

Colne Valley Male Voice Choir



-Founded 1922-

MEMBERSHIP CARD

Name.....

Date of joining

RULES AND CONSTITUTION

1. The title of the Choir shall be **Colne Valley Male Voice Choir - Yorkshire.**

Objects

2. The objects for which the choir is formed are: as a registered charity, to promote the study, practice and performance of music for male voices, and to promote music through concerts and other activities.

Membership

3. Membership shall be open to men who are prepared to uphold the objects of the choir. Applications for membership must be given in writing to the General Secretary either directly or through a choir member. Applicants will be required to take an audition in the presence of a panel comprising the Musical Director and choir Section Leaders. Membership to be agreed by the panel after successful completion of the audition.

The General Committee shall have the power terminate membership of any choir member who, in its opinion, lowers the musical or social standards of the choir. Resignation from the choir is to be notified in writing to the Secretary. All music or other property of the choir is to be returned and any monies due to the choir for subscription, uniform, etc. to be settled.

Officers and Committee

4. 1. The choir shall be governed by the Chairman, Deputy Chairman, General Secretary Hon. Treasurer, Musical Director, four Section Leaders and eight General Committee members (four of whom will retire annually). The General Secretary, Hon. Treasurer and General Committee members shall be elected at the Annual General Meeting in each year.

The General Committee shall have power to fill any vacancy that may occur. The retiring officers and General Committee members shall be eligible for re-election.

II. The name of every candidate for election to any office or membership of the General Committee at each Annual General Meeting shall be sent in writing (stating the name of his proposer and seconder and confirming the consent of the candidate) to the General Secretary not less than fourteen days before the date of the Annual General Meeting. If the number of candidates duly proposed and seconded exceeds the number to be elected voting shall be by ballot.

III. A President may be elected by the General Committee to remain in office for two years.

IV. Life Vice-Presidents (up to eight maximum) to be appointed by the General Committee and to be eligible to attend all Committee Meetings with full voting rights.

V Other officers shall be appointed at the first General Committee Meeting following the Annual General Meeting.

VI. Section Leaders: One person from each section of the choir to be selected by ballot within the section's members, to serve for two years.

VII. Honorary Membership may be conferred at the discretion of the General Committee on any member after long service or outstanding contribution to the choir.

VIII. General Committee meetings to be held, as far as possible, on the first Tuesday in the month starting at 7.15 p.m.

IX. The General Committee shall have power to co-opt any other member or members to its number for such time and for such purpose as it shall consider necessary. Co-opted members shall have full voting powers.

Sub-Committees

5. Sub-Committees shall work under the terms of reference laid down by the General Committee.

Meetings

6. I. The Annual General Meeting shall take place in June or on such other date as the General Committee shall determine. At the Annual General Meeting the following business shall be conducted:

- a) To receive the Reports of the Chairman and General Secretary
- b) To receive and, if approved, to adopt a statement of the choir's accounts for the preceding year.
- c) To appoint the General Secretary, Treasurer and members of the General Committee.
- d) To appoint the Independent Financial Examiners.
- e) To deal with such other business as shall have been included in the notice of meeting sent to the members, or any other item that members may wish to remit to the General committee.

II. An Extraordinary General Meeting may be convened at any time at the request of the General Secretary on receipt of a requisition to that effect signed by at least 10 members of the choir.

III. Notice convening the Annual General or an Extraordinary General Meeting shall be sent to the members not less than 21 days before the meeting and shall specify the time and place where it will be held and the business to be conducted.

Duties of Officers

7. The Chairman shall preside at all meetings. The Chairman, General Secretary and Treasurer shall be authorised to sign cheques on behalf of the choir; any two of the three to sign.

The Deputy Chairman shall, in the absence of the Chairman, take his place at meetings.

The General Secretary shall deal with all matters relating to administration, shall convene the Annual General Meeting and any Extraordinary General Meeting.

The Treasurer shall be responsible for all matters relating to finance.

Independent Financial Examiners shall be appointed to the choir at the Annual General Meeting: they may or may not be members of the choir They shall be responsible for examining the choir's accounts and verifying the Financial Statement presented to the Annual General Meeting.

The Section Leaders to record attendance at rehearsals, liaise with and on behalf of the section, audition applicants for membership, and be ex-officio members of the General Committee.

Alteration of Rules

8. No alteration or addition to the Rules of the Choir shall be made except at the Annual General Meeting or at an Extraordinary General Meeting specially convened for that purpose. 28 days notice in writing shall be given to the General Secretary setting forth in full such proposed alteration or addition that shall be stated in the Notice of Business for the Meeting. Notice of Amendments shall be handed to the General Secretary at least 1 days before such a meeting.

Voting

L At all meetings of the General Committee each member present shall have one vote. A quorum shall be 33% of the members entitled to attend. Decisions shall be by simple majority vote but in the event of an equality of votes the Chairman of the meeting shall only have a casting vote.

Rehearsals

10. Rehearsals normally to be held in the designated rehearsal room on Monday evenings at 7.30 p.m. Members are expected to attend regularly and punctually.

Any member absent for four consecutive rehearsals without satisfactory reason to be contacted, asking for an explanation for submission to the committee. After three months absence without satisfactory explanation, a member shall be considered to have ceased membership and notified accordingly.

A member may be required by the General Committee to resign if a satisfactory explanation is not forthcoming or if six months or more in arrears of subscription.

Subscriptions

11. Annual subscriptions shall be decided at each Annual General Meeting, to be paid by 30th September each year. Members joining after that date to pay the subscription within four weeks at the pro-rata rate.

Winding-up

12. If, upon winding-up or dissolution of the Choir, there remain any properties whatsoever after the satisfaction of all debts and liabilities, the same shall not be paid to or distributed among the Members of the Choir but shall be given or transferred to some other Charitable Institution or institutions having objects similar to the objects of the Choir. Such institution or institutions to be determined by the members of the Choir at the time of dissolution at an Extraordinary General Meeting called by the members not less than four weeks beforehand.

13. A copy of these rules shall be given to each Member.