



# North Yorkshire Chorus

## **Constitution and Rules Approved at the AGM of 24<sup>th</sup> October 2020**

### **1. Title:**

The name of the Society shall be the North Yorkshire Chorus.

### **2. Aims and objectives:**

- 2.1. The aims and objectives of the Society shall be the study and practice of music in order to foster the public knowledge and appreciation of such music by means of public performance.

### **3. Membership:**

- 3.1. Membership shall be open to singing and non-singing members.
- 3.2. Persons wishing to become members shall provide a completed membership form to the Membership Secretary. Singing applicants may, at the committee's discretion, be required to attend for audition. All members shall be elected by the committee. Membership shall be effective on payment of the proportion of the annual subscription appropriate to the date of joining.
- 3.3. Members may pay either a full year's or half year's membership subscription. A subscription to cover either the full year or the first half of the year shall be payable from the first rehearsal of the choir year (usually in September) and must be paid by 31<sup>st</sup> October of that year. A subscription to cover the second half of the year shall be payable no later than 4 weeks after the start of the second half of the choir year. In addition, singing members shall undertake to pay hire charges for, or provide their own copies of, music for performance at concerts. Members who have paid the membership subscription shall be eligible to attend, speak and vote at any general meeting called during the part of the year covered by their subscription. They shall have similar rights in respect of the Annual General Meeting.
- 3.4. Singing members will be expected to be punctual and regular in attendance at rehearsals and concerts and to advise the Membership Secretary of any cause preventing attendance.

- 3.5. Singing members may be required to audition from time to time at the discretion of the committee.
- 3.6. Members will not normally be eligible to perform in a concert if they have missed more than three rehearsals for that concert. Attendance at the rehearsal immediately before a concert shall be obligatory for all participating members. Members who have not fulfilled these requirements may only take part in a concert by agreement of the Musical Director.
- 3.7. A member who intends to miss a concert and its rehearsals must inform the Membership Secretary.

#### **4. Management:**

- 4.1. The management of all the Society's activities and control of its finances shall be vested in a committee of at least three, and up to nine, members elected by and out of the membership of the Society at its Annual General Meeting. All committee members are Trustees of the choir.
- 4.2. The committee shall appoint from its membership a chairman, secretary, treasurer, Making Music representative and other officers as it sees fit. Committee members shall serve for one year and be eligible for re-election.
- 4.3. The committee may co-opt up to two further members from the membership of the society to fill vacancies. These co-opted members would require re-election at the next AGM.
- 4.4. The committee may appoint a Musical Director and accompanist or other officers as it sees fit. Holders of such appointments shall become ex-officio members of the committee on their appointment.
- 4.5. Ex-officio committee members are not Trustees. They shall be eligible to present, advise and to speak, but not vote, either at committee meetings or general meetings of the Society.
- 4.6. Non-singing members of the Society shall be eligible for election, or co-option, to the committee.
- 4.7. Vacancies which occur in the committee between Annual General Meetings may be filled by co-option, in addition to the numbers specified in Rule 4.3.
- 4.8. The committee may, by invitation, appoint a guest conductor for one or more rehearsals and concerts.
- 4.9. The committee may delegate specific responsibilities to individuals or groups, who may or may not be committee members, as it considers appropriate, but such delegation shall not include the power to enter into financial commitments without authorisation by the committee.

- 4.10. The minutes of committee meetings, budget forecasts and accounts shall be open to inspection, on request, by any member of the Society. Members are encouraged to put forward suggestions for consideration by the committee.
- 4.11. The conduct of rehearsals and concerts shall, subject to agreement by the committee, be in the hands of the conductor, chorus director or guest conductor.
- 4.12. Members will normally be expected to participate in meetings in person, but under unusual circumstances they may participate virtually (for example by internet, exchange of emails or by telephone)

