

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 business-women 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 The total membership shall not exceed 60.

4. Administration and Committees

4.1 The Officers of the Club shall be:

- (i) President
- (ii) Vice President
- (iii) Immediate Past President
- (iv) Secretary
- (v) Treasurer
- (vi) Programme Secretary
- (vii) Lunch Secretary
- (viii) Social Secretary

Who, apart from the Immediate 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.

4.2 There shall be a Committee comprising the Officers as above.

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 four, to include either the President or Vice President.

(First approved AGM 4 July 2012; revised AGM 6 July 2016; revised AGM 4 July 2018; revised AGM 3 July 2024)

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; if the meeting concerned is a monthly meeting, the Lunch Secretary must also be consulted.

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 Officers;
- (v) the appointment of a financial examiner of accounts;
- (vi) to consider any amendments to this Constitution;
- (vii) any other business submitted by a member to the Committee one month prior to the Annual General Meeting.

5.2 An Extraordinary General Meeting may be called at any time by the Committee. Similarly an Extraordinary General Meeting may be called by the written request of no fewer than ten members of the Club. Such request shall set out the nature of the business to be discussed at the meeting.

5.3 Except in case of emergency, no less than 14 days' written notice shall be given for a General Meeting and such notice shall state the business to be conducted thereat.

5.4 Any business that is transacted at an Annual General Meeting may be transacted at an Extraordinary General Meeting. No amendment shall be made to this Constitution other than by a majority of members present at a General Meeting.

6. Finance

6.1 One bank account shall be maintained in the name of the Club into which all monies belonging to the Club shall be paid. The operation of the account 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 who have been previously approved by the bank. Payments shall be made by online banking, but card payment can be made on the day.

6.2 The accounts shall be made up each year to 31 May and shall be duly examined by the financial examiner for presentation to the following Annual General Meeting in July.

6.3 The annual subscription shall become payable immediately following an Annual General Meeting. Any person not paying her subscription within 2 months of the due date shall cease to be a member. Members joining after 31 December in any year shall pay 50% of the annual subscription.

6.4 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.