

Castlecaulfield Horticultural Society Constitution

1. The name of the society

The name of the Society shall be Castlecaulfield Horticultural Society

2. Objects of the Society

The objects of the Society shall be to:-

- encourage the growing and cultivation of flowers, fruit, vegetables
- promotes domestic skills, crafts and photography.
- to achieve these objectives the Society will organize lectures, discussion groups and an Annual Show.

3. Membership

Membership of the Society shall be open to anyone interested in gardening within its defined constituency.

4. Officers of the Society

The officers of the Society shall be a Chairperson, Vice Chairperson, Treasurer, Secretary and Funding Secretary and such other offices as shall be deemed necessary and no one individual shall hold more than one office at a time.

5. Election of officers

The officers shall be elected at the Annual General Meeting of the Society and shall hold office until the end of the next Annual General Meeting.

6. Conduct of the Society's affairs

The affairs of the Society shall be conducted by a Committee consisting of the Chairperson, Vice Chairperson, Treasurer, Secretary and Funding Secretary.

7. Ordinary meeting of the Society

The ordinary meetings of the Society shall be held in accordance with a programme for the year which shall be drawn up by the Committee and issued to all members of the Society as of before its Annual General Meeting.

8. Financial Year

The Society's financial year shall end in September.

9. Annual General Meeting

An Annual General Meeting of the society shall be held in the month of January in every year for the purpose of:

- Approving the Committee's Annual Report on the work of the Society during the preceding year.
- Electing officers for the forthcoming year.
- Approving financial statements signed by an Auditor.
- Electing an Auditor for next year.
- Considering any motion which has been notified to the Secretary of the Society at least 28 days prior to the date of the AGM and which has been circulated to all Members.
- Nothing any other matters for consideration by the Committee.

10. Extraordinary

The Committee has the power to convene an Extraordinary General Meeting of the Society at any other time and must do so within 28 days of receiving a written request signed by 3 members. Notice in writing must be sent to all members not less than 14 days before such a meeting informing them of the date, venue and purpose of the meeting. No business other than detailed in the notice shall be transacted at an Extraordinary General Meeting.

11. Method of Voting

Voting at all meetings shall be by show of hands unless the Chairman directs that a secret ballot taken.

12. Subscription

The annual subscription shall be decided by the Committee and notified to all members at least 14 days in advance of the Annual General Meeting. Annual subscriptions are payable at the AGM and shall be due no later than 28 days from the date of the Annual General Meeting. New members joining after January shall be deemed to have paid subscriptions up to the end of the next financial year.

13. The Society's Funds

All subscriptions and other money's shall be passed to the Treasurer who shall be responsible for all of the society's funds, for keeping accounting records thereof and presenting the accounts for audit at the end of the financial year. All sums received by the Treasurer on the Societies behalf shall be paid into the Society's bank account and all cheques drawn on that account shall be signed by any two nominated officers, one of whom shall be the Treasurer. The funds of the Society shall be used solely for further the objects of the Society and only in the ways sanctioned by the Committee.

14. Appointment of an Auditor

An Auditor shall be elected at every Annual General Meeting to serve until the next Annual General Meeting and shall be eligible for re-election. No Committee Member shall be eligible to act as Auditor.

15. Death or Resignation of Committee Members

If any Committee member shall die or resign before the expiration of their term of office, the Committee may fill the vacancy if they see fit, but the Person so appointed shall retire at the time when their predecessor would have retired.

16. Alteration of Constitution

This constitution may only be amended at an Annual General Meeting or an Extraordinary General Meeting and then only if notice of the proposed amendment has been notified to all members not less than 14 days before the meeting.

17. Winding-up the Society

A decision to wind-up the Society shall only be taken at an Annual or Extraordinary General Meeting which is attended by a minimum of half the total membership. There must be a majority vote in favour of the proposed to wind-up the Society's by those attending the meeting. In the event that the decision to wind-up the Society is agreed, the meeting shall then go to appoint a Committee of not less than three and not more than seven individuals. After making provisions for all outstanding liabilities of the Society, the Committee may transfer the remaining property and funds to such other charity which in their view has similar purposes and objects as those of the Society as they see fit.

18. Other Matters

Any other matters for which provision is not made in the constitution shall be dealt with by the Committee as its discretion and shall be reported to the next Annual General Meeting for endorsement of further direction.

19. Expulsion Clause

Any member can be expelled from the Society for misconduct, which has been agreed by a majority 2/3 member vote.