



# EXETER & DISTRICT CALEDONIAN SOCIETY CONSTITUTION

Version Approved May 2010

## NAME

The Society shall be known as

*Exeter and District Caledonian Society.*

## OBJECTS

The object of the Society is to encourage and promote the culture and history of Scotland among residents of Exeter and District through gatherings and the teaching of Scotland's heritage and traditions.

## MEMBERSHIP

There will be two types of membership:

1. Ordinary Membership  
All persons connected with Scotland by birth, or, who have an immediate parent or grandparent who is a Scot by birth, shall be eligible as Ordinary Members.
2. Affiliated Membership  
All persons who are interested in the heritage and traditions of Scotland.

Candidates for membership shall be proposed and seconded by two members of the Society and elected by the Management Committee.

Every new member shall be informed of their election and receive a copy of the Society's Constitution.

## ANNUAL GENERAL MEETING

The Annual General Meeting of the Society shall be held in May of each Year. At least fourteen days notice of the date, time and place of such meeting shall be given to the members.

The business to be transacted at the Annual General Meeting will be to:-

- a. receive the report of the Management Committee.
- b. receive the Financial Statement.
- c. elect
  - i. the President
  - ii. the Vice Presidents
  - iii. the Honorary Secretary
  - iv. the Membership Secretary
  - v. the Honorary Treasurer
  - vi. the Society's Auditor
  - vii. the Committee Members.
- d. to transact any business which appears on the agenda.
- e. to transact any other competent business.

Ten members shall constitute a quorum at any General Meeting.

The Management Committee may, at any time, and the Honorary Secretary will, on receiving a requisition signed by at least seven members in good standing, convene a Special General Meeting for which at least fourteen days notice shall be given to members.

### **FINANCE**

The Financial Year shall be from 1<sup>st</sup> April to 31<sup>st</sup> March annually. The accounts of the Society shall be audited before being submitted to the Annual General Meeting.

All accounts must be paid by cheque signed by two of the following:-  
the President  
the Honorary Secretary  
the Honorary Treasurer

No expenditure shall be incurred without the sanction of the Management Committee.

### **SUBSCRIPTION**

The annual subscription will be agreed by the members at the Annual General Meeting. It will be payable in advance of the 1<sup>st</sup> May each year. There will be no refund of subscriptions.

### **OFFICE BEARERS**

The Office Bearers of the Society shall consist of a President, a maximum of three Vice Presidents, an Honorary Secretary, Membership Secretary and Honorary Treasurer, who shall be elected for one year at the Annual General Meeting. They shall retire annually and be eligible for re-election.

The Management Committee may appoint a substitute in the event of a vacancy occurring in the above named officers. This decision to be ratified at the next General Meeting of the Society.

### **MANAGEMENT**

The business and affairs of the Society will be managed by a committee known as the Management Committee. This Committee will consist of the aforementioned Office Bearers and up to three other members of the Society.

Only ordinary members shall be eligible to serve as Vice President or President.

The Committee shall meet as often as deemed necessary, and will be chaired by the President or a Vice President. Five members shall form a quorum.

The Committee shall have the power to co-opt a member to fill any vacancy which may arise, or for any special purpose.

Correct accounts and records of the Committee meetings, as approved by the Management Committee and the Honorary Auditor, shall be kept showing the financial affairs and intromissions of the Society.

### **DISCIPLINE**

Where a member is deemed to have brought the Society into disrepute by any act or omission, the Management Committee shall have the power to either expel or suspend such member or members from membership for such a time as they see fit, taking into consideration the nature of the conduct concerned.

Any such expulsion or suspension must be ratified at a Special General Meeting of members called for that purpose alone.

The member or members in question shall have the right to address the meeting to explain the act or omission leading to the expulsion or suspension and appeal against the Management Committee's action.

The Society shall not be responsible for any costs incurred by the expelled or suspended member/s in mounting any appeal.

### **ALTERATIONS TO THE CONSTITUTION**

No alteration to the Constitution shall be made, save by the concurrence of two thirds of those present at the Annual General Meeting or at a Special General Meeting called for that specific purpose.