



## **Moray Ceilidh Club** **Constitution**

### **1. Name**

The name of the club shall be the Moray Ceilidh Club, herein after known as 'the Club'.

### **2. Aims and Objectives**

To organise ceilidh dancing events, within Morayshire and on a non-profit making basis.

### **3. Membership**

- 3.1. Membership is open to all those interested in the Club and members will be required to pay an annual membership fee as set by the Club's Committee
- 3.2. Failure to pay a membership fee will result in a person no longer being considered a member
- 3.3. Any member of the Club can, at any time, voluntarily withdraw their membership from the Club
- 3.4. A person's membership can be withdrawn by the Club's Committee upon a 2/3rds majority vote from a secret ballot of those present at a Committee Meeting whose calling notice states that the matter is to be considered.
- 3.5. Having had their membership withdrawn a person has two weeks within which to lodge an appeal with the Club's Chairman, where upon the Chairman will convene a Committee Meeting with a further four weeks at which the appellant may state their case in person or in writing. The decision to confirm the membership withdrawal again requires a 2/3rds majority vote held by secret ballot of those present at a Committee Meeting

### **4. Committee**

- 4.1. The Club Committee shall consist of up to ten people
- 4.2. The Club Committee must always contain the following office bearers; Chairman, Treasurer, Club Secretary, Membership Secretary, Newsletter Editor
- 4.3. Other committee posts will cover, amongst other things, the following functions; Hall & Band Co-ordination, Ticket contact, Ticket Production, Raffle Co-ordination, Cheque signatories
- 4.4. All committee members and office bearers will be elected at a General Meeting, but vacancies can be filled by co-option between General Meetings
- 4.5. On election a committee member or office bearer can hold office for up to three years, after which time they must stand for re-election.
- 4.6. At every Annual General Meeting at least one third of the Committee shall be elected. Should there be insufficient places due to retrials, resignations, or willingness to stand for re-election then the remaining person(s) shall be chosen by drawing lots.
- 4.7. The Committee may establish such sub-committees as it sees fit to run the Club

4.8. The Committee is charged with running the Club so as to fulfil its aims.

## **5. General Meetings**

5.1. An Annual General Meeting (AGM) shall be held in June or July each year

5.2. At the AGM the following business shall be carried out; The Annual Report of the Club, Consideration of the Annual Statement of Audited Accounts, Election of Office Bearers and Committee, Any Other Competent Business

5.3. A Special General Meeting (SGM) can be called by either the Club's Committee or upon presentation to the Club Chairman of a petition signed by half the membership.

5.4. One month's Notice of General Meetings will be given to members, the notice will include details of the business to be transacted.

5.5. There is no minimum number of members required to be present at a correctly called General Meeting, however no decisions may be made by the meeting (other than to refer the matter to the Club's Committee) upon business not detailed in the calling notice.

## **6. Finance**

6.1. Funds can only be used to further the objectives of the Club.

6.2. The Treasurer is responsible for keeping proper records and presenting an annual audited statement of account to the AGM

6.3. In addition to the Treasurer the Club's Committee may appoint up to three more cheque signatories. All cheques must be signed by any two of the appointed signatories.

6.4. The Club's financial year runs from 01<sup>st</sup> May.

## **7. Amending the Constitution**

7.1. The wording of the Constitution can only be altered at a general meeting, either Annual or Special, for which proper notice of the proposed changes has been given to all members. A constituted change must have approval of two thirds of the members present and able to vote.

## **8. Dissolution**

8.1. The Club can only be dissolved at a General Meeting where the calling notice states that this is a proposal to be considered. The motion can only be approved if two thirds of the members present and able to vote agree.

8.2. Part of the motion for dissolution must include what is to happen to any and all the Club's assets.