

# CONSTITUTION OF KESWICK PHOTOGRAPHIC SOCIETY

## 1. Name

The name of the organisation is Keswick Photographic Society.

## 2. Aim

The aim of the society is the advancement and enjoyment of photography.

## 3. Membership

Membership is open to all individuals who are interested in furthering the aims of the Society and taking part in its activities. The membership of any member may be terminated by the Society if it is felt that that individual is acting to undermine the aims of the Society. The meetings are normally open to visitors who will be asked to pay an attendance charge set by the Governing Body of the Society.

## 4. Meetings

Meetings shall normally take place on a weekly basis from September to April, with a short break over Christmas.

The Annual General Meeting shall normally be held in April, at which a report of the proceedings during the past year shall be presented, together with the Accounts for the financial year up until the date of the AGM. It shall elect the Officers and Ordinary Committee Members and determine the Annual Subscription Rate. The Governing Body may call a Special General Meeting when deemed necessary due to extraordinary circumstances.

Weekly meetings, Annual General Meetings and Special General Meetings may be held electronically in addition to, or instead of, live meetings when the Committee considers it appropriate.

## 5. Annual Subscription

The rate of Annual Subscription shall be determined at each Annual General Meeting. The subscription falls due annually and is payable in one or two instalments, at the first meeting of each new season of the Society and at the first meeting of the second half of the season. The membership categories shall be Ordinary Member, Remote Member, Junior Member (under 18 or student in full time education) and Honorary Life Member.

## 6. Governing Body

The members shall elect from among the Society a Chairperson, a Vice-Chairperson, an Honorary Secretary, an Honorary Treasurer, a Programme Secretary and others to act as additional Officers and Ordinary Committee Members. The number of Ordinary Committee Members shall be decided upon by the Officers of the Society.

Officers and Ordinary Committee Members shall normally serve a three-year term. A third of the Officers and Ordinary Committee Members shall normally be re-elected every year. These elections shall take place at the Annual General Meeting.

Committee meetings may be held electronically in addition to, or instead of, live meetings when the Committee considers it appropriate. A quorum at a

committee meeting shall number at least 50 percent of the committee membership including both those attending in person and those attending electronically. A quorum at an AGM or Special General Meeting shall number at least 25 percent of the total membership including both those attending in person and those attending electronically.

A resolution put to members at an AGM or SGM shall be deemed passed if more than half of those present, including those attending electronically, vote in favour. Members' votes may be taken in advance of the meeting if they have indicated that they are unable to attend in person. In the event of a tie the Chairperson (or in his/her absence, the person chairing the meeting) shall have a second or casting vote.

#### **7. Powers of the Governing Body**

The Governing Body shall fix the date of the Annual General Meeting and shall transact any business such as organising the programme, competitions and exhibitions. It shall have the power to fill any vacancy that may occur and to co-opt members for specific purposes. The Governing Body may appoint Honorary Members in recognition of exceptional service to the Society.

#### **8. Equal Opportunities**

We do not knowingly discriminate against any individual or group in the community in what we do or in what we promote including any publicity materials.

#### **9. Financial Arrangements**

All monies will be paid into a bank account in the name of the Society and the account will be operated on behalf of the Society. The funds will only be used to further the aims of the Society. There will be two approved signatories to the account, usually the Treasurer and the Chairperson. Cheques must be signed by one of the approved account signatories. The Governing Body must ensure that a record of accounts is kept and that an Annual Statement of Accounts is prepared.

In the event of the Society folding any assets held will be donated, or sold and the proceeds donated, together with any reserves, to appropriate recipients to be agreed by the Governing Body.

#### **10. Affiliation to the Photographic Alliance of Great Britain**

The Society will retain membership of the Northern Counties Photographic Federation and thus be affiliated to the Photographic Alliance of Great Britain.

#### **11. Changes to the Constitution**

The constitution may only be changed if the resolution is passed by the members of the Society at the Annual General Meeting or a Special General Meeting called for that purpose.