



**Wimborne Camera Club**  
**Constitution and Rules effective August 2021**

**Club Constitution**

- I. The Club shall be known as Wimborne Camera Club (hereafter 'The Club')
- II. The Aim of the Club shall be to provide a programme through which members may improve their photography and the Committee shall provide as many opportunities as possible for members to exhibit their work.
- III. The Club will arrange a series of internal and external competitions, in which members may participate, together with talks, presentations and other programme items.

**Club Rules**

1. Membership is open to anyone 18 years or over, subject to their acceptance by the Committee and upon payment of the membership fee.
2. Membership fees are payable from the commencement of the Club year, currently September 1st. New Members joining part way through a season will pay a proportionate fee, the amount to be decided by the Committee.
3. From time to time the Committee may bestow honorary memberships reviewed annually. Included in this category may be President, Vice President(s) such positions to be ex- officio. Honorary memberships shall be limited to a maximum of five members.
4. An Annual General Meeting shall be convened within 60 days of the closure of the Club's Financial Year, currently 31<sup>st</sup> March.
5. The AGM will elect annually a Committee to manage the affairs of the Club comprising:
  - a) The Officers of the Committee (Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer),
  - b) Internal and External Competition Secretaries,
  - c) Four general Committee representatives, whose duties may include Programme Secretary and Webmaster.

The Committee shall be empowered to co-opt members as they deem appropriate, for example for specific tasks.

Representatives to any external organisations including, but not limited to, SAPA and SCPF shall be drawn from the Committee.

The Officers and members of the Committee may stand for re-election for more than one year.

6. The AGM will review and set the membership fee for the forthcoming season.
7. Extraordinary General Meetings (EGM) may be called by the Committee or in response to a requisition signed by five members. The requisition must state in full the reason for the meeting and the proposed course of action. In response, the Honorary Secretary shall arrange an EGM no sooner than 28 days and no later than 42 days after receipt, notifying members accordingly.
8. At the AGM, or an Extraordinary General meeting, 30% of the membership shall form a quorum of which a minimum of 3 Committee must attend. Only paid up members may vote.
9. In the event the EGM is not quorate the Chair will dissolve the Meeting and may determine that a new EGM be convened.

10. The Committee will hold regular meetings during the year.
11. At Committee meetings at least 50% of the Committee shall form a quorum.
12. Competition rules shall be set by the Committee and may be altered at the discretion of the Committee.
13. The Club funds shall be kept in a Bank and/or savings account in the name of Wimborne Camera Club. Only Officers of the Committee may commit expenditure on behalf of the Club. Funds drawn on the account, either electronically, or by cheque shall be approved by two of four designated signatories, who are the Officers of the Club; these to be the Chairman, Vice Chairman, Honorary Secretary or Honorary Treasurer. Furthermore, no Officer of the Club may directly or indirectly authorise payments from the Club's funds to themselves (for example, reimbursement of payments made on behalf of the Club): these require authorisation by two of the other Officers.
14. The Committee will draw up and publish an Annual Programme of meetings and activities. Club meetings will normally commence on Mondays at 7.30 pm in accordance with the programme.
15. Alterations or additions to this Constitution and Rules may only be made at the AGM or at any Extraordinary General Meeting called in accordance with rule 7.
16. The Committee shall be empowered by the AGM to use the Club's resources at their discretion for the benefit of the Club. Any capital expenditure exceeding £500 will require a mandate from a General Meeting (AGM or EGM). Capital Expenditure is defined for this purpose as the purchase of new equipment or facilities and not for example essential repairs or maintenance.
17. In the event that the Club should close, the last two Officers of the Club are to dispose of the Club funds and assets to any suitable photographic organisation as a gift, not permitting any member or ex-member to take personal advantage.
18. Any complaint against a member's behaviour must be communicated formally to the Committee. On receipt of such a complaint, the Committee will investigate the complaint, taking evidence and opinions from both sides and calling other witnesses as deemed necessary. If the Committee, by a majority, decide that the complaint is valid, it will issue a written warning to the offending party. If a second related complaint is received against a member, it will again be investigated as above. If found proven and it agreed by a majority, the Committee may take further action including, if the complaint is deemed to warrant it, exclusion of the member from the Club. To exclude a member, the Committee shall write to the offending party notifying that their membership of the Club is terminated with immediate effect, with no refund of membership fees. The offending party will not be permitted to re-join the Club at any time.
19. A Competition Selection Committee shall be formed to act as the selection authority for external competitions. The External Competition Secretary shall act as Chair and shall invite suitably qualified members to participate in the Competition Selection Committee. Qualifying members will be those that have attended at least two external competitions in the preceding season and/or those who hold status as competition judges.
20. Any item not covered by these rules shall be determined by the Committee and ratified at the next Annual General Meeting or Extraordinary General Meeting if necessary.

-end-