

LLANYMYNECH AMATEUR DRAMATIC SOCIETY

CONSTITUTION

AIMS OF THE SOCIETY

To produce at least 3 plays a year and foster the performing arts in Llanymynech and the wider community by running workshops and other activities.

COMPOSITION OF THE COMMITTEE

Chairman
Vice-Chairman
Secretary
Treasurer
6 further members

Other members may be co-opted as required for particular roles.

Sub committees may be formed from at least one committee member and other members of LADS to carry out specific tasks or manage a production.

QUORUM

The Committee will be deemed quorate to sit and take major decisions where five members are present. For ordinary Committee meetings, a quorum shall be three.

VILLAGE HALL REPRESENTATIVE

The Committee shall select from amongst its Members a person to represent the Society's interests on the Village Hall Committee.

ELECTION OF COMMITTEE MEMBERS

All positions on the Committee will be re-elected each year at the AGM held in February. The whole membership will be eligible to nominate and be nominated for positions, and to vote in the election for positions.

Nominations for each position, with one seconder, will be received by or at the AGM followed by the election to each position.

MEMBERSHIP

The Membership will comprise all those who pay the annual membership fee which will be set and reviewed regularly by the committee. Membership will be open to anyone who wishes to support the society.

FINANCIAL CONTROL

Financial control will rest with the Treasurer advised by the Committee.

All routine expenditure shall be reported to the Committee at the meeting following the payment. Budgets (and amendments to budgets) for productions and other projects shall be approved by the Committee prior to expense being incurred.

All financial transactions on behalf of the Society will be conducted through the Treasurer. Receipts or other proofs of purchase must be obtained by any Member making purchases on behalf of the Society.

Full accounting records for the previous calendar year shall be presented to the Committee at the first meeting following the end of the financial year. A summary shall be made available to all members at the next AGM or sooner, with full accounts available on request.

In the event of the Society ceasing to function, any cash remaining in any accounts, and the sale of any assets and equipment, must first be used to pay back any debts that are still outstanding. The remainder should be donated to a charity agreed by the committee.

AUDITING OF THE ACCOUNTS

The annual accounts will be audited by a qualified person outside the Society before being presented to the committee.

COMMITTEE MEETINGS

The Committee will meet as required, with a minimum of three meetings a year. The AGM will normally be held in February, or as soon as possible thereafter.

Extraordinary General Meetings may be called in circumstances where:

- i) a Committee Member resigns mid-term;
- ii) a minimum of ten LADS members request one to be called;
- iii) a major change to the constitution is required/requested.