

**2024 Draft Constitution of
Callander Amateur Operatic Society**

1. **Designation.**
The Society will be called " Callander Amateur Operatic Society", hereinafter referred to as "The Society".
2. **Objects.**
The objects of The Society will be the study, performance and appreciation of musical plays and light operas, and the encouragement of the public in the appreciation of music and light opera in all its forms.
3. **Session**
A Session shall be defined as a twelve-month period running from 1st July to 30th June. The Current Session will run from 1st July in the current year to 30th June the following year.
4. **Membership.**
Members will be those persons aged 16 years and over who have, where applicable, paid the annual subscription fee. The Membership year will run from 1st July to 30th June.

There will be three forms of Membership:

- 4.1. **Performing Members** – those who intend to perform in the productions put on by The Society during that year
- 4.2. **Non-performing Members** – those members who do not intend to perform in that year's show, but wish to be associated with The Society and to help out in various ways
- 4.3. **Honorary Members** – those members, The Society has decided, at an Annual General Meeting (AGM), should be recognised for past service to The Society. If an Honorary Member decides to perform in the current session, they will be treated in all respects as a Performing Member during that session. Thereafter, if not performing, they will revert to the status of an Honorary Member.

Unless otherwise specified, the term "Member" will cover all classes of membership.

5. **Membership Fees.**
The annual membership fees will be such sums as are decided upon at the AGM and may be paid in two instalments; first payment due by 31st October and the second by 31st January.
6. **Management of The Society**
 - 6.1. **Office Bearers.**
The office bearers will consist of President, Vice-President, Secretary and Treasurer.
 - (a) President. The President will be elected annually at a General Meeting of The Society and will serve for a maximum of three consecutive years.
 - (b) Vice-President. The Vice-President will be elected annually at a General Meeting of The Society and will serve for a period of up to three years, with a view to assuming the position of President at the termination of the period of office of that official.
 - (c) Secretary. The Secretary will retire annually but will be eligible for re-election.
 - (d) Treasurer. The Treasurer will retire annually but will be eligible for re-election.

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6.2. Management Committee.

The business of The Society will be managed by an elected Management Committee (“The Committee”) consisting of The President, Vice-President, Secretary and Treasurer, together with not more than six, and not fewer than four other members. The elected members will each serve for two years. Up to three elected members must retire annually but may be eligible for re-election. No member will be elected to the Management Committee unless present at the General Meeting at which the election is made, or unless the consent of that member has already been obtained.

6.3. Committee Meetings.

The President, whom failing the Vice-President, shall preside at all meetings of The Committee. In the absence of both the President and Vice-President, the meeting will elect its own Chairman.

Five members of the Management Committee will constitute a quorum.

At all meetings the President shall have a deliberative, as well as a casting vote. The Committee will have the power to co-opt a member to fill any vacancy, but the co-opted member will offer him/herself for re-election at the next AGM. The Committee will have the power at any time to appoint sub-committees for specific purposes, with or without powers.

The Secretary will keep a record of all Minutes of all the proceedings of The Society and The Committee; conduct all the correspondence of The Society; and call meetings in connection with The Society.

7. Finance.

The funds, property and assets of The Society will be vested in The Committee in trust for The Society. All monies will be lodged in a bank in an account(s) in the name of The Society. The bank account(s) will be operated by the Treasurer, together with either the President or the Secretary.

The Treasurer will keep a record of all transactions and intromissions with the funds of The Society. The Society's financial year will be deemed to end on 30th April annually. The Treasurer's record of the intromissions of The Society's funds will be audited as agreed by the Management Committee.

For the avoidance of doubt, no purchases of items or services may be made on behalf of The Society without the prior approval of The Committee.

Performing Members of The Society will jointly and severally accept responsibility for the whole management of the Society, and for any financial loss which may be incurred. The funds of The Society will be applied for the stated objects of The Society. In the event of The Society, for any cause whatsoever, being wound up or dissolved the whole of the funds remaining after payment of all debts due by The Society will be disbursed to Local Charities as decided by the Performing Members of The Society.

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8. General Meetings.

