

Halifax and Huddersfield IVC Constitution

Name

1. The name of the Club shall be “The Halifax and Huddersfield IVC”, hereinafter referred to as “the Club”.

Objects

2. The objects of the Club are:
 - (a) to provide opportunities for social, cultural and recreational activities among graduates and other people of similar interests resident in and visiting Halifax and Huddersfield and their environs.
 - (b) to provide facilities for visitors or temporary residents from other IVC's, in accordance with the Reciprocal Agreement of the Association of IVC's.
3. The Club shall not hold or express any political, religious or racial opinions, nor shall it be associated with any organisation which does.

Membership

4. The following individuals shall be eligible for membership of the Club: full-time students and graduates of universities or similar institutions, professional people and others considered by the Committee to have similar tastes and interests. Admission to membership shall be subject to the approval of the Committee who may take such steps as they see fit to determine the applicant's suitability for membership. The Committee may, at its absolute discretion, refuse any application for membership without assigning any reason.
5. The Committee may, by resolution, invite any person of standing to become an Honorary Member. A General Meeting may invite any person of standing to become an Honorary Vice-President.
6. *Intentionally left blank.*
7. Introductory and Honorary Members shall not be qualified either to vote at General Meetings or to hold any office except (in the case of Honorary Members) President or Vice-President. They shall be entitled to all other benefits and privileges of membership, except as provided in Article 44.
8. (a) Any person, other than a current member of another Club belonging to the Association of IVC's, applying for membership of the Club for the first time, shall first apply to the Committee for introductory membership for a period of three months. The Committee may, at its absolute discretion, refuse to accept any person as an introductory member, without assigning any reason. At the end of the three-month period, introductory members who have obtained the signatures of three full members, including at least one Committee member, recommending them, may apply for full membership. The Committee may, at its absolute discretion, refuse any application for full membership without assigning any reason.

- (b) All full and introductory members, having paid their current subscription, shall be entitled to the facilities afforded by the Club, except as provided in Articles 7 and 44. They shall be bound by the Constitution, Standing Orders (see Article 25) and other rules of the Club.
9. The Club shall not knowingly admit as a member any person who has been expelled, or who has been refused membership by any constituent Club of the Association of IVC's, without consultation with such Association.
 10. The subscriptions for full members and introductory members shall be fixed by resolution of a General Meeting, provided that notice of intention to change such fee or subscription shall first have appeared in the Agenda or notice of the meeting. Any member requiring a postal copy of the Club newsletter and formal documents will be charged an extra fee that will be fixed by resolution of the Annual General Meeting.
 11. Every member shall be notified of the date on which his subscription falls due. If, after two months of that date, he has not paid his subscription, his membership shall lapse forthwith. If any lapsed member wishes to renew his subscription within twelve months of the renewal date, he shall be liable to the full subscription from that date and any entrance fee that may apply at the time. If after twelve months a lapsed member wishes to renew his subscription it will be necessary to submit a formal application to the Committee.
 12. Any member may resign membership by giving the Membership Secretary notice in writing to that effect.
 13. The Committee may if necessary invite any member to resign membership of the Club within a specified time. Failing such resignation the matter shall be referred to the next committee meeting and the member shall be invited by the Secretary to make representations at the committee meeting or in writing in advance or both. If, after full discussion, two-thirds of the Committee members then present vote for the member's expulsion, he shall thereupon cease to be a member of the Club.
 14. Upon a person ceasing to be a member of the Club, he shall forfeit all right to and claim upon the Club and its property and funds, except for any claim notified to the Membership Secretary in writing at the time of resignation under Article 12 or 13, or within one month of an order of expulsion being sent to him.
 15. Every member of the Club shall communicate to the Membership Secretary any change of his own address. All notices posted to a member's address shall be considered as having been duly given on the second day following the date of posting in the case of first class mail, or on the fourth day following the date of posting in the case of second class mail.
 16. No proceedings of the Club shall be invalidated solely because of the discovery subsequent thereto of some accidental omission to give notice.

Management

17. The Officers of the Club shall include a Chairman, Secretary, Treasurer and Association Liaison Officer.
18. The management of the Club shall be deputed to a Committee consisting of:

- (a) the Officers mentioned in Article 17;
- (b) up to six full members of the Committee elected in accordance with Articles 28,29, 30 and 31 of the Constitution.

19. The Committee or any Sub-Committee of the Club may by resolution co-opt any additional members for the remainder of the meeting only, unless otherwise empowered by their parent body in accordance with Article 18. At least two-thirds of the members present and eligible to vote must vote in favour of such resolutions.

20. The Committee shall meet at least once in every three months.

21. Not less than three clear days' notice shall be given of a Committee Meeting.

22. The quorum for a Committee Meeting shall be four persons.

23. (a) The Committee may appoint such Sub-Committees as it considers necessary or expedient and may depute or refer them such powers and duties as it may determine. Such Sub-Committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with any directions which the Committee might give.

(b) The Chairman, Secretary and Treasurer shall be entitled to attend any Committee or Sub-Committee of the Club.

