

KIRKINTILLOCH HORTICULTURAL SOCIETY CONSTITUTION

TITLE

The Society shall be called the **KIRKINTILLOCH HORTICULTURAL SOCIETY** and herein after referred to as the Society.

OBJECTS

The objects of the Society shall be to encourage Floriculture and Horticulture in our Town and District, and to hold at least one Show in the year, at which prizes shall be offered for Competition.

POWERS

To further the above objects, the Society may:-

1. Raise funds and invite and receive contributions from any person or persons by way of subscription or otherwise.
2. Hire or take on lease any property considered appropriate for the promotion of the objects of the Society.
3. Collect and disseminate information relevant to members.
4. Do all such other lawful things as are incidental or conducive to the attainment of the objects of the Society.

MEMBERSHIP

1. Membership of the Society shall be open to all people in the Kirkintilloch and District areas.
2. The annual subscription shall be fixed at the Annual General Meeting.

MANAGEMENT COMMITTEE

1. The business of the Society shall be managed by the management committee elected at the AGM and made up of President, Vice President, Secretary, Show Secretary, Treasurer and a maximum of five ordinary members.
2. All decisions relating to the running of the Society shall be taken by the management committee.
3. Election to the management committee shall be for one year and members shall be eligible for re-election.
4. In the event of resignation from any office bearer or committee member during their term and before the next Annual General Meeting the committee shall have the power to appoint any member to undertake the duties, or co-opt new members. Co-opted members shall be no more than one third of the management committee and shall be entitled to vote at committee meetings.
5. The management committee shall meet no less than six times per year.

GENERAL MEETINGS

1. The Annual General Meeting (AGM) shall be held within fifteen months of the previous AGM and at such place as the committee shall determine. The secretary shall give twenty one days notice in writing to each member. At each AGM the business shall include adoption of the Annual Report, approval of the audited accounts, election of the Management Committee, appointment of the Auditor, consideration of motions submitted by the Management Committee or by Members, approval of changes to the Constitution and any other business.

2. A Special General Meeting (SGM) may be called at any time by the committee or at least ten per cent of the membership to make changes to the Constitution or any other business. If a SGM is called twenty one days notice has to be given by the secretary to the members.

RULES OF PROCEDURE AT ALL MEETINGS

1. QUORUM – the quorum at meetings of the management committee shall be five members. At AGMs and SGMs the quorum shall be one quarter of the membership.
2. VOTING – unless otherwise specified in this Constitution, any questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote. In the case of any equality of votes the person taking the chair of the meeting shall have a second casting vote.
3. MINUTES – of the meetings of the Society, the management committee and general meetings shall contain a record of all proceedings, resolutions and decisions and standing orders. The management committee shall have power to adopt standing orders for the Society and committees. Such standing orders shall be consistent with and complementary to the terms of this Constitution, shall come into operation immediately, but if considered necessary, shall be reviewed by the Society at any general meeting.

FINANCES

1. All monies raised by or on behalf of the Society shall be applied to further the objects of the Society and for no other purpose.
2. A bank account shall be opened in the name of the Society with a Bank or Building Society that the management committee have decided.
3. The management committee shall authorise three signatories of which two will sign cheques on behalf of the Society at any one time, one of whom shall be the treasurer.
4. The treasurer shall keep proper accounts of the finances of the Society, and shall present a summary at each committee meeting.
5. The treasurer shall prepare the accounts annually for them to be examined by an independent examiner.

ALTERATIONS TO THE CONSTITUTION

Any alterations of this Constitution shall receive the assent of not less than one third of the membership of the Society voting at a general meeting whether annual or special.

DISSOLUTION

If the Society at a General Meeting, votes by a one-quarter majority to dissolve the Society, then after satisfaction of all debts and liabilities belonging to the Society, the remaining funds and any other assets shall be transferred to an organisation or organisations with similar Objects.

Certified as a true copy of the Constitution adopted by.....

On..... at the meeting held in.....

Position..... Signature.....

Position..... Signature.....