

CONSTITUTION OF THE HELENSBURGH & DISTRICT ART CLUB

1. NAME OF CLUB

Helensburgh & District Art Club ("the Club")

2. AIMS

The Club aims to expand members' knowledge and skills of the visual arts by providing a mixture of lectures, demonstrations, workshops and tuition within a social environment. It also aims to bring visual arts to a wider community by organising annual exhibitions of members' work. Club activities will offer the local and national community the opportunity to participate in all forms of visual arts.

3. MEMBERSHIP

- (a) Ordinary Membership of the Club is restricted to a total membership of 250, of which a maximum of 25 ordinary members may be resident outside the area defined by the map held by the Club
- (b) Junior Membership is open to all between the ages of 10 to 15 years and residing in the area defined by the map held by the Club.
- (c) Honorary Membership may be conferred on individuals who have made an exceptional and sustained contribution to the activities of the Club. Honorary members will have the annual subscription fee waived, but will neither be eligible for voting nor for election to office.
- (d) Proposals for Honorary Membership may be made by members in writing to the committee, supported by a brief justification statement by the proposer. Proposals will be considered by the committee and a recommendation made to the membership at the AGM, where a vote will be taken. Election to Honorary Membership requires 75% approval by those members at the AGM.

It is a condition of membership that members agree to abide by the Constitution.

A member can be asked to resign by the committee. He or she can appeal against the decision. The appeal will be heard at a Special General Meeting (SGM) of the Club and decided by majority vote of those members present and voting at the SGM.

The Club shall have power to expel any member from the Club by resolution passed by a majority of those present and voting at an Annual General Meeting or at a Special General Meeting .

Any member who has failed to pay the annual subscription by 31st July shall be deemed to have ceased to be a member of the Club.

4. SUBSCRIPTIONS

Annual subscriptions are due on April 1st of each year or on admission to membership of the Club. The standard subscription rate will be agreed at the Annual General Meeting (AGM).

5. MANAGEMENT OF THE CLUB.

The Club will be managed by an elected committee consisting of four officers: the President, the Vice-President, the Secretary and the Treasurer, together with 11 other members.

The President and Vice-President of the Club will hold office for a period of two years, and can be re-elected for a further maximum of two years. The Secretary and the Treasurer will be elected annually with no time limit on the total period of office.

Committee members, other than the four Officers, will be elected to serve for a period of three years after which time they will be eligible for re-election for a further three years. Thereafter, a lapse of one year is required before they will be eligible to stand again for election to the committee.

Committee decisions will be determined by majority vote, with the chairperson having the casting vote.

The Quorum for Committee decisions will be 5 elected members.

Committee members will be elected by simple majority vote at each AGM. Only existing members who have been paid-up for a minimum period of one year will be eligible to stand for election to the committee

The committee may co-opt club members on a temporary basis for special duties.

Co-opted members will not have voting rights on committee decisions.

If necessary, an SGM can be called to elect additional or replacement committee members between AGMs.

If one of the posts of President, Vice-President, Secretary or Treasurer becomes vacant more than 6 weeks before an AGM, then a replacement officer for such a post may be appointed by the committee from within their own number.

Nominations for committee posts must be proposed by one member and seconded by another.

The committee will maintain a current job specification for each of the following posts: President, Vice-President, Treasurer, Secretary, Programme Secretary, Publicity Officer, Committee Member.

6. FINANCIAL MANAGEMENT

The Club accounting year will end on February 28th.

The Treasurer is responsible for the safe custody of Club funds and assets.

All Club funds shall be banked at recognised banks or building societies.

All expenditure must be managed by the committee.

Cheques drawn on any bank or building society account operated by the Club must be signed by any 2 of the Officers.

The Treasurer will provide a financial statement for each AGM and at any other time required by the committee.

A professionally qualified auditor, appointed by the members at the AGM, will audit the annual accounts.

The committee, through the Treasurer and the Secretary, is responsible for ensuring that the Club is adequately insured to cover public liability and assets.

7. GENERAL MEETINGS

The Annual General Meeting of the Club shall be held no later than 30th April in each year. At least fourteen day's notice in writing of all Annual and Special General Meetings shall be given to the members. At all General Meetings of the Club the Chairman shall have an ordinary and a casting vote.

No amendment of the Constitution shall be made except by a vote of 75% of the total number of votes cast at an AGM or SGM. The quorum for an AGM or SGM will be 20 members.

8. DISSOLUTION OF THE CLUB

The Club may only be dissolved if a resolution to that effect supported by a vote of 75% of the total number of votes cast is passed at an SGM of which at least fourteen day's notice in writing has been given to the Members.

In the event of a motion being passed to dissolve the Club, the net assets (after settling any liabilities and allowing for winding-up costs) will be distributed to recognised bodies promoting the visual arts in Scotland.

This Version was adopted at the AGM on 3rd April 2008