

THE ARTS SOCIETY HASLEMERE

Constitution and Rules

1. Definitions

- (a) THE SOCIETY means THE ARTS SOCIETY HASLEMERE a charity registered under number 1151238 and formerly known as the Haslemere Decorative and Fine Arts Society (HDFAS)
- (b) THE ARTS SOCIETY means the umbrella organisation which THE SOCIETY is a Member of and affiliated to; THE ARTS SOCIETY is the operating name for the National Association of Decorative and Fine Arts Societies (NADFAS)
- (c) THE OBJECTS of THE SOCIETY mean:
 - i. the promotion and advancement of aesthetic education of the public in the cultivation, appreciation and the study of the decoration and fine arts including music and the written word
 - ii. the conservation and preservation of the artistic heritage of the United Kingdom and other countries for the benefit of the public;
 - iii. the advancement of the arts, culture and heritage, in particular, but without limitation, the decorative and fine arts
- (d) THE MEMBERS mean those persons who support THE OBJECTS and who have paid a valid subscription to THE SOCIETY or have been elected by THE COMMITTEE of THE SOCIETY as Honorary Members
- (e) THE COMMITTEE of THE SOCIETY means THE MEMBERS who are elected to the same at an ANNUAL GENERAL MEETING
- (f) THE OFFICERS mean the persons elected to serve as such by the MEMBERS
- (g) THE HONORARY OFFICERS mean those persons being a maximum of five at any one time elected by THE COMMITTEE from THE MEMBERS
- (h) THE ANNUAL GENERAL MEETING means the Meeting held at such time and at such place as shall be determined by THE COMMITTEE but shall normally be held in November of each year

2. The Powers

THE SOCIETY in furtherance of THE OBJECTS of THE SOCIETY through THE COMMITTEE shall have the following powers

- (a) To arrange lectures
- (b) To arrange study groups, tours and visits to private houses, museums, exhibitions and other places of interest to THE MEMBERS
- (c) To arrange exhibitions or artistic performances of an educational character designed to further THE OBJECTS of THE SOCIETY
- (d) To arrange and support voluntary preservation and recording work to further THE OBJECTS of THE SOCIETY
- (e) To purchase, take on lease, hire or otherwise acquired any real or personal property or premises including halls or lecture rooms and any rights, privileges or interests which THE SOCIETY may require to promote THE OBJECTS of THE SOCIETY
- (f) To subscribe, donate or guarantee money for any purpose connected with and calculated to advance THE OBJECTS of THE SOCIETY

- (g) To raise and utilise funds for the further care of THE OBJECTS of THE SOCIETY but without the power to pledge the personal liability of any Member for the repayment of sums borrowed
- (h) To undertake any other lawful activities in fulfilment of THE OBJECTS of THE SOCIETY

3 Membership

- (a) THE SOCIETY shall have Ordinary Members and may have Honorary Members if THE COMMITTEE so decides
- (b) THE COMMITTEE may elect up to five Honorary Members who are distinguished in the decorative and fine arts or who have done valuable work for THE SOCIETY. An Honorary Member may attend all meetings and events of THE SOCIETY in the same manner as an Ordinary Member but shall not be liable to pay a subscription nor be entitled to vote at any General Meeting of THE SOCIETY. An Honorary Member who at the time of election as such was an Ordinary Member may elect to remain an Ordinary Member as well and in the event shall continue to be liable to pay a subscription and entitled to vote at the General Meetings of THE SOCIETY
- (c) THE COMMITTEE shall decide on the number and admission of Ordinary Members. A waiting list shall be maintained for those persons applying for Membership in excess of the permitted number of Members
Persons on the waiting list will be admitted to Membership in strict order of the date of application, but in exceptional circumstances priority may be given at the discretion of THE COMMITTEE
- (d) Annual subscriptions for THE MEMBERS of THE SOCIETY shall be such sum as may be determined from time to time by THE COMMITTEE and shall be payable on 1st January in every year
 - i. Subscriptions for THE MEMBERS can be at levels lower than the full annual sum at the discretion of THE COMMITTEE for those joining during the year
 - ii. A Member whose subscription is not paid in full within 28 days of the due date shall thereupon cease to be entitled to rights and privileges of Membership but may at the discretion of THE COMMITTEE be reinstated on payment of all arrears
 - iii. THE COMMITTEE shall have power to charge an entrance fee for Membership of THE SOCIETY, additional to a Member's subscription
 - iv. THE SOCIETY will pay THE ARTS SOCIETY affiliation fee on 1st January of the calendar year for which it is due

