

WALLINGFORD THAMES LADIES PROBUS CLUB

Club Constitution

1. Title

The Club shall be known as the “Wallingford Thames Ladies Probus Club”

2. Objects

- 2.1 The object of the Club is to promote opportunities for friendship amongst its members by arranging meetings and cultural activities.
- 2.2 The Club shall be non-political and non-sectarian.

3. Membership

3.1 The membership of the Club shall be open to retired and/or partially retired professional or businesswomen residing in this area of the Thames Valley.

- (i) its Founding Members;
- (ii) such other persons as shall be nominated by two existing members of the Club and approved by the Committee, whose decision shall be final.

3.2 Unless the Club shall decide otherwise, the total membership shall not exceed 50.

4. Administration and Committees

4.1 The Officers of the Club shall be:-

- (i) President,
- (ii) Vice president
- (iii) Past President
- (iv) Hon Secretary;
- (v) Hon Treasurer;
- (vi) Hon Programme secretary
- (vii) Lunch Secretary

Who, apart from the Past President, shall be elected at the Annual General Meeting of the Club held in July and shall serve for three years, with the exception of the president and Vice President who shall serve for 1 year in those positions. Any of the three Founder members may elect to stay on the committee if they wish to do so.

4.2 There shall be a Committee comprising the Officers and the Immediate Past President.

The Committee shall:-

- (i) be responsible for the general administration of the Club;
- (ii) control the finances of the Club and make recommendations concerning the annual subscription;
- (iii) organise Club meetings and social events;
- (iv) have power to co-opt and/or to fill any vacancy occurring pending the next Annual General Meeting;
- (v) be entitled to deal with any matter not otherwise dealt with in this Constitution
- (vi) be entitled to make recommendations to an Annual General Meeting regarding the appointment of a member as President of the Club for such period as the Committee think fit

4.3 The quorum at a Committee meeting shall be three, of whom at least two shall be Officers.

4.4 Subject to the prior approval of the Secretary, a member may invite a guest to attend any meeting or event of the Club.

5. General Meetings

5.1 The Annual General Meeting of the Club shall be held in July each year at which the following business shall be transacted:-

- (i) to receive reports from the officers;
- (ii) to receive and approve the accounts;
- (iii) to fix the annual subscription for the ensuing year;
- (iv) the election of the Officers and the other members of the Committee for the ensuing year;
- (v) the election of a President, if recommended by the Committee;
- (vi) the appointment of an independent financial examiner;
- (vii) to consider any amendments to this Constitution;
- (viii) any other business permitted by the President of the meeting.

5.2 An Extraordinary General Meeting may be called at any time by the Committee and shall be called by them at the written request of not less than ten members. Such request shall set out the nature of the business to be discussed at the Meeting.

5.3 Except in case of emergency, not less than 14 days' written notice shall be given of a General Meeting and such notice shall state the business to be conducted thereat.

5.4 No amendments shall be made to this Constitution other than by a majority of members present at a General Meeting.

'Any alteration to this constitution shall require thirty days' notice in writing to the committee who in turn shall give at least fifteen days' notice to members at a Monthly Meeting to consider the proposed amendment and approve it by a majority at an Annual General Meeting.'

6. Finance

6.1 One or more bank accounts shall be maintained in the name of the Club into which all monies belonging to the Club shall be paid. The operation of the accounts shall be in the hands of the Treasurer and cheques and/or instructions to the Bank shall require the signature of any two of the Officers, save for instructions to move monies from one Club account to another, which may be authorised by the Treasurer alone.

6.2 The accounts shall be made up each year to the 30th June and shall be duly examined by the independent financial examiner for presentation to the following Annual General Meeting.

6.3 The annual subscription shall become payable immediately following an Annual General Meeting. Any person not paying her subscription within 3 months of the due date shall cease to be a member. Members joining after the 31st December in any year shall pay 50% of the annual subscription.

'The income and property of the Club however derived shall be used towards the object of the Club. No portion thereof shall be paid or transferred directly or indirectly by way of a dividend or bonus or by any other means by way of profit to past, present or future Members of the club'

7. Dissolution

Any decision to dissolve the Club shall be taken only at a General Meeting and any resolution to that effect shall also determine to whom or to what any surplus assets of the Club shall be paid.

(Printed as approved at the First General Meeting of the Club on the 4th July, 2012)