

PLYM VALLEY VOICES

CONSTITUTION

TITLE

The choir shall be called the 'Plym Valley Voices'.

OBJECTIVES

The objectives of the Choir shall be the study and performance of Choral Music of all types, with a view to cultivating and encouraging public appreciation.

MEMBERSHIP

The Choir shall consist of fully paid up members. The Musical Director and the Accompanist shall be deemed to be full members.

FUNDS

The funds of the Choir shall be applied solely to those objectives stated, or to such charitable organisations, as the Committee shall deem appropriate. All funds shall be controlled by the committee and deposited in an accredited bank or building society in the name of 'Plym Valley Voices'. The signatories shall be the Treasurer and two other elected Officers/Committee members, of which, any two are required to sign on behalf of the Choir. All dealings in relation to the finances of the Choir shall be in accordance with the guidelines set out in the document entitled 'Good governance' (copy available on request) and is deemed to be an integral part of the constitution. No member of the Choir, with the exception of The Musical Director, Accompanist or their approved stand-in, shall receive payment, directly or indirectly, for services rendered, other than legitimate expenses incurred.

MANAGEMENT

The Choir shall be managed by a Committee of four members, appointed annually, together with the following officers, Chairman, Treasurer and Secretary and ex-officio Public Relations Officer, Social secretary, Musical Director and Accompanist. Any assistant posts shall be appointed by the Committee from its own elected membership. The Committee shall have the power to co-opt other members as it may think fit on a short-term basis. The term of office for the Chairman, Secretary and Treasurer will normally be three years.

COMMITTEE MEETINGS

The first Committee Meeting shall be called within 28 days of the AGM, and thereafter at least once every term. Other meetings may be called as and when necessary at the discretion of the Chairman and Secretary. A Quorum must include the Chairman, Secretary (or their appointed assistants) and not less than three of the elected members.

MUSICAL DIRECTOR & ACCOMPANIST

The Musical Director and Accompanist shall receive such remuneration and expenses, as is mutually agreed by them and the Committee. Their appointment shall be at the discretion of the Committee and reviewed annually.

MEMBERSHIP

The Election and expulsion of Choir members shall be at the discretion of the Committee. New members may be required to audition. Their musical ability is to be decided by the Musical Director, whose decision shall be relayed to the Committee for action, dependent upon ability,

current vacancies or any other relevant factors. An up to date register of the Membership shall be maintained. A copy of this constitution shall be given to all members. Paid up membership of the Choir shall imply acceptance of such.

SUBSCRIPTIONS

Subscriptions shall be paid by all members, the amount to be decided annually by the Committee. Payment may be made annually or termly. The Committee shall have the power to suspend any member whose subscription remains unpaid. It is within the powers of the Committee to waive or defer payment in the case of genuine financial hardship.

ACCOUNTS

The financial year shall end on December 31st each year. The accounts shall be prepared by the Treasurer, to be verified by an external auditor, then for presentation to, and approval by, the Choir at the AGM.

GENERAL MEETING

The AGM of the Choir shall be held within three months of the end of the financial year. An Agenda shall be given to all members at least two weeks prior to the date of the meeting. The Accounts for the past year shall be submitted for approval as above together with a Chairman's and Musical Director's Report. An election of the Committee shall take place by secret ballot if necessary. Any other business, only if previously notified to the Chairman, may also be transacted.

EXTRAORDINARY GENERAL MEETINGS

An extraordinary General Meeting may be called by the Chairman upon receipt of a written request or at the discretion of the Committee, and shall be called within twenty-one days of any such request. Each request must specify the business for which it is to be convened and no other business may be discussed.

QUORUM AT AGM

No business may be transacted at any Annual General Meeting where less than third of the choir in addition to the Officers are present.

RESOLUTION AT AGM

All resolutions shall be decided by a majority vote. In the case of equality of votes the Chairman shall have the casting vote.

SELECTION OF MUSIC

The Musical Director in consultation with the Committee shall be responsible for the selection and content of all Concert programmes and have sole responsibility for the selection of solo voices, either from the Choir or from outside sources.

PERFORMANCE VENUES

All performance venues are to be arranged by the Committee in consultation with the Musical Director and Accompanist.

CONTROL OF REHEARSALS

All rehearsals shall be under the control of the Musical Director or someone appointed by him/her in their absence.

MUSIC

All music shall be in the care of the Librarian and may not be removed without their permission. Any item lost or mislaid, whether from the Choir's own stock or copies from outside sources, must be paid for by the member in question.

OBLIGATION OF MEMBERS

All members are expected to attend the majority of rehearsals. The Committee in consultation with the Musical Director shall have the power to prohibit any Member whose irregular attendance at rehearsal may be detrimental to the performance of the programme in preparation. Previous performing experience of any item is insufficient reason for non-attendance. All members once committed to specific performances are expected to honour those commitments. Any member may be subject to an Audition at the discretion of the Musical Director in consultation with the committee.

DISBANDMENT

The Choir shall only be disbanded by resolution passed by 80% of the whole of the membership present and voting at an Extraordinary General Meeting. Members unable to attend will be balloted by post. In the event of disbandment, any cash balance remaining after realisation of assets and payment of debts, shall be disposed of in such a manner, as the meeting shall decide.

ALTERATION TO THE CONSTITUTION

No alteration shall be made to the Constitution except by notice of the motion given in writing to the Chairman at least twenty-one days prior to An Annual General Meeting and passed by 80% of voting members at that meeting.

..... **CHAIRMAN**

..... **SECRETARY**