

# Horndean Camera Club Constitution

## 1. The Club

- 1) The club shall be called the 'Horndean Camera Club', (the Club).

## 2. Affiliations

- 1) The Club is affiliated to the Photographic Alliance of Great Britain (PAGB) through its membership of the Southern Counties Photographic Federation. (SCPF).

## 3. Objectives

- 1) The objectives of the club are to promote the interests of photography among its members.

## 4. Management Committee

- 1) The club is managed through its elected committee
- 2) Composition

The Club committee consists of:

- Chairperson
- Vice – Chairperson
- General Secretary
- Treasurer
- Internal Competition Secretary
- External Competition Secretary
- Programme Secretary
- Database Administrator
- Two Members Representatives
- Web Administrator

### 3) Conditions of Office

1. The election of committee members shall take place at the Annual General Meeting, the election taking effect at the end of the current Season.(i.e. from the start of the summer break).
2. One member may hold up to two of the positions.
3. Positions are held for one season, when they shall be resigned. Members may stand for re-election indefinitely except that the Chairperson may not serve for more than two consecutive seasons except by special dispensation of the members at the AGM.
4. Five members of the committee shall constitute a quorum.

### 4) Committee Conduct

1. The Chairperson shall preside at Club and Committee meetings unless absent, when the Vice Chairperson shall deputise. In the absence of both the General Secretary will preside. Otherwise the members present shall elect one of their number to act as Chairperson.
5. The Chairperson will not vote at meetings save where there is a requirement for a casting vote.
6. A minimum of one Committee meeting shall be held each season; further meetings being at the discretion of the Chairperson.
7. Minutes of Committee meetings shall be produced and circulated to Committee Members and be made available to Club Members.
8. The Committee may form Sub-committees if deemed necessary.
9. The Committee may co-opt a member to fill any vacancy; such member will have full voting rights.

## **5. Selection Committee**

### **1) Composition and Purpose**

1. The Selection Committee (SC) is responsible for the selection of members work to be entered into any external competitions or exhibitions entered by the Club.
2. The SC is chaired by the External Competition Secretary
3. Responsibility for liaison between the Club Committee and the SC is vested in the External Competition Secretary.
4. The External Competition Secretary will second suitable senior members to the SC to assist with the selection process.

## **6. Selection Committee**

### **1) Annual General Meeting (AGM)**

1. The AGM shall be held towards the end of the Club season usually in May.
2. The AGM shall: –
  - Receive and approve the minutes of the preceding AGM.
  - Receive the reports of the Committee including a statement of accounts for the preceding year duly audited.
  - Approve the selection of Auditor for the season.
  - Debate and decide by vote on any agenda item proposals.
  - Conduct election for the Committee as necessary.
3. Items for inclusion as proposals in the Agenda duly proposed and seconded must be notified to the Club Committee two weeks ahead of the AGM.

### **2) Extraordinary General Meeting (EGM)**

1. An EGM may be held at any time at the discretion of the Club Committee.

### **3) Amendments to Club Rules**

1. Alterations or additions to these rules shall be subject to approval at an AGM or EGM.

#### 4) Dissolution

1. The committee shall wind-up and dissolve the Club in the event of a two thirds majority decision at an AGM or EGM or the number of member falling below six.
2. On dissolution the Committee shall:
  - Sell the assets of the Club and after settling all liabilities donate any remaining fund to the Disabled Photographers Society.
  - Notify the Southern Photographic Federation.
  - Draw up and send a copy of the final account to the Inland Revenue.

### 7. **Membership**

- 1) Membership is open to anyone who is interested in photography, members under the age of 18 must be accompanied by a parent/legal guardian at all club events.
- 2) Horndean Junior Camera Club is available for youngsters between the ages of 10 and 16. August 2023
- 3) Details of membership, subscription and competitions are held on computer, it is a condition of membership of the Club that members agree to this. The data will be held in accordance with the Data Protection Act 1998.
- 4) The Committee reserves the right to refuse or review any individual's membership at any time.
- 5) The Committee may award Life Membership.
- 6) Membership lapses on 31st August and is then subject to renewal for the following year, with the exception of Life Members.
- 7) A copy of the Club Rules shall be made available to all new members on joining the Club and to all members following any authorised amendments or additions.

## **8. Venue and Meetings**

- 1) Meetings are held in Catherington Village Hall, Catherington Lane, Waterloooville, PO8 0TD on Wednesday evenings at 7.00pm for a 7.30pm start. Meetings are held each week from September to May with a break over the Christmas period. Informal social meets may be held during the summer break.
- 2) The programme of events is distributed to existing members prior to the start of the season.

## **9. Subscriptions**

- 1) Annual subscriptions are set at the AGM; Life Membership is subscription free.