

**LUTTERWORTH PHOTOGRAPHIC SOCIETY CO-OPERATIVE**  
**CONSTITUTION AND RULES**

**Name**

1. The name of the society shall be the: -

**"LUTTERWORTH PHOTOGRAPHIC SOCIETY CO-OPERATIVE".**

**Objectives.**

2. The objectives of the society shall be as follows: -

- a) To encourage the advancement of Photography, to promote the use of Photography as a form of artistic endeavour, and to impart technical knowledge regarding the use of all photographic equipment and materials.
- b) To increase technical ability and expertise by the provision of lectures, the exhibition of photographic images of special interest or technical merit, and advice upon suitable methods of self-instruction.
- c) To organise competitions and exhibitions from time to time.

While attempting to achieve these objectives, the society shall be conducted as a non-profit making organisation

**Membership.**

3. a) Classes of membership available in the society are as follows: -

i) Adult member (defined as any person 18 years or over and less than 65 years old in full time employment on the 1<sup>st</sup> April each year)

ii) Concessionary member (any person who is not included in the definition of an Adult member)

Membership is open to any person. The committee retain the right to refuse membership/admission, but will not discriminate on any grounds, which includes age, race, gender, marital status, social class, colour, nationality, ethnic or national origin, religion or disability.

- b) The committee shall have the right to terminate the membership of any member. Such a member shall have the right to be heard by the society before a decision is made.
- c) Membership subscriptions will be proposed from time to time by the committee and approved at a general meeting.
- d) Society subscriptions shall be renewed annually on the first day of April. If a subscription should be in arrears by more than three months, membership shall lapse one month after the date of a reminder from the Hon. Treasurer, subject to the discretion of the committee.
- e) Members in arrears with their subscriptions are ineligible to compete in society competitions.
- f) No person who has ceased to be a member of the society shall have any rights or interest in the property or funds of the Society.
- g) All members must be members of the Central Co-op. (as per AGM 29/3/23)

### **Facilities.**

4. Members shall be entitled to attend all programme meetings and public exhibitions of the society. Members may vote at all general meetings and are eligible to compete in all society and Inter-society competitions

### **Officers.**

5. The officers of the Society shall be: -

- a) President
- b) Vice-President
- c) Hon. Secretary
- d) Hon. Treasurer
- e) Other such officers as are deemed necessary.

All officers shall be elected or re-elected annually. The offices of President and Vice-President may not be held consecutively for more than three years.

If any officer ceases to hold office either by death or resignation, the Committee shall have the power to elect a temporary successor, until the next AGM of the Society.

### **Committee.**

6. a) Constitution.  
There shall be a Committee consisting of the officers of the society and other elected members so that the total number of the Committee is around ten, or one half of the current Membership, whichever is the greater.
- b) Meetings, Notice and Business :-  
The President shall have the power to convene a committee meeting at any time. Not less than seven days notice shall be given, preferably in writing, specifying the business to be transacted.  
The Committee shall conduct the business of the society and administer its funds, subject to any directions from General Meetings, and shall have the power to decide the price of tickets for events, functions and organised outings etc. and the date and venue of society meetings.  
A committee meeting must be held no less than twice a year and with greater frequency if necessary. One of these must be held shortly before the AGM of the Society with a view to considering the business of that meeting.
- c) Sub-Committees.  
The Committee shall have the power to appoint sub-committees. The President, Secretary and Treasurer shall be ex-officio members of such sub-committees. Unless the Committee directs otherwise, the sub-committees shall have the power to elect their own chairman or woman.
- d) Absence from meetings.  
Any member of the Society's Committee who is absent from two consecutive committee meetings without good reason, shall be deemed to have forfeited his/her position on the Committee, unless the Committee shall determine otherwise.
- e) Quorum.  
A quorum of the society's Committee (and of its sub-committees) shall not be less than three.
- f) Co-option.  
The society's Committee shall have the power to co-opt not more than four additional members. (Sub-committees shall have such power of co-option as the Society's full Committee shall decide.)

### **The AGM.**

7. The AGM of the Society shall be held within 15 months of the previous AGM for the following purposes: -
- a) To receive the accounts of the society for the financial year just ended.
  - b) To elect the Society's officers according to rule 5.
  - c) To elect the Society's Committee according to rule 6a.
  - d) To agree the amount of the annual subscription and the attendance levy, to be paid by members for the ensuing twelve months.
  - e) To transact any other such business as may be brought before it, for which prior notice has been given on the agenda convening the meeting.
  - f) Notice of an AGM shall be given at least twenty-one days before the meeting. All nominations for officers and Committee members must be accompanied by the nominee's consent to serve if so elected. Nominations must be with the Hon. Secretary seven days before the AGM.

### **Special General Meetings.**

8. A Special General Meeting of the society may be summoned at any time by the President of the Society (or by one third of the membership acting together) who shall make a request to the Hon. Secretary to convene such a meeting. The specific objectives of the meeting shall be stated in the notice convening it. At least seven days prior notice shall be given.

### **Notice of General Meetings.**

9. Whilst every member of the society is entitled to receive notice of all General meetings, any particular member's failure to be informed, shall not invalidate such a meeting or any resolutions passed or appointments made.

### **Quorum at General Meetings.**

10. For all general meetings of the society, the quorum shall not be less than one quarter of the membership of the society.

### **Voting at meetings.**

11. The votes at all meetings other than for the election of officers, etc. may be taken in the first instance by a show of hands. At his discretion, the President may direct a poll to be taken. He must order a poll if requested to do so by one third of the members present. The president shall have a casting vote in all cases where the voting is declared equal.

### **Finance.**

12. The officers and members of the society shall not receive payment (either directly or indirectly,) for their services. However, legitimate expenses, incurred in the work that they may be authorised to perform by the society's constitution is recoverable. The society shall not operate for the private benefit of one or more members. Any balance at the end of the financial year shall be carried forward to the next.

The committee shall authorise the Hon. Treasurer and three other committee members to sign cheques on behalf of the society. All cheques must be signed by not less than two of the four authorised signatories.

The committee shall have the power to dispose of any of the society's assets.

### **Dissolution.**

13. In the event of the dissolution of the society, the remaining funds and assets shall be devoted to some other body having similar aims to those for which the society was founded.

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**Omissions.**

14. The society's Committee shall have the power to deal with any matters not provided for in these rules.

**Alteration of Rules.**

15. The society shall have the power to alter these rules, but only if such alteration is made at a General Meeting, and then only by a majority consisting of not less than two thirds of those present and voting. Notice of any proposed alterations must be given with the notice convening the meeting.

**Annual Exhibition and Competitions.**

16. The committee shall establish the rules of competitions, which shall be reviewed from time to time. No changes to competition rules shall be made without prior notice and approval by the members at a general meeting, in accordance with rule 9.

Last amended – 29/03/2023

**Affiliated to the Photographic Alliance of Great Britain through the Midland Counties Federation**