



## **Constitution of Helensburgh Art Club**

**Adopted at the AGM on 9<sup>th</sup> April 2015**

### **1. Name of Club**

Helensburgh 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) Honorary membership may be conferred on any full member who has made an exceptional and sustained contribution to the activities of the club. Honorary members will have the annual subscription fee waived and have the rights and privilege of full members.

(c) 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.

(d) 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 May shall be deemed to have ceased to be a member of the Club.

#### **4. Subscriptions**

Annual subscriptions are due on 1st April of each year and 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 a committee of 15 members elected at an AGM and shall consist of 4 officers - President, Vice-President, Secretary and Treasurer, together with 11 other members.

The President and Vice-President will each serve for one year and are eligible for re-election annually for a maximum of four years. The Secretary and the Treasurer will each serve for one year and are eligible for re-election annually with no time limit on the total period of office.

The 11 Committee members will each serve for a period of three years after which time they are eligible for re-election for a further three years. Thereafter, a lapse of one year is required before they are eligible to stand again for election to the committee.

Nominations for all 15 committee posts must be proposed by one member and seconded by another. If there is more than 1 nomination for a particular post then a vote will be taken

Specific duties may be allocated to committee members as appropriate and the committee may co-opt members on a temporary basis for specific duties.

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.

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.

## **6. Financial Management**

The Club accounting year will end on 28th February.

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.

At each AGM the members present will appoint an independent professionally qualified accountant to conduct an examination of the annual accounts for that current year which will be presented by the Treasurer at the following AGM for approval by members present. The Treasurer will also provide a financial statement to the committee when required.

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.