### Sevenoaks Music Club

### 1 Title

The name of the organisation shall be Sevenoaks Music Club.

# 2 Purpose

The purpose of Sevenoaks Music Club is to provide concerts of chamber music in Sevenoaks and to present and/or organise such other musical activities as the Committee shall deem appropriate from time to time. These concerts and any other activities shall be funded by ticket sales to the general public, sponsorship, and any other fund raising activities as the Committee shall deem appropriate from time to time.

# 3 Membership

Anyone who purchases a season ticket shall become a member of Sevenoaks Music Club until the date of the first concert in the season following their season ticket purchase. Members shall be entitled to the following:

- 1. To receive notification of and to participate in Sevenoaks Music Club's activities
- 2. To attend and vote at the Annual General Meeting at the start of the season for which they have purchased a season ticket
- 3. To receive a programme and invitation to purchase a season ticket or concert tickets for the following season

# 4 Management

- 1. The management of the organisation shall be vested in the Committee who shall have full powers for carrying on affairs of the organisation
- 2. A President and one Vice-President may be elected at the Annual General Meeting. They shall retire at the next Annual General Meeting but shall be eligible for re-election

### 5 Officers

The officers shall be members and shall consist of the Chairman, Treasurer, Secretary and Concert Manager, Concert Planner, and Membership Secretary, and shall be elected at the Annual General Meeting. They shall retire from office at the next Annual General Meeting and shall be eligible for re-election. In the absence of any other nominations for any officer, they shall be deemed re-elected. Nominations of members to serve as Officers should be sent to the Secretary not less than seven days before the Annual General Meeting.

#### 6 Committee

- 1. The Committee shall consist of the Officers and not more than 5 ordinary members, who shall be elected at the Annual General Meeting
- 2. The role of the Committee shall be to plan concerts, choose performers and engage them, set ticket prices and organise activities and manage the affairs of Sevenoaks Music Club in such a way as to maintain the financial viability of the organisation and encourage it to thrive
- 3. Before the commencement of each concert season, the Committee shall be responsible for producing a programme of concerts for that season and for distributing it to the current mailing list
- 4. At Committee meetings three shall form a quorum. Meetings, of which not less than seven days notice shall be given, shall be held when deemed necessary by the Chairman or Secretary, or upon a written requisition of not less than three members of the Committee

## 7 Annual General Meeting

An Annual General Meeting shall be held each year on the date of the first concert of each season or such other date as the Committee may decide. The purpose of the AGM shall be to present to the members the Chairman's report, the Treasurer's report and to elect the President, Vice-President, Officers and committee members and to address any other business that may be raised by the Committee or members. At least fourteen days notice shall be given of such meeting to every member. The normal business to be transacted shall be decided by the Committee; any member desirous of moving a resolution shall give notice to the Secretary not less than seven days before the date of the Annual General Meeting. Every member present shall be entitled to one vote and in case of equality of votes the Chairman shall have a casting vote. The Chairman shall have a second or casting vote.

# 8 Special General Meeting

A Special General Meeting of the members may be called on seven days clear notice to the members, either at the instance of the Committee, or on the signed requisition of twelve members handed to the Secretary. The quorum for any Annual or Special General Meeting shall be 10. Only such business shall be transacted at a Special General Meeting as shall be specified on the notice convening the meeting.

### 9 Finance

- 1. The Club may receive donations, grants in aid or financial guarantees, and single tickets may be issued to the public for any or all of its Concerts, as may be deemed desirable
- 2. The profits or assets of the Club shall in no circumstances be divided among the members
- 3. The assets of Sevenoaks Music Club shall be under the control and management of the Committee and they shall be used solely for the purposes set out in Rule 2
- 4. On the winding up of Sevenoaks Music Club any remaining assets shall be used as determined by the Committee for purposes similar to those set out in Rule 2. No past or present member of the Committee may benefit financially from any such distribution

### 10 Rules

- 1. Every member shall be entitled to a copy of these rules. The Committee shall be the sole authority for the interpretation of the rules and their decision upon any question of interpretation shall be final and binding on the members
- 2. These rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting, provided that no such resolution shall be deemed to have been passed unless at least two thirds of the members present vote in favour thereof.

### 11 Audited accounts

The financial accounts for each year shall be scrutinised by an Independent Examiner who shall be elected at the Annual General Meeting. The audited accounts shall be submitted to the members at the Annual General Meeting.

### 12 Members' liabilities

The members of the Committee for the time being shall at all times be entitled to be indemnified to the limit of the value of the Club's net assets against all claims, liabilities, losses and expenses in relation to any activities that they carry out within their explicit or implicit authority.

Approved at the Annual General Meeting on 18 November 2006