

WIGHT VISION CAMERA CLUB

CONSTITUTION

1. **NAME:** the name of the club is “Wight Vision Camera Club” hereinafter called the “Club”. The Club was previously known as “Wild Wight Camera Club” and this constitution shall apply from the date of the name change – 1st January 2022. A copy of this constitution is available to all paid up members in the members section of the Club’s website.
2. **AFFILIATIONS:** the Club has no formal affiliations but seeks to maintain good relations with other photographic groups wherever they may be situated.
3. **AIMS:** the aims of the Club are to promote and develop appreciation, skills and understanding of still photography to anyone with an interest in the subject be they on the Isle of Wight or elsewhere. These aims will be achieved by means of weekly online meetings comprising lectures, demonstrations, workshops, image evaluations, competitions and public exhibitions. The Club will also from time to time arrange visits and outings to further these aims with practical photography.
4. **MEMBERSHIP:**
 - A. Membership of the Club shall be open to all without discrimination on grounds of gender, ethnicity, nationality, special needs, disability, sexual orientation, religion, beliefs or photographic ability.
 - B. Application for membership must be made through the Membership Secretary on the appropriate electronic form on the Wight Vision Camera Club website together with the current subscription. Prospective new members may attend online Club meetings over a trial period of two weeks before deciding whether to join. The membership year shall run from 1st January to 31st December annually. New members joining during the year shall be entitled to pay a pro-rata subscription in their first year of membership.
 - C. Members shall be aged 18 years or above.
 - D. The club also has a youth section for persons who must be aged between 16 years and 18 years. There will be no annual subscription for members of the youth section. Whilst members of the youth section are permitted to attend any organised club event they must at all times be accompanied by a parent, guardian or appropriate adult and remain under their direct supervision during all such club events and activities until they attain the age of 18 years. It is also expected that the parent, guardian or other appropriate person will ensure that the content of any event is suitable for

the young person for whom they are responsible. The youth member together with the parent, guardian or responsible adult attending such events will be expected to pay their own attendance fees and other ancillary costs whenever there is a charge. These will vary from event to event and details will be advertised together with details of the event.

- E. Membership shall entitle members to attend weekly online meetings without further cost. The member will also be able to use whatever free facilities are made available via the Club website, social media or other means that may from time to time be made available.
 - F. Other events may be made available to members for which a fee will be payable. Such events will be published with payment details and conditions as may be appropriate to the event. Members are responsible for making payment as required for each event and the Club accepts no responsibility for payment deadlines missed. Also if events which are not online involve travel the member is responsible for their own insurance, including equipment insurance, and the Club accepts no liabilities for any injury, damage or losses incurred of any kind whatsoever.
 - G. It is a condition of membership that members agree to abide by the Club's Constitution.
 - H. If the conduct of any member either in or out of the Club meeting place shall in the opinion of the Club administration management team be detrimental to the interests or the good name of the Club, the Club administration management team is empowered to immediately expel such member, subject to appeal at the next full administration management team meeting. Any membership fee paid by the expelled member will not be refunded.
 - I. No member shall be allowed to use the Clubs name, either in full or in part, for personal or business activities without the prior written permission of the club.
 - J. Contact by members on club related issues must be made via the club e-mail.
 - K. A reminder will be sent out approximately 2 weeks after 1st January regarding outstanding subscriptions. Any member whose membership subscription has not been paid by one month following the due date shall be deemed to have left the Club and shall cease to receive invitations to weekly online meetings. Their name and contact details will also be deleted from the Club membership database and they will no longer receive emails or other communications from the Club. Their membership of social media sites such as our Facebook page will also be terminated.
5. **SUBSCRIPTIONS:** the annual subscription per member will be decided by the administration management team before 1st January each year. There will be a fixed subscription payable in one sum the only concession being a proportional adjustment for any new member joining during the year. If any member has difficulty paying the subscription they should speak to the Treasurer, in confidence, to see if terms can be arranged.

