

LYNDEN PLAYERS' CONSTITUTION 2016-17

The name of the Society is Lynden Players

AIMS

The Society aims to

1. Produce drama for public performance
2. Take drama to the wider community
3. Develop all aspects of theatre craft

EXECUTIVE COMMITTEE

1. The Executive Committee consists of the three officers of the Society plus three elected members and up to three further elected members. Members are elected at the Annual General Meeting. All nominations require the nominee's consent.
2. The Officers are the Chairperson, Honorary Secretary and Honorary Treasurer. The Chairperson may hold office for a maximum of two consecutive years; all other committee members may hold office for a maximum of three consecutive years. All being eligible for re-election after a further year.
3. The committee has the power to co-opt two additional members.
4. A Quorum for a committee meeting is five, one of whom must be an officer. Any vacancy arising during a year will be filled by co-option.
5. The committee must meet at least four times a year.
6. The Honorary Secretary shall minute the Committee Meetings, these minutes to be made available to members.
7. No more than one member of the same family should be a signatory of the committee.

ANNUAL GENERAL MEETING (AGM)

1. This will be held in September.
2. The Honorary Secretary will give at least two weeks' notice of the meeting.
3. A quorum is one quarter of the membership of which two must be officers.

EXTRAORDINARY GENERAL MEETING

1. The executive committee or any ten members may call such a meeting.
2. The Honorary Secretary will give at least two weeks' notice of the meeting
3. A quorum is one quarter of the membership of which two must be officers

ALTERATIONS TO THE CONSTITUTION

Any proposal to change the Constitution must be submitted in writing to the Honorary Secretary, by at least two members and not less than two weeks before the AGM or be presented by the Committee in the notification of the General Meeting

FINANCIAL MATTERS

- 1. The Society's Financial Year will end on 31st July**
- 2. The Honorary Treasurer should provide the committee with a financial report at each committee meeting. A balance sheet and profit and loss account will be prepared for the Annual General Meeting**
- 3. A verifier who may or may not be a member of the Society will be appointed by the committee to verify the accounts**
- 4. The Society's financial arrangements are entrusted to the Executive Committee**
- 5. No member should order goods in the name of the Society, without the authority of the Committee.**
- 6. In the event of the dissolution of the Society, any remaining funds will be given to Societies with similar aims**
- 7. Guidelines for the production budget should be considered by the Director, Producer, Treasurer and other appointed committee members at the outset of a production. These should be reviewed constantly.**
- 8. The annual subscription will be fixed and become due at the annual general meeting.**
 - a. Membership will be in the following categories.**
 - Under 18 and students up to age 21**
 - Adults**
 - Over 70s and Life Membership**

In addition to the basic annual subscription, adults performing in a production will pay a show fee, due within the first two weeks of rehearsals. The show producer will be responsible for collecting the show fees. The show fee for the next 12 months will be set at the AGM.

- b. Any member not paying their subscription by 30th November is deemed to have left the society**
- c. Children under 5, whilst not eligible for membership, may take part in the Society's activities.**