



# THRAPSTON AMATEUR DRAMATIC SOCIETY

## CONSTITUTION

The Society shall be known as the Thrapston Amateur Dramatic Society.

### Aims

---

The object of the Society is to promote interest in drama among the community by presenting Theatrical Performances to the public, arranging Theatre visits, workshops and other events involving performing arts.

The society is open to all.

Any profits deemed to be surplus (at the AGM) may be nominated to Philanthropic or Charitable causes

### Structure

---

The Society shall consist of:

- 1) The President who is the titular head of the Society and when elected, shall remain in office until such time as the Annual General Meeting decides to make a change.
- 2) Vice Presidents
- 3) Chairman
- 4) Vice-Chairman
- 5) Hon. Secretary
- 6) Hon. Treasurer
- 7) Stage Manager
- 8) A Committee shall consist of the above plus 4 members together with the Director/Producer Manager of the current production.
- 9) Subscribing members

The Chairman and Vice-Chairman shall remain in post until such time as they are no longer willing to fulfil the role or the Annual General Meeting decides to make a change. On the appointment of a new Secretary or Treasurer, the previous post holders will assist the new member for an appropriate period of time. These posts are at the discretion of the full membership.

At the Annual General Meeting the following non committee roles will be elected by the membership:

- Press Officer
- Membership Secretary
- Web Master
- Health and Safety Officer

A subscribing member is any person who subscribes a membership fee to the Society. This fee is due at the Annual General Meeting and must be paid in full by the 1st September. All new members are required to pay the full membership fee when joining the Society.

A quorum for all meetings shall consist of five persons, as follows:

- a) Chairman or Vice Chairman, or a Committee member appointed previously to act as such by the Committee.
- b) Secretary or a Committee member appointed by the Secretary to act and speak on his behalf, who is in possession of all relevant documents pertaining to the business of the meeting.
- c) Any three other officers or Committee members.

## Operation

---

The general running of the Society will be controlled by the Committee who will take all decisions necessary for play performances to be staged.

No member of the Society will receive payment, directly or indirectly, for services to the Society except for legitimate expenses incurred in its operations as agreed by the Committee.

In the event of the dissolution of the Society, the remaining funds will be devoted to objects similar to those of the Society, as directed by the Committee.

## Meetings

---

A General Meeting will be held at least once a year, as soon as possible to the close of our financial year.

The Secretary will be responsible for producing and distributing an agenda for the Annual General Meeting to all members at least 14 days before the meeting.

The Treasurer will be responsible for a complete financial statement for presentation at the Annual General Meeting.

Cheques from the Society must be signed by two Officers, namely the Treasurer and any one of either the Chairman, Vice-Chairman or Secretary.

Members meetings may be held as and when required.

In the event that an emergency decision on any matter concerning the Society is required, the Officers of the Committee may call an Extraordinary General Meeting. This meeting will limit its discussions to the single matter under consideration.

The Committee shall have powers to co-opt members to the Committee who they feel have specialist knowledge of great use to the Society, or if they hold positions to do with a forthcoming production. They will be asked to give their views but will not be allowed to vote. Holders of positions to do with specialism will be sent an agenda and an invitation to attend a Committee meeting where anything concerning their specialist knowledge is to be discussed.

Social meetings of the full membership to be held quarterly.

The Constitution can only be amended by a 75% majority of the membership at the Annual General Meeting, written proxy votes will be accepted.

Miranda Case, Liz Treacy, Simon Smart and Pat Garton

**14th July 2014**