Vice-chairman
Secretary
Treasurer*

Membership secretary
Competition Secretaries(3) –Merit prints
-Merit slides
-Interclub and other competitions

Buildings Officer
Press Officer
Plus 4 other members

- ii. The quorum for committee meetings shall be four*
- iii. Committee meetings shall be convened by the chairman or, exceptionally, by three members of the committee.*
- iv. At least four committee meetings shall be held each year*
- v. During the year the committee may co-opt members to the Committee as required.*
- vi. Sub-committees may be formed by resolution of the committee to run specific Club functions*
- vii. Committee decisions will be determined by majority vote, with the Chairman having a casting vote.*
- viii. Committee members and a member' auditor will be elected by majority vote at each AGM.*
- ix. Nominations for committee posts at an AGM must be proposed by one member and seconded by another.*
- x. The committee must keep proper records of all proceedings at General Meetings and Committee meetings.*

b. Financial Management.

- i. The Treasurer is responsible for the safe custody of club funds.*
- ii. All club funds shall be banked at recognised banks or building societies*
- iii. Cheques must be signed by the Treasurer, plus either the Chairman or Secretary. In an emergency the Chairman or secretary may sign for the Treasurer.*

- iv. *The Treasurer will provide a financial statement for each AGM and at any other time required by the Committee.*
- v. *A Committee member and a non-committee member will audit the annual accounts.*
- vi. *The Committee ,through the Treasurer and Secretary ,is responsible for ensuring that the club is adequately insured to cover public liability and property.*
- vii. *Dissolution*
 - a. *A decision to wind up the Club may only be taken when the funds of the Club are insufficient for the Club to run properly,and this decision can only be taken at an EGM or AGM.In the absence of a quorum at such a meeting, a motion signed by 10 members or 10% of the membership,whichever is The greater,shall constitute the same decision.*
 - b. *After discharging all debts and liabilities of the Wrekin Arts Photographic Club, the remaining assets are to be given or transferred to a voluntary organisation having similar objectives to those of the Club.*

7.Meetings

i. Annual General meetings

- a. *The AGM shall be held at the end of each season ,or not more than 15 months after the last AGM.*
- b. *The quorum for the AGM(and EGM) shall be 20% of the membership.*
- c. *All motions to be seconded.*
- d. *A member who is unable to attend will be allowed a proxy vote. This intention must be conveyed to the secretary in writing prior to the start of the meeting.*
- e. *The Committee shall submit reports for the previous year.*
- f. *The Treasurer shall provide an audited statement of accounts.*
- g. *Members of the Committee shall be elected at the AGM, and each member shall not serve in the same capacity for more than three consecutive years. However if there is no challenger for a particular post then the outgoing member can serve up to a further three years if duly elected.*

- h. Agenda items and motions, and committee nominations, proposed and seconded, should be submitted to the secretary no later than three weeks before the meeting.*
- i. Agenda items and motions, proposed and seconded, may also be taken from the floor at an AGM, at the discretion of the Chairman, and if it is the will of the meeting.*
- j. Committee nominations, proposed and seconded, may also be taken from the floor at an AGM.*

ii Extraordinary General Meetings.

An EGM may be called by the Committee or by not less than 5 members of the Club. The Committee shall fix a date which is not later than 3 months from the date of receiving a valid request. All members are to be informed in writing within 28 days of any such request and must at the same time be provided with a copy of the motion(s) to be proposed. No other business may be transacted in the EGM.

8. Alterations to the Constitution

No alteration or addition to the constitution shall be made except at The Annual General Meeting or at an Extraordinary General meeting called in accordance with section 7 above. Any proposals to change the constitution will require 2/3rds majority of those present to be carried.

9. The Wrekin Salon.

- i. Wrekin Arts Photographic Club shall seek to hold an international exhibition known as The Wrekin Salon.*
- ii. A Salon committee will manage The Wrekin Salon, and will function as a sub-committee of the Club committee. In exceptional circumstances the Club committee may take over the running of the Salon.*
- iii. The Club committee must approve the Chairman and Treasurer of the Salon committee; otherwise the Salon committee may be determined by the members of that committee*
- iv. The Salon committee will have a representative on the Club committee.*

- v. *All monies and property held by the Salon is the property of the Club. The Club will provide insurance cover for the Salon.*
- vi. *The Club will appoint an assistant Treasurer ,reporting to the Club Treasurer. The assistant Treasurer will be known as the Salon Treasurer and will provide a financial statement and audited accounts for inclusion in the Club financial statement presented at the AGM. The Club treasurer may access the Salon accounts at any time.*
- vii. *A Club committee member and non-committee member will audit the Salon accounts.*
- viii. *Salon cheques will be signed by the Salon Treasurer and the Club treasurer or in the absence of one or other, by a nominated representative.*

Adopted as the constitution of the Wrekin Arts Photographic Club at an Extraordinary General Meeting of the Club held, in accordance with section 7 above.