

SWINTON & DISTRICT PHOTOGRAPHIC SOCIETY

RULES **(Amended 2017)**

1. NAME

The Society shall be known as the **SWINTON & DISTRICT PHOTOGRAPHIC SOCIETY**.

2. OBJECT OF THE SOCIETY

The object of the Society shall be to promote, foster and encourage by mutual assistance, the advancement of the art and science of photography.

MEMBERS

Any adult person interested in photography shall be eligible to apply for membership of the Society.

3. COMMITTEE

The society shall be managed by a committee, consisting of a President, Past President(s), Chair, President elect, Hon. Treasurer, Hon. Secretary, Syllabus, Competition and Exhibition Secretaries and up to six other members. All members of the committee (except Past Presidents) shall retire at the Annual General Meeting, but shall be eligible for re-election. Any member of the committee who has attended less than two thirds of the number of committee meetings will not be eligible for re-election for at least one year after retiring at an Annual General Meeting. This is at the discretion of the committee.

The President on retiring from office and not being re-elected shall become an ex-officio member of the committee for the next two years with the title of Past President.

The President shall not hold office for more than TWO consecutive years.

4. MEETINGS

The following meetings shall be convened by the Hon. Secretary, or in such other manner as the committee shall direct:-

- (a) Committee Meetings – to be held monthly at times convenient to the majority of the committee members and special committee meetings at times convenient to the President, Hon. Secretary and Hon. Treasurer. Five members shall form a quorum.
- (b) Business Meetings – to be held when necessary, prior to the general meeting (club night), at a time to be fixed by the committee.
- (c) General Meetings (Club night) – to be held weekly whenever suitable at times to be fixed by the committee.
- (d) Annual General Meeting – to be held the last meeting in each financial year, except as otherwise determined by a Special General Meeting.
- (e) Special General Meetings – members wishing to bring a matter of importance before a Business Meeting, or an Annual General Meeting, must notify the Hon. Secretary of that matter in writing at least ten days prior to such a meeting. Members may be required to show their membership handbook at any meeting.

5. ELECTION OF COMMITTEE

At the Annual General Meeting, the members present shall elect the President, President Elect, Hon. Secretary, Hon. Treasurer, Hon. Syllabus, Competition and Exhibition Secretaries and six other members of the committee for at least one year. The committee shall be elected from a list containing the names of those ordinary members of the Society, to serve on the committee. A nomination list for this purpose shall be exhibited in the Society's rooms for at least 28 days prior to the AGM.

No nominations shall appear thereon unless the consent of the member concerned has been obtained.

The committee have the power to fill any vacancy or vacancies that may occur during their term of office and, also, to co-opt from the body of members a number not exceeding four to serve with them for any general or special purpose during their term of office.

6. ELECTION OF MEMBERS

The society welcomes new members and invites anyone interested to join after visiting two or three General Meetings (club nights).

7. SUBSCRIPTIONS

The annual subscription fees for all classes of membership shall be determined at the A.G.M. Such subscription fees are payable to the Hon. Treasurer and are due on 1st May each year. Subscriptions are currently £45 for the employed and £35 for the unwaged. Also £1.00 per person per night attended and an additional 50p per person when guest lecturers are presenting.

8. MEMBERS IN ARREARS

If the subscription of any member is not paid by 31st May, the committee shall authorise the Hon. Treasurer to intimate to that member that they are in arrears. If payment is still not made then, at the discretion of the committee, the member will be advised that their membership has lapsed.

9. RESIGNATION – MEMBERS LEAVING

Any member wishing to resign from the society should, as matter of courtesy, give notice in writing to the Hon. Secretary.

10. EXCLUSION OF MEMBERS

If, in the opinion of the committee, there is reason to exclude a member from the Society, the case may be presented at a Special General Meeting summoned for that purpose, or at an Annual General Meeting. If two-thirds of the members present support the motion for exclusion, the name of the member in question shall be removed from the roll of members.

11. HONORARY MEMBERS

Persons distinguished for their attainments in photography, or any persons who have rendered valuable service to the society, or other persons deemed to be suitable by the committee may be admitted as honorary members of the society.

12. VOTING

The voting on all matters shall be by show of hands of the members present unless at least ten members demand that a vote be decided by ballot.

13. SPECIAL GENERAL MEETINGS

These meetings shall be convened for a special purpose only on receipt of a requisition signed by at least nine members of the Society and by sending a written notice to the Hon Secretary stating the purpose for which the meeting is to be called. This notice must be served at least ten days before the proposed meeting is to take place. Resolutions passed by a majority of members present at Annual General Meetings and Special General Meetings shall be considered as passed by the Society, except in the case of a proposal to alter the Rules, which shall only be altered when two thirds of the members present at a meeting support the proposal.

14. ORDER OF BUSINESS

Annual General Meeting – At the Annual General Meeting the minutes of the last Annual General Meeting shall be read, followed by the President's report, the Treasurer's report, together with an audited accounts report. The election of officers and a committee. The appointment of two auditors. Any other business of importance conducted in and relating to the interests of the society and of which due notice will have been served as specified elsewhere in these rules.

Business Meetings – At the Business Meetings the minutes of the last meeting shall be read, new members elected, communications made and any other business transacted which is proper in the interest of the Society.

15. RECORDS

Records of proceedings at the society shall be kept by the Hon Secretary in a book specifically for the purpose and this, with the list of members and their addresses shall be open for inspection of any member.

Minutes of meetings of the committee shall not be available for inspection, except to a member of the committee during their term of office.

16. VISITORS

Any member shall have the privilege of introducing a friend to general meetings (club nights), subject to the committee's discretion.

17. SUB COMMITTEES

The committee may, from time to time, appoint from among their elected or co-opted members such sub committees as they may deem necessary or expedient and may depute or refer to them such powers and duties as the committee determine.

Such sub committees shall periodically report their proceedings to the committee and shall conduct their business in accordance with the direction of the committee.

18. ALTERATION OF RULES

No alteration shall be made to any Society Rules except pursuant to a resolution or resolutions passed at an Annual General Meeting, or at a Special General Meeting called for that purpose.

19. PRIVATE PROFIT

The Society's rooms or equipment shall not be used for any commercial purpose, or with a view to private profit.

20. RULES

A copy of the Rules of the Society shall be supplied to every member and a copy shall be exhibited in the Society's rooms.

21. USE OF EQUIPMENT

Rules/Bye-laws governing the use of the Society's rooms and equipment can be made by the committee and when made will be exhibited on the Society's premises.

22. DISSOLUTION

After discharging all debts and liabilities of the Society, the remaining assets shall not be paid or distributed amongst the members of the Society, but shall be given or transferred to some other organisation having objects similar to those of the Society.