4 The Officers

- (a) THE OFFICERS of THE SOCIETY shall be the Chairman, the Vice Chairman, the Treasurer and the Secretary. Neither the Chairman nor the Vice Chairman may hold office in such post for more than three consecutive years. The Treasurer and the Secretary shall not normally hold office for more than three years but THE COMMITTEE may extend this to ensure a smooth transition of responsibilities
- (b) ***The Chairman***
The Chairman, or in his/her absence an appointee of THE COMMITTEE, shall preside at all General Meetings and Committee Meetings of THE SOCIETY. The decision of the Chairman of the General Meeting upon any question of order, voting, adjournment of the Meeting or interpretation of the Rules of THE SOCIETY shall be final. The chairman of any Meeting shall have an additional casting vote in the event of equality of votes on any matter under consideration by THE SOCIETY. The Chairman shall attend and represent

THE SOCIETY at all General Meetings of THE ARTS SOCIETY or appoint a deputy to attend

(c) ***Honorary Officers***

THE COMMITTEE may appoint Honorary Officers who shall be a President and no more than two Vice Presidents in recognition of their services to the decorative and fine arts or to THE SOCIETY. These appointments shall be for a period of five years and may be renewed for a further term but no Honorary Officer shall hold that office for more than ten years in total. An Honorary Officer shall be entitled to all the rights and privileges of Ordinary Members except the right to vote at General Meetings

5 Committee

- (a) THE COMMITTEE shall manage the affairs of THE SOCIETY and administer its funds
- (b) THE COMMITTEE shall nominate annually persons to be THE OFFICERS for election at THE ANNUAL GENERAL MEETING to serve as THE OFFICERS
- (c) Any of THE MEMBERS of THE SOCIETY may propose and second a Member for election to THE COMMITTEE having first obtained that Member's consent. Any such nomination must be notified in writing to the Secretary of THE SOCIETY at least 35 days prior to the holding of THE ANNUAL GENERAL MEETING. THE COMMITTEE shall be elected at THE ANNUAL GENERAL MEETING and shall comprise of not more than 12 members which shall include THE OFFICERS
- (d) No Committee Member may serve for more than three years in a post, except with the approval of the Chairman or as provided for under 4(a) above
- (e) Casual vacancies amongst THE COMMITTEE during the year may be filled by THE COMMITTEE. Persons so appointed shall hold office until the next ANNUAL GENERAL MEETING after the appointment and shall be empowered to vote
- (f) THE COMMITTEE may co-opt up to four additional members to THE COMMITTEE. Co-opted members shall have the right to attend and speak at Meetings of THE COMMITTEE but not have the right to vote. Co-opted Members shall be appointed for a specific period not exceeding two years
- (g) THE COMMITTEE may appoint subcommittees accountable to it for such purposes as it determines
- (h) THE COMMITTEE may make regulations regarding the conduct of Meetings other than General Meetings, attendance of visitors, charges for visitors and otherwise for the regulation of THE SOCIETY's affairs
- (i) THE COMMITTEE shall meet as required and not less than four times each year. A quorum shall consist of over one half of the number of the elected members of THE COMMITTEE one of whom should one of THE OFFICERS

6 Finance

- (a) THE SOCIETY's financial year shall end on 31st August in every year.
- (b) An independent Financial Examiner shall be appointed at THE ANNUAL GENERAL MEETING, whose duties shall be to examine and report on the annual accounts of THE SOCIETY for submission to THE MEMBERS
- (c) THE COMMITTEE shall authorise its Officers to arrange payment and re-imbursement of expenditure on behalf of THE SOCIETY. The funds of THE SOCIETY will be paid into current, deposit or investment accounts in the name of THE SOCIETY with such banks, building Societies or investment institutions as THE COMMITTEE shall agree. Cheques and other instruments shall be signed by not less than two Officers or other signatories

authorised by THE COMMITTEE, provided always that one of the two persons signing cheques or other instruments shall be the Chairman or Treasurer

- (d) Payment for outings, study days or other events will be due at the time of booking and will not normally be refundable

7 General Meetings

- (a) The quorum for General Meetings shall be not less than a quarter of THE MEMBERS
- (b) THE ANNUAL GENERAL MEETING shall be held at such time and place as shall be determined by THE COMMITTEE. Written Notice, including the Agenda, the text and proposers and seconders of any Resolutions, shall be given 21 days before the meeting

The business of THE ANNUAL GENERAL MEETING shall be:

