

# **Constitution of *Shadows and Light***

## **1. Name**

- 1.1 The name of the Club shall be "***Shadows and Light***" hereafter referred to as the Club.

## **2. Membership**

- 2.2 Membership of the Club shall be open to all.
- 2.3 The Club shall have at least 2 members. All members are required to pay a membership fee for the year. The Committee will set the annual membership fee.

## **3. Aims and Objectives**

- The aims and objectives of the Club shall be:
- 3.2 *Provide a platform for the improvement of arts and crafts within the community and the encouragement and development of all individuals*
- 3.3 *To encourage a team spirit in all events organized by the individuals of the club*

## **4. Committee**

- 4.1 The Club shall have a committee consisting of the following:
- (a) Chairperson
  - (b) Co-ordinator
  - (c) Secretary
  - (d) Treasurer
- 4.2 The role of the committee is to manage all aspects of the Club's administration.
- 4.3 No member of the committee, sub committee or any of the ordinary membership shall receive remuneration from the committee in money or monies worth with the exception of out of pocket expenses.
- 4.4 The committee will meet at least bi monthly
- 4.5 The chair shall have the power to call special meetings open to all members and can be held for the purposes of altering the constitution and for considering any matter that should be referred to the members in general. The chair should call a special meeting at the request of not less than *two* committee members or not less than four ordinary members.

## **6. Annual General meetings (AGM)**

- 6.1 The committee shall convene AGMs not more that 15 months after the previous AGM

6.2 The committee shall be given not less than 21 days notice by email of the AGM

**8. Finance**

8.1 The financial year shall run from 1<sup>st</sup> April to 31<sup>st</sup> March in the following year

8.2 The treasurer shall keep proper accounts of the finances of the group. All incoming funds shall be lodged without deduction to the group's bank/building society account. All monies raised by group shall be applied to further the aims and objectives of the group and for no other purpose. All deeds cheques, bills of exchange, etc, relating to the group's bank/building society account shall be signed by both the chair and the treasurer.

8.3 10% of all sales made directly through **Shadows and Light** will be paid to the group fund via the treasurer.

We certify that this is a current copy of the constitution of "**Shadows and Light**" which was adopted at an AGM held on May 1<sup>st</sup> 2016

Signed: Chairperson

*John Howles*

Signed: Treasurer

*Keith Tracy*

Version #1.1 (April 30<sup>th</sup> 2016)