

Middleton Camera Club Constitution

1. The club shall be called **Middleton Camera Club**.
2. The aims and objectives of the Club shall be:
 - 2.1. The bringing together of people interested in photography;
 - 2.2. To stimulate and encourage members in the study, practice and furtherance of the art, science and technology of photography;
 - 2.3. To enable members to enjoy all the facets of photography;
3. The Club shall be affiliated to the Photographic Alliance of Great Britain and any other organisation, which would benefit the Club.
4. Membership of the Club is conditional upon compliance with these rules.
5. The officers shall be the Chair , Secretary and Treasurer. Other roles will be filled by committee members as required. A committee member, or a co-opted member of the Club may fill any vacancy. At committee meetings five elected committee members shall constitute a quorum. The committee shall have the power to delegate specific tasks to other Club members and to co-opt other members to the committee for the current club year.
6. The Chair will stand in office for a maximum of three years. The Vice-Chair will deputise for the Chair as and when required and if neither is available, the Secretary or any other nominated committee member. All officers shall retire and be eligible for re-election at the AGM. Posts will normally be held for three years but may continue longer if the Club members approve.
7. Banking arrangements. Club funds, under the account name of Middleton Camera Club, are to be held in an established Bank or Society and comprise a Current (day to day) Account and a Savings Account for club reserves. The Treasurer will have online access to the accounts and, to ensure continuity, there will be two support signatories from the elected Committee. The Club's accounting year will be from the penultimate club meeting of each year to the next. The Treasurer will provide a yearly report to the AGM, with interim reports to the committee as required.
 - 7.1. The Treasurer will manage routine income and budgeted expenditure; exceptional expenditure will require a support signatory's agreement, while capital expenditure will require committee approval. All transactions, including cash payments, must have appropriate documentation.
 - 7.2. The Club accounts shall be independently inspected before the Annual General Meeting (AGM).
 - 7.3. The Club's financial reserves shall be sufficient to a) maintain the Club's continuity for a minimum period of one year; b) buffer fluctuations in income and expenditure and c) provide funding for equipment and essential maintenance.
 - 7.4. Changes to banking arrangements shall be proposed by the committee for approval at an AGM or EGM.
8. An **Annual General Meeting** shall be held on the final day of the Club's season. The committee shall present a statement of accounts duly inspected and a Treasurer's report. The Chair's address, will incorporate reports from relevant officers and committee members. The members to serve on the committee for the ensuing year shall be elected and take office with immediate effect. Outgoing committee members are expected to facilitate a smooth handover to their replacement.

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9. The annual subscription shall be recommended by the committee at the AGM, based upon the financial report and projected expenditure. Its acceptance will be determined by a simple majority of the votes cast. A quorum for the AGM shall be 30% of the membership.
10. The Secretary shall convene an **Extraordinary General Meeting (EGM)** at the request of the committee, or any five Club members who shall deliver to the Secretary a written request stating the purpose of the meeting: no other business may be discussed at the meeting. Members shall be given two week's notice.
11. Resolutions at any general meeting shall be carried by a simple majority of those present (except where otherwise provided by the rules). The Chair shall give the casting decision in the event of a tied vote.
12. Membership shall be renewable annually on payment of the relevant subscription.
13. All Club property shall be vested in the committee who shall act as Trustees for the Club. The committee will hold an inventory of all Club equipment, which will be checked and updated annually.
14. A resolution to wind up the Club may be carried at a Special General Meeting convened for the purpose, by a vote in favour of not less than two-thirds of the Club membership. The members present shall, in these circumstances, and at the same time, decide by a majority vote as to the disposal of all Club assets.
15. All Club competitions and exhibitions are governed by the committee in accordance with MCC competition rules.
16. The Club's online presence will remain under the direction of the committee.
17. Any alterations or additions to these rules can only be made at an AGM or EGM.

Approved by unanimous vote at the AGM on 30th May 2022