- i. To receive the Chairman's report on the activities of the past year
 - ii. To receive the examined Accounts of THE SOCIETY and report thereon
 - iii. To elect THE OFFICERS and THE COMMITTEE of THE SOCIETY
 - iv. To elect an independent Examiner of THE SOCIETY'S accounts
 - v. To consider any special Resolutions for which due Notice has been given
 - vi. Informally to discuss any other business with permission of the Chairman
- (c) Before THE ANNUAL GENERAL MEETING the list of THE OFFICERS for the ensuing year nominated by THE COMMITTEE and a list of candidates to fill the remaining places on THE COMMITTEE shall be posted by the secretary of THE SOCIETY on the notice board at the preceding Meeting of THE SOCIETY

The election of Officers and of THE COMMITTEE shall be by a show of hands unless there are more candidates than there are vacancies to be filled, in which case the relevant election shall be by ballot of those present at the Meeting

- (d) An Extraordinary General Meeting must be convened within 28 days at the request of THE COMMITTEE or at least 20 Members of THE SOCIETY. Resolutions to be considered must be given in writing to the Secretary, who will give all the Members 21 days' written Notice of the Meeting, stating time and place of the Meeting which shall be determined by the Chairman and the text of the Resolutions
- (e) Except under Rule 7 (c), voting shall be by a show of hands and by simple majority (abstentions, for the avoidance of doubt, not constituting a vote) save where an increased majority and/or majority of those present and entitled to vote is expressly required. In the event of equality of votes, the Chairman of the Meeting shall cast an additional vote. Proxy voting shall not be permitted. (Where an increased majority is required, the number of those in favour of the Resolution must exceed, by the required amount, the sum total of those against and any abstentions)
- (f) Notice of Resolutions to be brought forward shall be given in writing to the Secretary at least 35 days prior to the holding of a General Meeting. Any such Resolution shall have been duly seconded and shall be set forth in the Agenda with the name of the proposer and seconder. Save with the consent of THE COMMITTEE, a Resolution which does not comply with the foregoing may not be proposed at a General Meeting

8 THE MEMBER's details and General Data Protection Regulation (GDPR)

- (a) Members' details will be processed fairly and lawfully and in accordance with THE SOCIETY's legitimate activities and the laws governing protection of personal data
- (b) Members' details will be disclosed to THE ARTS SOCIETY and to other Member Societies, Area, or organisations affiliated to THE ARTS SOCIETY or THE SOCIETY

- (c) Members shall notify THE SOCIETY of any changes of address or other contact details that have been advised to THE SOCIETY

9 Amendment of Constitution and Rules

These Rules may be amended by a written Resolution of which due Notice has been given in accordance with Rule 7 (d) and 7 (f) passed at a General Meeting by at least two-thirds of the Members present and voting

10 Termination of Membership of THE SOCIETY

If the conduct or action of any Member shall, in the opinion of THE COMMITTEE, be injurious to or inconsistent with the character, objects or interests of THE SOCIETY, THE COMMITTEE shall, if requested, grant the Member a hearing before it. If the complaint is upheld, THE COMMITTEE may request in writing such Member to resign. Any Member so requested who does not resign within one month from the date of such a written request shall cease to remain a Member of THE SOCIETY

11 Winding up THE SOCIETY

If a Resolution to wind up the affairs of THE SOCIETY shall have been duly proposed and carried at a General Meeting (at which a representative of THE ARTS SOCIETY Trustee Board is present) by at least two-thirds of those present, so much of the assets shall be realised as may be necessary to discharge liabilities of the Society and all the remaining assets shall be made over to such one or more charitable institutions or other associations having charitable status with objects similar to those of THE SOCIETY as THE COMMITTEE shall decide

12 Withdrawal from THE ARTS SOCIETY

- (a) A representative of THE ARTS SOCIETY Trustee Board should be invited to a General Meeting at which withdrawal from THE ARTS SOCIETY is to be proposed
- (b) According to the Memorandum and Articles of Association of THE ARTS SOCIETY, six months' previous written Notice must be given to THE ARTS SOCIETY before a Member Society withdraws from THE ARTS SOCIETY
- (c) On withdrawal or termination of Membership by THE ARTS SOCIETY, THE SOCIETY shall cease to be entitled to the use of THE ARTS SOCIETY name and shall cease to be called the "THE ARTS SOCIETY HASLEMERE" THE SOCIETY shall return to THE ARTS SOCIETY all confidential documentation issued by THE ARTS SOCIETY

Interpretation

In these rules where the context admits the masculine shall include the feminine and the singular shall include the plural and vice versa. The decision of THE COMMITTEE upon any question of interpretation of these Rules shall be final and binding on all Members and guests of THE SOCIETY subject to the provisions of Rule 4(b) as to the General Meeting