CONSTITUTION

1. NAME :- The Club shall be known as **bh photography club** (BHPC). The Club shall be affiliated to The Southern Counties Photographic Federation (SCPF).

2. OBJECTIVES :- The aim of BHPC shall be to provide a varied, friendly and supportive forum for anyone interested in photography, whether they are beginners, experienced photographers, or somewhere in between. The Committee shall provide a programme which provides as many opportunities as possible for the Members to learn, practice and promote their work, by demonstration of processes and methods, by delivery of lectures, by exhibition of photographic work, by competitions and field trips. A programme for the year shall be given to each Member with updates via the website – www.bhphotoclub.co.uk. As a Club, we aim to enter inter-club, local and nationally organised competitions with the objective of becoming a respected and renowned Club in the photographic community. The Club shall have both print and digital internal competitions.

3. MEMBERSHIP :- Any person over 16 years of age that is interested in, or practicing photography and agrees to support the Club's objectives may apply for membership via the website www.bhphotoclub.co.uk using the Contact Page, or at a Club meeting. Members will be subject to the regulations of the Constitution and by joining the Club will be deemed to have accepted these regulations. Membership is subject to their acceptance by the Committee and upon payment of the agreed membership fee. The fees are agreed at the Annual General Meeting (AGM) and must be paid at the commencement of the Club year in September. Members joining part way through a year will pay a proportionate fee; the Committee will decide the amount. A member changing address or contact details shall notify the Secretary ASAP, otherwise all notices sent to the old address shall be held as duly sent. The membership year shall run from 1st September through to the following 31st August. The Committee reserves the right to Refuse or Terminate a Membership for good and proper reason. The member concerned has the right to be heard by the Committee, accompanied if they wish by a friend or representative, before a final decision is made. The Committee will communicate the reason for decline or termination to the applicant and Members; if they disagree with the Committee's decision a SGM could be held to debate the matter.

4. SUBSCRIPTIONS:- A Member whose subscription is in arrears on the date of the first Club competition of the year shall not be eligible to enter any competitions, until no longer in default. A Member in arrears on 1st October shall be deemed to have resigned from the Club and will be charged as a visitor if they attend. Any Member who does not wish to continue their membership into the next season, it would be appreciated if they could let the Membership Secretary on or before 31st August. Visitors may attend Club meetings on payment of the current visitor's fee for up to three meetings, after which the annual subscription shall become due.

5. ORGANISATION:- An AGM will be held in June of each year. The AGM will elect annually a Committee to manage the Club, comprising:- Chairperson, Vice-Chairperson, Secretary, Treasurer, Competition Secretary, Program Secretary, plus such co-opted officers that may be required. They will manage the affairs of the Club with up to three people from the general membership who will be elected as members of the committee without office. Any Member can stand for more than one year if re-elected. A quorum shall be required to execute the business of the Club. Five members of the committee will constitute a quorum, with at least two full officers of the Club required to be part of the quorum. The Committee will hold regular meetings during the year and can establish a sub-Committee as deemed fit to do so. A Committee meeting will be held three weeks prior to AGM to arrange the business of the AGM.

6. FINANCE:- The Club funds shall be kept in a Bank account in the name of "bh photography club". Cheques drawn on the account must be signed by 2 of 4 designated signatories. These to be the Treasurer, Chairperson, Vic-Chairperson or Secretary. The financial year shall run from 1st July until 30th June the following year year and the Treasurer shall submit accounts duly audited to the AGM. 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 £750 will require a mandate from the AGM or Special General Meeting (SGM).

7. ANNUAL GENERAL MEETING:- The AGM for the Club shall be held during the month of June each year. The business shall include:- Minutes of the previous AGM, Annual reports of the Committee, Statement of Accounts and Balance Sheet, Election of Chairperson, Officers and other elected members without office, Annual membership fees, Rule amendments, any other business. The AGM shall be the last meeting of the year's programme. The Agenda for the AGM will be published at least a week before the AGM.

8. SPECIAL GENERAL MEETING:- A SGM can be called at any time by the Committee or on a proposition signed by one quarter on the membership. It shall be handed to the Secretary at least twenty eight days before the proposed date of the meeting. The proposition must state in full the reason for the meeting and the proposed course of action. No business other than that appearing on the notice of such meeting shall be transacted there at. Upon receipt of a signed requisition for a SGM, the Secretary is bound to call the said meeting within seven days of the proposed date and notify all members accordingly. There shall be a quorum of 2 x officers, 3 other Committee members and 10 x ordinary members for the meeting to go ahead.

9. CONSTITUTON:- A copy of the Constitution shall be placed on the Members page on the website. No alteration to the Club Constitution shall be made except at the AGM or a SGM duly convened for that purpose. No part of the Constitution shall be altered without a two-thirds majority of the Members present at that meeting. The Rules and Regulations contained herein shall be equally binding on all Members.

10. PROPOSITIONS:- All nominations and propositions for AGM or SGM shall not be accepted unless given to the Secretary twenty eight days before the date of the meeting, signed by two Members of the Club as proposer and seconder.

11. MEETINGS:- The Club shall meet on each Wednesday of each month, plus other dates as arranged by the Committee. The Committee shall have the power to alter dates as deemed to be necessary. Meeting start times will be published in the bhpc Programme of Events.

12. DISSOLUTION:- At a SGM called for that purpose, the Club may only be dissolved by the consent of 75% of the membership. Such a meeting will decide and dispose of the Club's funds and assets. After discharging all debts and liabilities of the BHPC, the remaining funds and assets are to be given to or transferred on an equal value basis to fully paid-up Members of BHPC. If the Committee determines that a re-location is in the best interests of BHPC, we shall move to alternative premises with our funds and assets.

13. COMPLAINTS:- Any complaint against a Member's behaviour must be communicated in writing to the Committee. On receipt of such a complaint, the Committee will investigate the complaint, taking evidence and options from both sides and calling other witnesses as deemed necessary. If the Committee, by 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 suspension or termination of membership. Any action that is deemed necessary by the Committee shall be communicated to the offending party by the Club Secretary.

14. RULES FOR ALL CLUB COMPETITIONS:- The Competition rules can be found on the website www.bhphotoclub.co.uk. All new Competitions must be accompanied with their own set of rules drawn up by the person proposing the competition and once agreed by the Committee, a copy of these rules will be added to the Competition Rules on the website. Competition rules shall be set by the Committee and may be altered at the discretion of the Committee.

15. EMERGENCIES:- In the event of anything occurring not provided for or not clear in the foregoing Constitution, the Committee shall have the power to deal with the same at their discretion, and ratified at the next AGM or SGM if necessary.