



founded 1896

SOUTHAMPTON CAMERA CLUB CONSTITUTION

1	NAME OF CLUB Southampton Camera Club (SCC)
2	AFFILIATION TO OTHER ORGANISATIONS Affiliated to the Photographic Alliance of Great Britain (PAGB) through the Southern Photographic Federation (SPF).
3	AIMS SCC aims to expand members' photographic knowledge and skills through a mixture of lectures, competitions, tuition and other activities within a social environment. It also aims to bring the art of photography to a wider community by the holding of the Southampton International Exhibition of Photography and a Members' Exhibition, both annual events, and by maintaining a website on which works from the Exhibition and Club can be shown. It is hoped that all the club activities will involve members of the local and national community in the art of photography and encourage them to participate in it.
4	MEMBERSHIP Membership is open to all. A parent or guardian must countersign applications from prospective members under 18 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) and decided by majority vote.
5	SUBSCRIPTIONS Annual subscriptions are due on 1 January of each year. The standard subscription rate will be agreed at the previous Annual General Meeting (AGM).
6	MANAGEMENT OF THE CLUB The committee shall consist of four officers: a President, a Deputy President, a Secretary, and a Treasurer, who together with 8 other members will manage the affairs of the Club.

	<p>Committee decisions will be determined by majority vote, with the chairperson having the casting vote.</p> <p>Committee members and a members' auditor will be elected by a majority vote at each AGM.</p> <p>If necessary, an SGM can be called to elect additional or replacement committee members between AGMs.</p> <p>If one of the posts of President, Deputy President, Secretary or Treasurer becomes vacant more than 6 weeks before an AGM, then a replacement will be appointed by the committee.</p> <p>Nominations for committee posts must be proposed by one member and seconded by another.</p> <p>As soon as possible after an AGM, the committee will appoint (or re-appoint) the following:</p> <ul style="list-style-type: none"> Programme Secretary SPF Representative Competition secretaries (Slides and Prints) Publicity Officer Committee auditor Any other secretaries considered necessary e.g. Webmaster. <p>The committee may co-opt a member or members onto the committee, for a specific task. Those co-opted for a specific task will only vote on matters relevant to that task.</p> <p>The Committee will maintain an updated job specification for each of the following posts: Trustee, President, Deputy President, Treasurer, Secretary, Programme Secretary, Competition Secretaries (slide & print), Membership Secretary, S. Federation Representative, Webmaster, Newsletter Editor, Curator, Club Projectionist, Committee Member.</p> <p>Trustees Three Trustees shall be appointed at an Annual General or Special General Meeting called for the purpose.</p> <p>Trustees need to be re-appointed annually at the AGM.</p> <p>All Freehold and Leasehold property and investments shall be invested in the Trustees, who shall hold them on behalf of the Club.</p> <p>The Club may only be wound up by a vote of 75% of the total number of votes cast at an AGM or SGM. Members may vote in person, by post or by e-mail.</p> <p>A motion to wind up the club must be seconded by 75% of the membership.</p> <p>No clauses relating to the winding up of the club may be in any way altered, changed, deleted or added to except by a vote of 75% of the total number of votes cast at an AGM or SGM. Members may vote in person, by post or by e-mail.</p>
7	<p>FINANCIAL MANAGEMENT</p> <p>The club accounting year will run from 1 January to 31 December.</p> <p>The Treasurer is responsible for the safe custody of Club funds.</p> <p>All club funds shall be banked at recognised banks or building societies.</p>

	<p>All expenditure must be managed by the Committee, including those controlled by the Trustees or administered by the International.</p> <p>Cheques must be signed by the Treasurer plus any 1 of the following: President, Deputy President, Secretary. In an emergency, one of the above may sign for the Treasurer. Value limits will be set by the committee.</p> <p>The Treasurer will provide a financial statement for each AGM and at any other time required by the committee.</p> <p>A committee member and a non-committee member will audit the annual accounts.</p> <p>The Committee, through the Treasurer & Secretary, is responsible for ensuring that the Club is adequately insured to cover public liability, property and the membership.</p> <p>In the event of a motion being passed to wind up the Club, the net assets (after settling any liabilities and allowing for winding up costs) will be distributed to recognised bodies promoting the good of photography.</p>
8	<p>MEETINGS</p> <p>Annual General Meetings (AGMs) will be held on a Monday during September or October.</p> <p>Agenda items, motions, committee and trustee nominations, proposed and seconded, should be submitted to the Secretary no later than 3 weeks before the meeting.</p> <p>Agenda items & motions, proposed and seconded, may also be taken from the floor at an AGM, at the discretion of the Chairperson, and if it is the will of the meeting.</p> <p>Committee and trustee nominations, proposed and seconded, may also be taken from the floor at an AGM.</p> <p>Special General Meetings (SGMs) may be initiated by the Committee or by a requisition signed by 12 members, and submitted to the Secretary no later than 3 weeks beforehand.</p> <p>The Secretary, or delegated Committee member, will send copies of AGM and SGM agendas, including all relevant informational material, to all paid up members no later than fourteen days before any such meetings.</p> <p>All members, including honorary life members, aged 18 and over, can vote at AGMs and SGMs. Proposals and amendments will be decided by a majority vote with the Chairperson of the meeting holding the casting vote.</p>
	<p>AGMs and SGMs require a quorum of 15% of the membership. Committee meetings require a quorum of 5 members, of whom one must be an officer.</p> <p>A copy of all AGM, SGM and Committee meeting minutes will be posted on the club notice board.</p> <p>The President will normally chair all meetings. In his or her absence, the Deputy President will act as Chairperson. If neither is available, the meeting will elect its own Chairperson.</p>
10	<p>VISITORS</p> <p>SCC welcomes visitors to all its meetings. A fee is payable at the discretion of the Committee.</p>

11	<p>COMPETITIONS</p> <p>The Programme secretary will organise a number of competitions during each year. The competition rules are set out in “SCC Competition Rules”. The Committee can approve amendments to the competition rules.</p>
12	<p>ALTERATIONS TO, & INTERPRETATIONS OF, THE CONSTITUTION</p> <p>Alterations to the Constitution can only be made at an AGM or SGM.</p> <p>In disputes arising over the interpretation of the Constitution, the Committee’s decision will be final.</p>
13	<p>SCC INTERNATIONAL</p> <p>SCC should seek to hold an annual International Exhibition.</p> <p>An “International Committee” will manage the International exhibition. The Club committee must approve the chairman and treasurer of the International committee, otherwise the International committee will be free to decide its own size and composition. Serving committee members who are not fully paid-up members of SCC, will annually be granted Associate Membership.</p> <p>The International Committee will have a representative on the SCC Committee.</p> <p>The running of the International will be the responsibility of the International Committee, acting as a sub committee of the Club Committee. In exceptional circumstances, the Club Committee may take over the running of the International.</p> <p>All monies and property held by the International is the property of the Club. The Club will provide insurance cover for the International.</p> <p>The International accounting year will run from 1 July to 30 June.</p> <p>The International Treasurer will provide a financial statement for inclusion in the Club financial statement presented at the AGM.</p> <p>A Club committee member and a non-committee member will audit the International accounts.</p> <p>All current SCC members are entitled to free entry to the International.</p>

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