

HALIFAX GILBERT AND SULLIVAN SOCIETY

CONSTITUTION

1. Title

The Society shall be called The Halifax Gilbert and Sullivan Society.

2. Objects

The objects of the Society shall be:

To advance the education of the general public in the joint and individual works of Sir William S Gilbert and Sir Arthur Sullivan and advance the education of the public in theatrical skills and performances.

3. Membership

Membership shall be open to all persons admitted by the Management Committee who are interested in furthering the objects of the Society and who pay the appropriate subscription due on 1 April annually. Persons from outside the Society invited to fulfil principal roles shall be invited into membership and pay the appropriate subscription. For insurance purposes, all persons participating in a production shall be a member.

A Society President shall be voted into office annually, and may offer themselves for re-election without limit. The President will be a non-voting member of the management committee but will Chair Annual and other General meetings. The President may also, from time to time, act as the Society's representative in attending invitations to external functions.

Honorary life membership (termed Life Vice-Presidency and in recognition of outstanding service to the Society) may be conferred as recommended by the Management Committee to an Annual General Meeting (AGM) or Extraordinary General Meeting (EGM).

4. Cessation of Membership

Any member may resign at any time; subscriptions shall not be refunded unless approved by the Management Committee. If a communication with a member is returned undelivered by post or email and it is not possible to contact them by other means, that person shall be deemed to have resigned.

5. Management

An unpaid Management Committee shall be voted in at an AGM or EGM and shall comprise:

- a. The Officers and Trustees of the Society comprising the Chairman, Secretary and Treasurer.
- b. A Vice-Chairman, considered to be the Chairman and Trustee-elect.
- c. A council of up to six elected members.

At least four meetings of the Management Committee shall be held each calendar year.

The Chairman, Secretary and Treasurer and Vice-Chairman shall be voted into office annually and may offer themselves for re-election without limit. Other members shall

serve for 2 years with three elected members retiring annually; they may offer themselves for re-election without limit.

The Management Committee shall manage the affairs of the Society. In all matters a simple majority of votes cast in committee meetings shall be binding; the Chairman shall have a second casting vote in the event of a tied vote. Minutes shall be taken at all meetings and shall consider the financial status of the Society. In addition, the Management Committee shall have the power to:

- a. Co-opt Trustees and members to fill casual vacancies in their number until the next AGM.
- b. Delegate any of their powers to a sub-committee consisting of two or more of their body together with other members of the Society provided that any sub-committee so formed shall, in the exercise of the powers so delegated, conform to any regulations imposed on it by the Management Committee.
- c. Select shows and concerts to be performed and the locations, usually in Yorkshire but could be elsewhere, where the performances will take place.
- d. Appoint a director, musical director and accompanist for shows and concerts.
- e. Recommend an annual subscription to members.
- f. Ensure reports to the Charity Commission are made after an AGM and within the statutory limit of 10 months from the financial year-end.

6. Annual General Meeting (AGM)

An AGM shall be called within 6 months of the end of the financial year. The Secretary shall give fourteen days notice of the meeting to all members. The AGM shall consider reports by the Officers of the Society and elect or re-elect the Management Committee. The AGM shall also consider any matter referred to the AGM by the Management Committee or raised by a member giving at least seven days notice to the Secretary.

An Extraordinary General Meeting may be called at the request of the Management Committee or by a written request by ten members provided that such request gives a clear reason. The EGM shall be held within twenty-eight days from receipt of the request by the Secretary and the membership shall be given at least fourteen days notice.

Any changes to these rules considered at a General Meeting shall be approved by not less than two-thirds of those present. Voting on other matters shall be by simple majority with the Chairman having a second casting vote in the event of a tied vote. Voting shall be by show of hands or by ballot at the Chairman's discretion.

7. Finances

Funds shall be lodged in a bank or building society account in the name of the Society. Cheques drawn on the Society account shall be signed by any two of the Trustees. Payment of all fees and expenses shall be at the discretion of the Management Committee. The Treasurer shall manage the Gift Aid records.

The financial year shall end on 31 December. Accounts shall be prepared, approved by the Management Committee and examined by an independent examiner before approval at an AGM.

The Charity Commission considers all undesignated or reserved funds to be freely available for general purposes to meet the objects of the Society. The Treasurer shall consider any need to designate funds; this decision shall be noted in the annual accounts and mentioned in the annual report to the AGM and Charity Commissioners.

8. Quorums

No business may be transacted unless there is present at a meeting a quorum as follows:

- a. Management Committee. Five members.
- b. General Meetings. Twelve members.

9. Informalities

No action or decision of the Management Committee or of any meeting of the Society shall be invalidated by reason only of informality or neglect in any service of notices or in any matter or matters of procedure, unless in the opinion of the Committee such informality or neglect has resulted or may result in a situation which is unjust.

10. Dissolution

A motion to dissolve the Society may be made at a General Meeting and three-quarters of those attending must be in favour. All assets of the Society shall be disposed of under arrangements made by the Trustees and any surplus assets shall be passed to such other charitable cause that may be approved by the Charity Commissioners. No member shall receive any such funds, property or assets by virtue of membership.

11. Authorisation of Constitution

This Constitution was approved by the Society members at an EGM held in Halifax on the 10th September 2017.

Signed:

Trustee – Chairman:

Date:

Trustee – Secretary:

Date:

Trustee – Treasurer:

Date: