

Southport MovieMakers

Rules

The aims of the Society are to provide members with facilities for the furtherance of their knowledge of and for the general encouragement in the technical and artistic aspects of film making; either with conventional cine film or video. This end to be achieved by the making and showing of films and by any other means.

1. **Name.** The name of the Society shall be Southport MovieMakers
2. **President** The President shall be the Vicar for the time being of St James Church, Birkdale.
3. **Management** The general management of the Society shall be vested in a Committee consisting of Chairman, Hon. Secretary, Hon. Treasurer and not less than three and not more than six other Committee members to fill such positions as the Committee may recommend and/or the meeting deem necessary elected by members of the Society at the Annual General Meeting. The total number of Committee members to be decided at each Annual General Meeting. Additional Officers without Committee membership may be appointed by the Committee to fill any posts considered necessary.

The Annual General Meeting is to be held each year not before 1st April and not later than 31st May, of which seven days clear notice may be given by a circular to each member. The President should take the Chair. If not available, a Chairman shall be elected by the meeting, for the meeting.

The Committee shall appoint or dissolve such sub-committees as it may deem necessary from time to time.

A quorum of the Committee shall consist of at least one half of the members of the Committee

4. Procedure for Election of Committee

- a) No Committee member shall serve more than three consecutive years, and members retiring under this rule shall not be eligible for re-election for a period of twelve months, unless there are insufficient nominations. This rule will not apply to the Hon. Secretary or Hon. Treasurer during the term of their office, but their service on the Committee during their office shall be counted, following the termination of their office, for the purpose of this rule.
- b) The retiring Hon. Secretary or Minute Secretary shall take the minutes throughout the meeting.
- c) The Officers shall be elected individually, followed by the other Committee members.

- d) The Chairman shall call for nominations in each case. Nominations may be in writing to the Hon. Secretary or may be made verbally at the meeting provided that the member approved.
- e) Each nomination must be proposed by voting members of the Society. Written nominations must be signed by the proposer and seconder and countersigned by the nominee and should stipulate the Committee post/s intended. A member may be nominated for more than one post by the same or different proposers and seconders, but once elected all his/her remaining nominations shall be withdrawn.
- f) Any member not able or prepared to devote the time necessary for proper service on the Committee should declare himself or herself not prepared to stand on or before being proposed.
- g) When sufficient candidates have been proposed and seconded and there are no more nominations, the Chairman shall read out the list of nominations and ask for a proposer that the list be closed. When proposed, seconded and carried, he must declare the list closed and proceed to voting.
- h) Election to the Committee shall be by a show of hands unless a request for a secret ballot is supported by a majority of the members present.
- j) Candidates may vote for themselves. Each member may give one vote for each of up to the total number of members to be elected.
- k) Votes should be counted by the Chairman and other impartial persons specified by the Chairman.
- l) In the event of a vote being undecided because of an equal vote the two (or more) members concerned must retire from the meeting and the Chairman should take a vote by show of hands. He has the casting vote if necessary.
- m) Before a vote upon who should be elected where there are multiple candidates each candidate shall be given up to three minutes to state why they should be elected and what skills/knowledge they would bring to the role.

5. Duties of Chairman

The Chairman shall

Chair Committee meetings

Speak on behalf of and represent the Society at formal functions.

6. Duties of Hon. Secretary

The Hon. Secretary shall deal with all general correspondence of the Society and be responsible to and act under the direction of the

Committee. Either the Hon. Secretary or Minute Secretary where one is appointed shall keep the Minutes of all Committee and General meetings.

7. Duties of Hon. Treasurer

The Hon. Treasurer shall give receipts for all subscriptions, shall keep all accounts, shall have charge of all Society money, subject to the direction of the Committee, and shall present at the Annual General Meeting of the Society the annual Income and Expenditure account and Balance Sheet made out to 31st August.

8. Membership

- a) The number of members may be limited by the Committee. The minimum age shall be 16 years or at the discretion of the Committee.
- b) Classes of membership shall be as follows:
 - i. Full members who shall be entitled to vote and enjoy the full facilities of the Society.
 - ii. Country members who may be elected at the discretion of the Committee but shall not be entitled to vote, will enjoy such facilities as may be laid down by the Committee.
 - iii. Honorary members who shall be elected by the Committee shall not be entitled to vote unless they have previously been full members, but shall otherwise enjoy the full facilities of the Society.

9. New Members

Intending members should preferably be proposed and seconded by members of the Society. They should sign the Application form agreeing to abide by the Society's rules and this form should be handed to the Hon. Secretary. The Hon. Secretary will bring the application before the next Committee meeting. Election of members by the Committee shall be by show of hands. The Committee reserves the right to refuse membership and shall not be called upon to give any explanation.

10. Subscriptions

The subscription for Full and Country members shall be fixed by the voting members at the Annual General Meeting. A reduced subscription may be fixed for:

- a) Members under the age of 21 years
- b) Members spouses or partners
- c) Members joining during the year

11. Payment of Subscriptions

The annual subscriptions are due immediately following the Annual General Meeting in respect of the financial year ending 31st March then following. Any member whose subscription remains unpaid on 31st October shall be notified in writing by the Hon. Treasurer that if his subscription is still unpaid after one month from the date of notification membership shall be withdrawn, provided that a member who pays one half of the subscription not later than 31st October shall remain a member provided that he or she pays the remaining half not later than 31st January.

12. Finance

- a) The funds of the Society will be applied solely to the production, presentation and appreciation of audio-visual techniques, and for the purchase of equipment for such purposes.
- b) Members will not receive payment either direct or indirect for anything except legitimate expenses incurred in the Society's work.
- c) In the event of dissolution, any excess of assets over liabilities will be donated to St James's Church.

13. Power to Borrow

The Committee may borrow money for the purpose of the Society from any person or persons whether members or otherwise on such terms as they think fit provided that no Officer or member/s shall be under any personal liability to lenders in respect of money so borrowed either as regards payment of interest or repayment of capital.

14. Control of Members

- a) The committee has power to suspend or expel any member or members whose conduct is calculated to endanger the interests of the Society but any member can claim the right of appeal against suspension or expulsion before a General Meeting of the Society.
- b) Any member negligently or wilfully damaging or mislaying the property of the Society or property on loan to the Society shall be required to make good the same.

15. Additional Regulations

The Committee shall be empowered to make such Byelaws and Regulations from time to time as they deem advisable in the interests of the Society and all such shall be considered binding on every member until revoked by a General Meeting or by the Committee.

16. Alteration of the Rules

No alteration of these rules shall be admitted except at a General Meeting and provided that the proposed alteration of rules be stated in the Notice convening the meeting.

17. Extraordinary General Meeting

An Extraordinary General Meeting may be called

- a) By a resolution of Committee
- b) On a requisition of at least five members entitled to vote who shall state their objects in writing to the Hon. Secretary.

Such meeting shall be held within 28 days of the resolution or requisition being made, and no extraneous business shall be introduced. Seven days' notice shall be given to each member. A Chairman shall be elected by the meeting for the meeting.

18. Extraneous Matters

The Committee has the power to deal with any matter not provided for in these rules.

As amended by EGM on

21 Nov 2002

And by EGM on

9th & 30th April 2015 (4m added)