

# Stewartby Amateur Operatic and Dramatic Society



## CONSTITUTION, RULES and MEMBERSHIP APPLICATION

Please complete the membership application form on the back page and return it to the Society Secretary or Treasurer with your annual subscription.

The annual subscription charge for our following membership categories are shown on our website at [www.saods.org.uk](http://www.saods.org.uk)

singing or acting members

associate membership

There are also modest show fees for those members taking part in some of our shows, to cover expenses such as costumes and makeup.

# **Stewartby Amateur Operatic and Dramatic Society**

## **CONSTITUTION and RULES**

1. The society shall be known as STEWARTBY AMATEUR OPERATIC AND DRAMATIC SOCIETY (hereafter referred to as “the Society”).
2. The objects of the Society shall be to perform a musical or non-musical production at reasonable intervals of time, and to distribute a proportion of any profit which may be realised from the productions to such charities and in such amounts as the Society’s committee (hereafter referred to as “the Committee”) may decide.
3. The Honorary President’s and Vice-Presidents’ appointments shall be confirmed by a vote of the members of the Society (hereafter referred to as “the Members”) at the Annual General Meeting.
4. The offices of the Society shall be Chairman, Deputy-Chairman, Secretary, Treasurer, Publicity Manager, Business Manager and Social Secretary.

The producer and musical director for each show shall be appointed by the Committee, will be honorary members of the Society for the duration of their appointment and will be invited to committee meetings when required.

5. The officers, together with four elected members of the Society, shall constitute the Committee for managing the affairs of the Society. The Committee may appoint sub-committees which shall have the power to act in the best interests of the Society.

The Committee may appoint members to fill vacancies amongst officers or the Committee which occur between Annual General Meetings.

The Committee shall have the power to co-opt other members as necessary.

Whenever a member of the Committee has a personal interest in a matter to be discussed at a meeting he or she must:

(1) declare an interest before any discussion begins on the matter, (2) withdraw from that part of the meeting unless expressly invited to remain in order to provide information, (3) not be counted in the quorum for that part of the meeting and (4) withdraw during the vote and have no vote on the matter.

6. The Committee shall have the powers to confer honorary life membership of the Society.

7. The Committee shall meet at least 6 times a year and a quorum shall consist of five members of the Committee or at least 50% of the currently serving membership of the Committee.

8. Applications to join or re-join the Society shall be made to the Secretary, and shall be decided by the Committee. All such applications shall be judged on merit by the Committee, without discrimination of any kind, if the applicants desire to participate as singing members.

The conduct of any member of the Society considered to have brought the name of the Society into disrepute will be discussed in the first instance by the Committee with or without the initial knowledge, consent, presence or participation of the member. The Committee will decide upon appropriate procedures thereafter including discussions with the member in question and shall have the power to cancel that membership without refund of the subscription fee.

9. A casting committee consisting of the musical director, producer, Secretary and the Chairman or his deputy plus one invited guest shall have the power to select all the principals and chorus necessary for the year's production and their decision shall be final.

10. All members shall pay an annual subscription due after the Annual General Meeting, of such sum as determined by the Annual General Meeting. Payment of the annual subscription will confer membership of the Society, will provide the member with insurance cover whilst representing the Society and will contribute to the costs and expenses of the Society's productions. The subscription must be paid not later than 1<sup>st</sup> June each year. Anyone wishing to participate in auditions must be a paid up member and have attended prior rehearsals, the number of which will be decided by the committee for each show.

The Committee will decide if a show fee shall be necessary

11. The accounts of the Society shall be made up to the end of January each year and after being audited shall be presented for acceptance by the members at the Annual General Meeting.

12. The Annual General Meeting of the Society shall take place not later than March each year at which the following business will be transacted:

(1) to confirm the appointment of President and Vice-Presidents, (2) to elect officers and committee members, (3) to receive the annual report and audited accounts, (4) to receive the Committee's recommendation as to which musical or non-musical production shall be performed and to decide accordingly and (5) to transact any other business which the Chairman and Members present decide.

Only paid up members of the Society, including Associate Members, shall be entitled to vote.

A simple majority of the members present and voting shall decide any question proposed and seconded at the Annual General Meeting. The chairman of the meeting shall have the casting vote.

13. At least 14 days clear notice of date, time and venue of the Annual General Meeting shall be given in writing to the President, Vice-Presidents, patrons and members.

14. An Extraordinary General Meeting of members may be convened at any time on request by a minimum of 12 members, in writing, to the Secretary. At least 14 days clear notice of the date, time and venue of the EGM shall be given in writing to the President, Vice-Presidents, patrons and members. An EGM will be held within a reasonable time of the formal request from the membership.

15. These rules may be amended only by two-thirds majority of members present and voting at an Annual General or Extraordinary General Meeting called for the purpose of considering amendments to the rules.

16. Property owned by the Society: One member of the Committee shall have the responsibility of maintaining an asset register of key assets owned by the Society. The level of details for assets to be included shall be agreed by the Committee.

No asset which is included in this register shall be disposed of without prior approval of the Committee.

17. Winding up of the Society: If in the opinion of the Committee the Society is no longer viable and should be wound up, then an Extraordinary General Meeting shall be held and, if two-thirds of the Members present and entitled to vote pass the motion for the winding up of the Society, the Committee shall proceed to realise the property of the Society and, after all liabilities are discharged, any funds remaining shall be donated to such other amateur operatic societies or charities as the members of the Society deem suitable.

If the Society is wound up the members of the Society have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.



## Membership Application Form

Please insert your details below and return this form to the Society Secretary or Treasurer

Name: Mr / Mrs /Miss \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Membership: singing or acting / associate

Voice: soprano / alto / tenor / bass

In order that photographs may be posted on the internet your permission is requested: -

to agree to photographs including my image    
being displayed on the SAODS website yes no

to agree to my name being used on the    
SAODS web site yes no



