

Musselburgh Camera Club

Constitution

1. The Club shall be known as "Musselburgh Camera Club" (hereinafter referred to as "The Club" or "MCC")
2. The aims and objectives of the Club are:
 - a) by means of regular meetings, lectures, demonstrations, exhibitions, competitions and other photographic events to foster and stimulate interest in the art and science of photography in all its forms and
 - b) to aid and encourage all people, including young people and disabled or handicapped people, to take up photography in all its forms and to participate in the Club's activities.
3. The Club shall be affiliated to the Scottish Photographic Federation.
4. The club committee
 - a) The Club shall be governed by a Committee consisting of no more than **12** members, to be elected at the Club's Annual General Meeting.
 - b) The minimum Committee shall consist of **3** Office bearers namely: Chairperson, Secretary, and Treasurer plus ordinary members up to the maximum Committee stated in (4a).

The committee can, at its discretion, appoint additional office bearers, such as Vice Chairperson, Syllabus Secretary, Webmaster and Competition Secretary.

- c) The Office bearers shall hold office for a period of **two** years (unless by special resolution of the members) on a rotational basis. The rotation timetable should aim to replace fewer than half of the office bearers in any year. The posts of ordinary members shall be presented for election annually.
- d) The Committee shall be empowered to act on behalf of the membership in matters relating to (1) premises, finance and the purchase/sale of goods or equipment and (2) all financial and legal obligations in connection with the functioning of the Club, such acts remaining the collective responsibility of the membership.
- e) The Committee shall maintain a register of members setting out the name and address of each member, and the date on which he/she became a member and the date on which they ceased to be a member. The club shall publish a privacy policy to reassure members that their information will only be used for club business and to state how the club complies with GDPR regulations.
- f) No business shall be dealt with at a meeting of the Committee unless a quorum is present, the quorum for meetings of the Committee shall be half of the number of Committee members.
- g) Any member of the Committee may request the Secretary to call a meeting of the Committee.
- h) The Committee shall prepare annual accounts and, if they think fit, they shall ensure that an audit of such accounts is carried out by a qualified auditor.
- i) The signatures of **2 out of 3** signatories appointed by the Committee (normally the Chairperson, Secretary and Treasurer) shall be required in relation to all cheque

payments from the bank accounts held by the Club. Payments for regular expenditure items (e.g. room hire, judges and speakers, SPF membership) may be made by direct internet bank transactions by one of the 3 signatories on receipt of an appropriate invoice. Payments for non-regular expenditure items (e.g. equipment purchases) may be made by card or by direct internet bank transactions by one of the 3 signatories on receipt of an appropriate invoice that has been approved by at least **2 out of 3** appointed signatories. Cash payments may be made by the Treasurer (or a deputy on behalf of the Treasurer) for small value purchases (e.g. refreshments, judges and speakers); in such cases an expenditure receipt or invoice should be provided, although it is recognised that most judges and speakers will not provide an invoice. All invoices, receipts and bank statements will be retained for a period of at least 3 years.

5. The scale of the membership fees shall be set annually at the Annual General Meeting and shall come into force at the start of the following session. Fees shall normally be payable to the Treasurer on the opening night of each new session and must be paid within six weeks thereafter. The scale of the fees for new members, who join the Club after the start of the session, will be decided by the Treasurer
6. Any person may be expelled from membership by way of a resolution passed by a majority of the members of the Committee provided the following procedures have been observed: (1) at least 21 days notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion and (2) the member concerned shall be entitled to be heard on the resolution at the Committee meeting.
7. In the event of the Club being dissolved or ceasing to exist, the Club's assets will pass to The Fisherrow Trust of The Fisherrow Centre, South Street, Musselburgh to be held in trust for any future photography group that may meet in the said Community Centre.
8. The Constitution may be altered by a resolution passed by not less than two thirds of those present and voting at a general meeting.
9. This Constitution replaces all previous editions and is adopted at the Annual General Meeting of the Club held on 29th April in the year 2021.

Signed on behalf of the Club:

.....  **S Beard** (Chairperson)

.....  **E Robertson** (Secretary)

.....  **S Williams** (Treasurer)