

MID CORNWALL TURNERS
Constitution and Rules

Name

The Club shall be known as "MID CORNWALL TURNERS" as agreed by the founder members at its inauguration on the 13th August 2004

Object

The object of the club is to foster a wider understanding and appreciation of lathe turning as a traditional and contemporary craft and art form among the general public, amateur and hobbyist turners and professional turners. This will be accomplished by providing education, information, organisation, technical and practical assistance and publications and video material relating to woodturning.

RULES

1. Membership

1.1 Membership shall be open to any person of 18 years or older on completion of a membership application form and on payment of the relevant subscription/joining fee as determined at the Annual General Meeting of the Club Members and subject to the following conditions:-

That they have served a three month probationary period.

That their membership has been accepted by a vote of the committee

2 There will be four classes of membership, namely:-

1.2.1 Guest Membership. Probationary three month period (no voting rights)

1.2.2 Full Membership. One who pays a full annual subscription.

1.2.3 Life Membership. Awarded to a club member in recognition of outstanding Service to the Club - qualifying period 15 years, pays no subscription but has voting rights.

1.2.4 Honorary Membership. Awarded to a non club member. - Pays no subscription and has no voting rights.

1.3 Probationary members and guests will be deemed to be club members, without voting rights, for the duration of their visit, on payment of the admission levy.

1.4 All paid up members shall be entitled to participate in the activities of the Club, to attend Annual General Meetings and Special General Meetings, to vote upon constitutional matters and to serve on the committee. Any paid up members are at liberty to attend committee meetings in an observational capacity without the power to vote.

1.5 Any member resigning from the club who then seeks re-admission at a future date must complete a new application for membership and meet the conditions that cover new members.

2. Meetings

Club meetings will be held at least once a month at a venue agreed by the members of the club, unless suspended or changed by membership approval.

3. Officers

The Officers of the Club shall be:- Chairperson; Vice Chairperson; Secretary; Treasurer; and Membership Secretary.

4. Election of Officers

4.1 All officers shall be elected at the Annual General Meeting of the club from, and by, the full members of the Club.

4.2 The Chairperson shall be elected annually for a period of one year, but shall be eligible for re-election for additional terms providing no one shall serve in this position for more than four consecutive years.

4.3 The other officers shall be elected annually for a period of one year, but shall be eligible for re-election for additional terms.

5. General Committee

5.1 The affairs of the Club shall be managed by a General Committee comprising the Officers of the Club and up to five other Club Members elected from, and by, the full members of the club. The General Committee shall meet at intervals determined by the business of the Club, but not less than four times a year. It may appoint sub-committees.

The committee may invite persons to attend any of its meetings as a participant without the power to vote.

5.2 The duties of the committee shall be:-

5.2. To manage the affairs of the Club on behalf of the Members.

5.2.2. To keep accurate accounts of the finances of the Club through the Treasurer. The club's fiscal year shall run from the 1st August to the 31st July. The accounts shall be available for inspection by the members and shall be audited before every Annual General Meeting by either an independent auditor or two club members. The club shall maintain a Bank account, or accounts and the following persons shall be authorised to operate the account and sign club cheques: - Any two of four nominated persons from the General Committee.

5.2.3. To keep accurate minutes of Committee Meetings through the Secretary. These should be available for inspection by Club Members.

5.2.4. To maintain all membership records through the Membership Secretary. These should include application forms, membership numbers, names, addresses, telephone numbers and, if appropriate, e-mail addresses. A list of these may be circulated to the membership where appropriate. To maintain Guest Membership records.

5.2.5. To co-opt additional members to the Committee as is felt necessary. The co-opted members shall hold office until the next A.G.M.

5.2.6. To make decisions on the basis of a simple majority vote. In the case of equal votes the Chairperson shall be entitled to a casting vote.

5.2.7. A quorum of the General Committee shall be two officers plus three other committee members.

5.3 The Committee reserves the right to expel any member deemed to have acted to the detriment of the club, its good name, or that of its members, or its equipment or premises. Should this situation arise, the decision should be put before the member concerned and the Club Membership as a whole before the member is formally expelled, so that the indiscretion is fully understood by all.

6. General Meetings

6.1 The Annual General Meeting of the Club shall be held not later than the end of September each year. At least 21 days written notice shall be given to members. Members must advise the Secretary in writing of any business to be discussed at the Annual General Meeting at least 14 days before the meeting. The Secretary will prepare an agenda for the meeting.

6.2 The business of the Annual General Meeting shall be to

6.2. Confirm the minutes of the previous Annual General Meeting and any other General Meetings.

6.2.2. Receive the Chairpersons report.

6.2.3. Receive the Treasurers report and the Audited Accounts

6.2.4. Receive the annual report of the Secretary

6.2.5. Elect the Officers of the Club and any other General Committee members.

6.2.6 Agree Club subscription rates.

6.2.7 Transact such other business included on the agenda, and, at the discretion of the Chairperson, transact any other business received from the floor, except Business for which a Special General Meeting is required. (e.g. amendments to the constitution or dissolution of the club.

6.3 Special General Meetings may be convened by the General Committee as necessary. At least 21 days written notice shall be given to members specifying the nature of the business to be considered.

6.4 Nominations for the election of Officers and General Committee members shall be made in writing to the secretary at least 14 days prior to the Annual General Meeting. Nominations can only be made by Full Members and must be seconded another Full Member. In the absence of nominations prior to the meeting, nominations may be made from the floor. All nominations shall have the consent of the nominee.

6.5 All decisions at any General Meeting will be by a simple majority vote from those Full Members present at the meeting. In the event of equal votes the Chairperson shall be entitled to a casting vote.

6.6 A quorum for a General Meeting shall two-thirds of the Full Club Membership.

7. Subscriptions

Subscriptions are payable annually in September. All subscriptions must be paid within two calendar months although special circumstances may be permitted at the discretion of the committee. Any member who has not paid his subscription by such default date as the committee prescribes will be deemed to have resigned from the Club. Where in the opinion of the committee, circumstances make it desirable to refund, in part or in whole, the subscriptions of a member, the committee have absolute discretion to act accordingly.

9. Data Protection

To comply with the provision of the Data Protection Act of 1984 the Club is permitted to maintain records on computer file. This record will include names, addresses, telephone numbers and e-mail addresses but only for use in the following circumstances:

- 9.1 Publication of a list of officers and club members, together with their names, addresses, telephone numbers and e-mail addresses for distribution within the membership of the Club.
- 9.2 Disclosure to other affiliations and associations, with the permission of individual members.

9. Closure

In the event of the Club closing down, and after discharging all debts and liabilities of the Club, all monies accrued from Bank balances, sale of club assets etc. shall be distributed to a charity or charities as nominated by a majority vote of the membership.

10. Alterations to the Constitution and Rules

Any proposed alterations to the Club Constitution and Rules may only be considered at an Annual or Special General Meeting. Any alteration must be proposed by a full member of the club and seconded by another full member and shall be passed if supported by not less than two thirds of those full members present at the meeting provided a quorum has been achieved.

This constitution and rules governing the club activities were adopted by the membership at a meeting held on

Signed... ..(Secretary)

Signed.....(Treasurer)