The Annual General Meeting (AGM) of The Society will be held in May each year or as soon thereafter as may be practical to receive the report of The Committee and the Treasurer; to elect Office Bearers and members of The Committee; and to transact any other competent business, all voting to be as described in Section 7.

Any business which members wish to have raised at the AGM may be intimated to the Secretary no later than 30th April, for intimation to Members in advance of the Annual General Meeting. This does not preclude Members from raising any matter during the course of the AGM which has not been previously intimated to the Secretary.

Special General Meetings of The Society may be called by authority of The Committee or on demand by not less than twelve Members, who shall sign and deliver to the Secretary a requisition stating distinctly the business to be brought before the meeting. On receipt of such a requisition the Secretary shall call the meeting, which must be held within fourteen days of receipt of such notice. A minimum of seven days notice shall be given of all General Meetings. One third of the Members will form a quorum at any General Meeting.

Voting at all General Meetings of The Society will be by show of hands or by ballot, at the Chairman's discretion. All classes of Membership shall have the right to vote at General Meetings.

9. Selection of Producer and Musical Director

The Committee shall be empowered to select the Producer and Musical Director for the next production at any time throughout the year. In doing so, The Committee shall pay heed to the views of Members, but not be bound by them.

10. Selection of Work to be Performed

Suggestions of work to be performed in the following Session, can be made by any Member of The Society. The suggestions should be in the hands of the Secretary by 31st October in the Current Session. These suggestions will be investigated and considered by The Committee. In doing so, The Committee will seek advice and guidance from the Musical Director and Producer. The Committee will then present not fewer than three of the original suggestions, these being voted on by Performing Members for their final choice. In order that the chosen show may be highlighted in the current show's programme, the vote by current Performing Members will be made by mid-February of the Current Session.

11. Attendance at Rehearsals.

A record of attendance of Performing Members at rehearsals will be kept and The Committee will have the power to prohibit any Performing Member who fails to attend four consecutive rehearsals, or whose attendance is less than 75% of the possible, from taking part in the performance of the work in preparation unless a satisfactory ~~prior~~ explanation has been given to the Secretary.

The Committee will also be empowered to prohibit from taking part in auditions for any production, any Member who has failed to attend a minimum of three rehearsals prior

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to the date of these auditions, unless a satisfactory ~~prior~~ explanation has been given to the Secretary.

The Committee will also be empowered to exclude any Performing Member who, having attended rehearsals and taken part in auditions without success, subsequently fails to take any further part in the production under rehearsal unless a satisfactory ~~prior~~ explanation has been given to the Secretary. Such Members will also be precluded from participating in the auditions for the following year's production.

The above will also apply in respect of any concerts which may take place during the period.

12. Selection of Cast

The cast of any production will be selected, following auditions, by the Selection Committee, consisting of the Producer and Musical Director, together with three appropriate Members of The Society, all voting. Ideally, such Members will be Office Bearers or members of The Committee. In the event of any or all of the Office Bearers and/or Committee members, auditioning, each may be replaced on the auditioning committee by a nominated, non-auditioning Member of The Society

The Selection Committee will have the power to revise the cast if any Member to whom a character has been assigned shall, in the opinion of the Production Officials, prove unsuitable for the part.

13. Expulsion of Members

The Committee will have the power to remove from the list of Members the name of any Member(s) who has persistently neglected the work undertaken by The Society and the name of any Member whose conduct they consider is likely to endanger the welfare of The Society.

14. Obligation of Members

Members, by virtue of their membership, are expected to assist in all aspects of the production in hand. This may include the preparation of scenery, the setting up of the stage, hall, dressing rooms and front of house areas, and also the clearing up of the premises following the production.

In addition, Members are expected to assist at all fund-raising and other events as may be organised.

15. Alterations to Constitution

No alteration(s) to the Constitution shall be made except at an Extraordinary or Annual General Meeting, and not unless twenty one days prior to such a meeting a written notice of the proposed alteration(s), or of one substantially to the like effect, shall be given to the Secretary, who shall give fourteen days notice thereof to the Members. The resolution embodying such proposed alteration(s) shall be carried by a vote of at least two thirds of the votes recorded thereof at the meeting.