24. Any Committee or Sub-Committee may act despite any vacancy thereon.

25. The Committee may make Standing Orders to govern its own meetings and those of Sub-Committees of the Club and may make regulations governing the conduct of Officers of the Club and use of Club facilities by members.

26. The Committee shall have the power to appoint, pay and dismiss such servants of the Club as it deems necessary and may elect any such servant to temporary member of the Club during his tenure of office or for shorter time, as it thinks fit.

27. The Treasurer shall be responsible for the funds of the Club, which shall be kept in a recognised bank or building society. Payments must be authorised by both the Treasurer and Chairman or other delegated member of the Committee.

Elections

28. At the Annual General Meeting an election shall be held for:

- (a) the Officers of the Club as defined in Article 17;
- (b) up to six other full Committee Members.

29. (a) At the third AGM after appointment any Committee member still serving in the same specific post shall automatically retire from office.

(b) A Committee member automatically retiring may stand for any post at the AGM should no other full member wish to stand for the post.

30. All nominations must be proposed by at least two members of the Club. All nominees must

be full members of the Club, and the written consent of the nominee obtained if absent from the Annual General Meeting.

31. Where there is only one candidate nominated and seconded against any specific committee post, that candidate shall be deemed duly elected to that post.

32. Any vacancies remaining from the Annual General Meeting or occurring during the year shall be filled by election/co-option at a meeting of the Committee.

Dismissal of Officers

33. A Committee Member may be dismissed by the unanimous vote of all the other Committee Members on grounds of either a breach of the Constitution or for some other serious reason showing that he should no longer remain in office. An explanation shall be given to all Club members without delay and to the next General Meeting.

General Meetings

34. Not less than fourteen days' notice shall be given of any General Meeting.

35. The quorum for any General Meeting shall be twenty-five per cent of the full members or ten, whichever is the lesser number.

36. The Annual General Meeting (AGM) shall be held during October in every year, the date to be fixed by the Committee and published by the Secretary at least fourteen days in advance.

37. The business of the AGM shall include:

- (a) reception of a financial report to include the accounts for the preceding year;
- (b) reception from the Chairman of a report of the Club's activities during the previous year;
- (c) election of Officers and other Committee Members as laid down in Article 28;
- (d) Any motion relevant to the meeting, of which seven days' notice has been given to the Secretary;
- (e) any other business agreed to by the meeting.

38. The Committee may at any time order an Extraordinary General Meeting (EGM). The Secretary shall convene an EGM within twenty-eight days of the receipt of a written requisition signed by at least twenty per cent of the full members, stating the purpose for which the meeting is required, or within such longer period as is stated in such requisition. The principal business of the EGM shall be stated in the notice of meeting or in a preliminary agenda circulated at least fourteen days before the meeting. The final agenda for an EGM incorporating any motions relevant to the purpose of the meeting received by the Secretary shall be drawn up by the Secretary and be available to any member at least seven days before the meeting. No business shall be discussed at an EGM other than that on the agenda.

39. Minutes of all meetings shall be taken and shall be open to inspection by any member of the Club on application to the Secretary.

Voting

40. At all General Meetings of the Club every full member present shall be entitled to one vote on every motion and, in case of an equality of vote, the Chairman shall have a casting vote. Voting shall be by a show of hands unless six members request a secret ballot. Proxy votes cannot be accepted.

Account and Audit

41. The financial year of the Club shall end on the 30th September in each year.
42. The accounts shall be examined by an examiner proposed at the AGM after the end of the financial year and within four months of the end of the financial year.
43. No member shall, except for services rendered at the request of the Committee, on any pretence or in any manner receive any profit, salary or emoluments from the funds or transactions of the Club.

Dissolution

44. If, at any General Meeting of the Club, a resolution for the dissolution of the Club be passed by two-thirds of the members present, a poll of all full members shall be held not less than one month and not more than three months thereafter. If such resolution be confirmed by two-thirds of those voting in the poll, the Committee shall thereupon, or at such future date as shall be specified in such resolution, proceed to realise the property of the Club, and after discharge of all liabilities, shall divide the residue equally among the full members, or shall dispose of it in accordance with the resolution. Honorary and introductory members shall have no claim to such residue. Notice of any motion to dissolve the Club shall be given not less than fourteen days before the meeting.

Interpretation and Amendment of the Constitution

45. The Committee shall be the sole authority for the interpretation of these Articles of Constitution and of any regulations made thereunder, and the decision of the Committee upon any question of interpretation or upon any matter affecting the Club and not specifically provided for by those Articles or by any regulations made thereunder shall be final and binding upon the members.
46. (a) Subject to aIVC approval, these Articles of Constitution may be added to, repealed or amended by resolution of a General Meeting, the intention of which shall have appeared in the notice of or Agenda for the meeting, provided that two-thirds of the members present vote in favour thereof. Voting shall be by a show of hands unless at least six members shall demand a secret ballot.
- (b) This Constitution must comply with the aIVC Constitution at all times. If the aIVC Constitution is amended, this Constitution must be amended appropriately as soon as possible by the Committee and a copy sent to the Secretary of the aIVC.

Liability

47. No member shall, by virtue of being a member of the Club, have any more rights to compensation for any injury, loss or damage arising from any of the Club's activities than if he were a person not a member of the Club.