## **5. Financial matters:**

- 5.1. The Society's financial year shall end on 31<sup>st</sup> July.
- 5.2. A banking account shall be opened by the Society and cheques shall be signed by any two of the Trustees authorised to do so.
- 5.3. The annual subscription for the Society shall be fixed by a resolution passed at the Annual General Meeting, to take effect immediately, but not retrospectively.
- 5.4. The committee shall have the power to remit part or all of the annual subscription in circumstances it considers appropriate.
- 5.5. The Society may receive donations, grants in aid or financial guaranties. Tickets for any or all of its concerts and other events may be offered for sale to the public.
- 5.6. The income and property of the Society, whensoever derived, shall be applied solely towards the aims and objectives of the Society as set out in these rules. No portion thereof shall be paid or transferred directly or indirectly to any member or members of the Society except in payment of legitimate expenses incurred on behalf of the Society.
- 5.7. The conductor, chorus director and accompanist may receive fees for professional services. Any such fees shall be agreed by the committee. The above mentioned, being ex-officio members of the committee, shall withdraw from any part of a meeting where such fees are the subject of discussion.
- 5.8. Professional soloists and musicians may be engaged for concerts for fees set by the committee.
- 5.9. In the event of the winding up of the Society any remaining assets, after all liabilities have been discharged, shall not be paid or transferred directly or indirectly to any member or members of the Society, but shall be transferred to a charitable organisation whose objectives are similar to those of the Society and whose rules preclude the distribution of income and assets among its members.
- 5.10. The Society's accounts shall be audited and submitted to the members at the Annual General Meeting or at an Extra-ordinary General Meeting.

## 6. General meetings:

- 6.1. Members shall be summoned to an Annual General Meeting within ten weeks of the close of the financial year for the purpose of receiving reports from the committee and its principal officers, for receiving and adopting the audited accounts, for appointing the auditor, for the election of the committee and to consider any other business placed on the agenda by the committee. The agenda will include any item submitted to the Secretary in writing at least twenty days prior to the Annual General Meeting and signed by not fewer than five members of the Society.
- 6.2. An Extra-ordinary General Meeting may be called by the committee at any time for the consideration of specific items. The committee is also required to call an Extra-ordinary General Meeting within five weeks of receiving a written request signed by at least twenty members, or one fifth of the membership of the Society, whichever is the smaller.
- 6.3. At least fourteen days' notice of any General Meeting shall be given by the committee, stating the date, time and place of the meeting and the agenda. Such notice shall be deemed to have been given if an announcement is made and a notice displayed at a regular scheduled rehearsal of the Society, or by notifying members by email or, if a member does not possess an email account, by post.
- 6.4. Members will normally be expected to participate in General Meetings in person, but under unusual circumstances they may participate virtually (for example by internet, exchange of emails or by telephone)
- 6.5. Procedure at General Meetings
  - 6.5.1 No business shall be transacted at any General Meeting unless a quorum is present.
  - 6.5.2 A quorum is:
    - (a) 3 members entitled to vote upon the business to be conducted at the meeting; or
    - (b) one tenth of the total membership at the time, whichever is the greater.
  - 6.5.3 If:
    - (a) a quorum is not present within half an hour from the time appointed for the meeting; or
    - (b) during a meeting, a quorum ceases to be present, the meeting shall be adjourned to such time and place as the Trustees shall determine.
  - 6.5.4 The Trustees must re-convene the meeting and must give at least seven clear days' notice of the re-convened meeting stating the date time and place of the meeting.

6.5.5 If no quorum is present at the re-convened meeting within fifteen minutes of the time specified for the start of the meeting the members present at that time shall constitute the quorum.

6.5.6 The Secretary or other person specially appointed by the committee shall keep a full record of proceedings at every general meeting of the Society.

**7 Alteration of the rules:**

**7.5** Any proposed alteration of the constitution and rules must appear on the agenda for a general meeting. Unless the proposal is sponsored by the committee, a copy of the resolution must be received by the Secretary at least twenty one days before the general meeting. A two thirds majority of those present and voting is required to pass any such resolution, providing that nothing therein contained shall have the effect of causing the Society to cease to be a charity.

**8 Interpretation:**

8.5 Any question arising as to the meaning of these rules shall be determined by the committee, and any function not specifically provided for in these rules shall be carried out by the committee provided that such actions are not inconsistent with the aims and objectives of the Society or with these rules.