6. MANAGEMENT:

- A. The Club shall be governed by an administration management team consisting of the following Officers: President, Club Secretary, Treasurer and a minimum of one and a maximum of three team members. All team members shall be proposed by the President and unanimously elected by the administration management team serving at that time.
- B. At their discretion the administration management team shall be empowered to invite an ordinary member to join the team either on a permanent basis or to fulfil a specific short term need.
- C. The administration management team will meet at least eight times per year to discuss actions, monitor progress to date and consider future developments. It is envisaged that all administration management team meetings will be held online but there may be face to face meetings from time to time. All meetings will be minuted with the agreed minutes being made available on the members section of the club website.
- D. Any meeting of the administration management team will be arranged to fit in with the availability of the team and will be chaired by the President. The meeting will be quorate with 60% of the team present. Each team member shall have one vote. In the event of a tied vote the President shall have the casting vote.
- E. The administration management team may invite club members who are not Committee members to Committee meetings when required.
- F. Once audited accounts are available and before 1st March following the 31st December each year the club will hold an Annual General Meeting. The meeting will be held online. An agenda will be provided no later than 2 weeks before the meeting. The meeting will allow the membership to ratify administration management team posts and the members holding those posts. It will also allow for team members with specific roles to report on activities for the previous year and put forward plans and ideas for the future.

7. FINANCES:

- A. The Club is non-profit-making and any surplus income or gains shall be reinvested in the Club. Surpluses or assets cannot be given to members or third parties.
- B. The Club financial year shall run from 1st January to 31st December. A Statement of Accounts shall be provided to the Administration management team by the Treasurer no later than 31st January following 31st December each year.
- C. The Treasurer is responsible for the safe custody of the Club funds. All Club funds shall be banked at a recognised bank or building society. The Treasurer may hold a fund of petty cash up to an amount determined by the administration management team. All expenditure must be approved by the administration management team.
- D. The following Officers shall be designated as authorised signatories for bank and building society accounts: President, Treasurer and one other.

Cheques must be signed by any two of the authorised signatories. Sign-off limits will be set by the administration management team.

- E. The administration management team, through the Club Secretary and Treasurer, is responsible for ensuring that the Club is adequately insured to cover Public Liability and property belonging to the Club.

8. ANNUAL GENERAL MEETING:

- A. The Annual General Meeting shall be held no later than 1st March following 31st December each year. A notice convening the meeting with Agenda shall be sent electronically to all paid up members at least fourteen days before the proposed date of the meeting.
- B. The purpose of the Annual General Meeting is to inform members of the state of the Club's finances and its condition through presentation of the statement of accounts, annual reports and minutes of the previous Annual General Meeting and to discuss and/or vote on any business which is the concern of the Club.
- C. Should any member not be able to attend the Annual General Meeting they may elect a proxy vote in advance to be added at the Annual General Meeting.
- D. The quorum for the conduct of the Annual General Meeting shall be one third of the total Club membership.
- E. Each member shall have one vote.

9. EXTRAORDINARY GENERAL MEETING:

- A. An Extraordinary General Meeting may be convened when the Committee deem it necessary. Notice of the meeting and the reasons for summoning it shall be sent to all members at least fourteen days before the proposed date of the meeting.
- B. Five members may in writing requisition the administration management team to convene an Extraordinary General Meeting for any purpose. The notice must set out the reasons for the request and be signed by all the members who have raised the issue of concern. The administration management team shall be required to summon such a meeting within two months of the receipt of such notice.

- 10. ALTERATION OF RULES:** no alteration of these rules shall be made except at the Annual General Meeting or an Extraordinary General Meeting specially convened for that purpose. Details of any proposed alteration must be circulated to all members. Any proposed alteration for consideration at the Annual General Meeting or an Extraordinary General Meeting must be forwarded to the Club Secretary in writing at least fourteen days before the meeting. No alteration of these rules shall be effective unless approved by a majority of those members at such meeting.

11. **LIMITATION OF LIABILITY:** all Club members and visitors are expected to act so as to minimise the risk of injury to themselves or any other person, or any items belonging to, or used by, the Club. The Club is not responsible for any items belonging to, or used by, a member or visitor. All Club activities are undertaken at the member's or visitor's own risk.

12. **DISSOLUTION OF THE CLUB:** if at any General Meeting a resolution for the dissolution of the Club is passed by a majority of the members present, a further Extraordinary General Meeting shall be convened not less than six weeks later, giving every member not less than four weeks written notice. At the Extraordinary General Meeting not less than half of the members must attend and not less than two thirds of such members must vote to confirm the resolution to dissolve the Club. If both meetings resolve to dissolve the Club, the administration management team must proceed to realise the assets of the Club and, after discharging all liabilities, donate all the remaining funds to other photographic clubs or suitable charities chosen by the members.

13. **OTHER MATTERS:** any matter not covered by this Constitution will first be resolved by the administration management team and then, where necessary, be put to the Club members for their decision.

This Constitution now supersedes all previous Wight Vision Camera Club, formerly Wild Wight Camera Club, Rules and Constitutions

Date of adoption: 1st January 2022

Signed – Karen-Jane Dudley, Club President

Signed – Dianne Wheeler, Club Secretary