



Davyhulme Camera Club

"Manchester's friendly photography club"

RULES

1. The Club shall be called "The Davyhulme Camera Club" and membership shall be open to anyone interested in photography or digital imaging.
2. The affairs of the Club shall be managed by a Committee, to be elected annually at the annual general meeting (AGM). The committee shall meet at suitable intervals as needed. The Committee shall be composed of the following: Chair, Secretary, Treasurer, Syllabus Secretary and Competition Secretary. The Committee may co-opt additional ordinary members as required. A Social Secretary, Accounts Examiner and Members' Representative are also elected, to support the committee.
3. Extraordinary General Meetings (EGM) may be convened on a written request, signed by five ordinary members and stating the object, and sent to the Secretary at least fourteen days before the date proposed. The Secretary shall then inform all the members.
4. At Committee meetings,
 - a) three plus a chairperson shall form a quorum, and at an EGM 50% of the Club's membership.
 - b) the Secretary shall keep minutes of all meetings and conduct the correspondence of the Club.
 - c) the Treasurer shall collect all subscriptions and monies owing after authorisation at the AGM. At the close of each year, a balance sheet shall be drawn up by the Treasurer and examined by the appointed Accounts Examiner.
5. For the protection of the Club, the following rules will apply,
 - a) the committee shall have the authority to expel or ask a member to resign, but the member shall have the right of appeal to an EGM of the Club, called for that purpose
 - b) the Committee can request a member to appear before it where there are serious accusations against that member. The member shall be given full and reasonable opportunity to put forward a defence and bring witnesses at a later meeting
 - c) all Committee proceedings, and any general meeting called at the request of a member under this rule shall be treated as privileged and confidential
 - d) the name of any member whose subscription is two months in arrears may be struck off the list of members by order of the Committee
6. Any member who causes the club to incur a financial penalty agrees to reimburse the club with the cost incurred.
7. The Club shall meet according to a schedule approved by the committee.
8. Application for membership should be made to the treasurer and is subject to election at an ordinary meeting of the Club, and to the approval of the Committee.

Rules Continued.

9. Membership categories.

- a) Ordinary member, someone who is able to participate fully in club activities
- b) Lifetime member, this may be granted by the committee
- c) Junior member, under the age of 18 years or in full time education
 - i. cannot vote on club issues
 - ii. has no claim on club assets should the club be dissolved
- d) Country member, as Junior plus
 - i. only open to an ordinary member who through a change of circumstances can no longer partake in club activities but wishes to remain involved with the club
 - ii. the fee for this membership category is based upon individual circumstances and decided by the treasurer

10. Membership fees and meeting levy.

- a) are fixed at and payable after the Annual General Meeting (AGM) each year
- b) are valid for a full calendar year
- c) members joining after 31st March pay a pro-rata rate as decided by the treasurer
- d) Junior members do not pay the meeting levy
- e) Payment options
 - i. full year single payment subscription, meeting levy paid
 - ii. annual fully inclusive subscription, no meeting levy due
 - iii. monthly fully inclusive subscription paid monthly on the 7th day by standing order directly into the club bank account

11. No member can take part in a club activity unless their membership is paid up to date.

12. Health and Safety, members must indicate their presence at meetings on the attendance sheet.

13. Members and visitors under 18 years of age must be accompanied at all club meetings and events by a parent, guardian, or an adult with the specific agreement of the parent/guardian. That person will always be responsible for their safety

14. Any member can introduce visitors to club meetings. Visitors shall pay the non-member meeting levy.

15. Prospective members can attend club meetings, before deciding if they wish to join.

16. A copy of these rules shall be given to each new member.

17. A member may resign at any time by notifying the Secretary in writing or email.

18. The Club can only be dissolved at an EGM called for that purpose in accordance with rule 3. Such a meeting shall appoint a Liquidator and decide upon the disposal of all assets.

19. All matters not covered by these rules shall be decided by the Committee and reported to the next AGM. No alteration of, or addition to, these rules shall be made except at the AGM or an EGM called in accordance with rule 3.