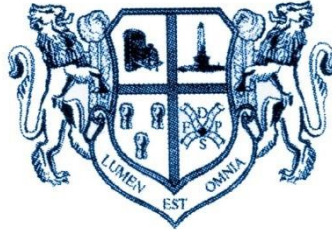


Frodsham & District Photographic Society



Society Rules

1. Name

The Society shall be called the Frodsham & District Photographic Society.

2. Mission Statement

Our aims are to promote local interest in Photography through regular meetings providing education, recreation and competition and to use our skills in the support of our local communities.

3. Membership

Membership of the Society shall be open to persons over 18 years of age who profess an interest in still photography and the purpose of the Society.

Student Members (aged 16-17) are welcome provided they are always accompanied by their parent, guardian or other responsible adult approved of by a parent or guardian who must also be a paid-up member of the Society. See separate 'Student Members Safeguarding Policy'.

Country Members, for example, former members who have moved out of the area, may be permitted at the discretion of the Committee.

An annual subscription shall be paid by each member (see Rule 6c) for which a Membership Card will be issued. Reduced fees will apply to Student Members, Country Members and those who join part way through the year. Membership will extend until the start of the following season and is not transferable. Visitors will be charged a meeting fee and those under 18 must be accompanied by a parent, guardian or other responsible adult approved of by a parent or guardian Society Member.

4. Committee

The Society shall be managed by a Committee which shall be elected by the members at the Annual General Meeting (AGM). The Committee shall consist of the following:

Officers Chair, Secretary, Treasurer

Members: Five other committee members, the functions of which may from time to time be decided by the Committee.

A maximum of three other members may be co-opted by the Committee during any one Society year from one AGM to the next. Their term of office does not exclude these members from being co-opted again by the Committee.

Committee members are eligible for re-election each year. All Committee officers and members, elected or coopted, apart from the Chair, shall have equal voting rights. The Chair only has a casting vote.

5. Committee Responsibilities

The Committee shall meet as regularly as necessary in order to manage the business of the Society.

All meetings will be minuted and shall be issued to all Committee members and shall be retained for 5 years. Minutes will be made available to any member requesting them, once approved at the subsequent Committee meeting and approved minutes will also be placed on the members' area of the Society's website where practical.

The Committee shall have the power to fill vacancies arising during its term of office. At their discretion, the Committee may also appoint from within the membership an Honorary President, who can be asked to represent the Society at functions and events. The position of Honorary President will normally be held for 2 years but may be extended. The holder is not required to pay a membership fee during the term of office.

6. Annual General Meeting

The AGM shall be held before the end of each season's activities for the purpose of:

- a. Receiving reports from the members of the retiring Committee.
- b. The adoption of the accounts.
- c. Agreeing the subscription for the following year.
- d. Election of a Committee according to Rule 4 above.
- e. Appointment of a person to verify the accounts.
- f. Agreeing the set subjects for competitions in the following season.
- g. Any other business deemed appropriate by all members present within the context of the Society rules.

Any paid-up members may propose items for inclusion in the AGM's Agenda; these must be submitted to the Secretary not later than 21 days before the advertised date of the AGM.

The Agenda and the minutes of the previous AGM will be made available to all members not later than 14 days prior to the AGM.

Nominations for the Committee positions will be accepted from the floor on the day of the AGM. The Chair (or in case of absence their assignee from the Committee) shall officiate. Each nomination shall require a Proposer and Seconder and the nominee must indicate willingness to stand (in writing if absent from the meeting). Votes by show of hands will determine who succeeds to the position.

7. Finance

Society funds and assets must be managed by the Committee through the Treasurer.

The funds of the Society shall be applied solely to the stated objectives.

Members of the Society shall not receive payment for their services, except for the reimbursement of legitimate expenses incurred in its work.

Bank accounts shall be opened in the name of the Society

The Society's accounting year will run from 1st May to the 30th April.

The Treasurer is responsible for ensuring funds are used only as directed by the Committee and that the Society.

Official accounts will be examined annually by a person nominated at the AGM and a Committee Member selected by the Committee.

The Society will maintain reasonable Public Liability Insurance Cover, as advised by the Treasurer and decided by the Committee annually.

8. Assets

An inventory of all Society property shall be maintained, and copies held by both the Secretary and Treasurer.

Society property may only be used by members or other organisations outside of Society meetings with the express written consent of an Officer of the Committee.

9. Discipline

The Committee has the power to rescind membership of anyone who shows conduct contrary to the interests of the Society. A letter stating the reason for (or circumstances of) the expulsion, and signed by two officers of the Society, shall be issued to the offending member. Right of appeal to the whole membership shall be allowed. On dismissal, there shall be no refund of subscription.

10. Extraordinary General Meeting

An Extraordinary General Meeting (EGM) can be called by the Committee or upon written request by members to the Secretary. Such requests must give the purpose and be supported by not less than one third of the Society's membership. No matter other than that for which the EGM has been called will be discussed.

11. Quorum for Meetings

The quorum for any General Meeting of the Society shall be one third of the existing membership, for a Committee meeting, four

12. Discontinuance of the Society

The Society may be wound up if it is no longer viable through lack of members or attendees at meetings. The Committee will call an EGM to complete the task. Assets (less debts) will be disposed of to charity.

13. Amendments to Rules

These Rules may be amended only at a General Meeting of the Society. Changes must be supported by at least two thirds of those present and voting; abstentions will not be counted in the calculation. A motion calling for such a change must be received in writing by the Secretary. The motion letter must define the rule change and be supported by both a Proposer and a Seconder. If it is to be considered at the AGM, it must be received by the Secretary at least 21 days prior.

14. Distribution

Each member shall be supplied with a copy of these rules at the time they first subscribe. The rules will be displayed on the website.