

The Aims and Constitution of Kirkcaldy Art Club (amended at AGM 1st July 2021)

STATEMENT OF AIMS

The club will be known as Kirkcaldy Art Club.
The Club will seek to promote interest in, and further development of, the arts in Kirkcaldy and District.
It will cooperate with any other organisation holding similar interests.



CONSTITUTION

Article 1 Membership is open to any person who accepts the authority of the Annual General Meeting and any committee which may be delegated power to regulate the number or conditions of membership.

Article 2 The club will be governed by an Annual General Meeting held in April each year.

Article 3 There shall be a quorum of 10 members at any Annual General Meeting.

Article 4 The Annual General Meeting will elect an executive committee which will be responsible for managing the affairs of the club during the ensuing year.

Article 5 The Executive Committee will consist of at least 12 members, viz.
Chair, Vice Chair, Secretary, Treasurer, and eight or more ordinary members.

Article 6 The entire Executive Committee will be elected to hold office for a period of just one year until the next Annual General Meeting. All members remain eligible for re-election.

Article 7 A retiring Chair who is not re-elected will automatically become an ordinary member of the new Executive Committee for the following year.

Article 8 The Executive Committee shall have power to form ad-hoc sub-committees to assist them in administering any particular aspect of the affairs of the club.

Article 9 The Chair or Vice-Chair will preside over the Annual General Meeting and meetings of the Executive Committee and will have the power of casting vote.

Article 10 The accounts of the society will be examined annually by an independent examiner appointed by the trustees.

Article 11 The Secretary will:
(a) Keep minutes of the Annual General Meeting and of the Executive Committee meetings.
(b) Conduct all correspondence in the name of the club.
(c) Keep a roll of members.
(d) Keep a petty cash account of his or her outlays
(e) Arrange agendas for meetings.

Article 12 The Treasurer will:
(a) Be responsible for keeping all club funds.
(b) Make payments authorised by the accepted committee.
(c) Keep an income and expenditure account.
(d) Submit an audited balance sheet to the Annual General Meeting.

Article 13 The auditors will check income and expenditure accounts against receipts.

Article 14 The membership and tuition fees for the following year shall be set at the Annual General Meeting.

Article 15 The Executive Committee has power to call a Special General Meeting which will have the authority of an Annual General Meeting.

Article 16 Club members must receive 21 days notice of such a meeting.

Article 17 Changes to this constitution may only be made at an Annual General Meeting, or at a Special General Meeting called for that purpose.

Article 18 Proposed changes to this constitution, with the names of the proposer and seconder, must be notified to all club members no less than 21 days prior to the meeting to adopt them.

Article 19 A change to the constitution will be accepted only if at least two thirds of those present at the Annual General Meeting or Special General Meeting vote in favour of the change.

Article 20 The Annual General Meeting, or Special General Meeting, has power, if necessary, to wind up the club in accordance with the Assets Clause and the Dissolution Clause.

Article 21 In the event of the General Meeting being unable to muster a quorum at a meeting called for the purpose of winding up the club, the Executive Committee will be bound to wind up the club after giving due notice to its members.

Assets Clause

None of the club's assets may be distributed, or otherwise applied (on being wound up or at any other time) except to further its charitable purposes.

Dissolution Clause

In the event of the club being dissolved, any assets and funds remaining after the satisfaction of all debts and liabilities of the club shall not be transferred to members, but shall be transferred to another charity or charitable body with similar charitable objectives to that of the club.

Kirkcaldy Art Club is a **Registered (Scottish) Charity - Number SC037822**