



# SOLIHULL PHOTOGRAPHIC SOCIETY RULES

*Approved at Annual General Meeting May 2025*

## 1. NAME

1.1 The name of the society shall be 'The Solihull Photographic Society', hereinafter referred to as 'The Society'.

## 2. OBJECTIVES OF THE SOCIETY

2.1 The objectives of the Society shall be the cultivation and promotion of photography in order to advance the photographic skills of all members, and to provide a wider appreciation of photography within the local community. This shall be achieved by means of presentations, lectures, tuition, discussion, competition, exhibitions, and any other means deemed suitable by the Committee.

2.2 'Photography' shall cover the production, viewing and exhibition of images in forms such as prints, digital files, video, and film; and shall include the combination and interaction of photographic images with other media such as music, voice, painting, or drawing.

## 3. MANAGEMENT

3.1 The Society shall be managed by a Committee of up to 10 people whose members are elected at each Annual General Meeting (AGM) of the Society. In addition, a Treasurer will be specifically elected to manage the finances of the Society. At its first meeting of each season the Committee will appoint a Chair and other officers to undertake specified roles. The names of those so appointed will be notified to all members. The number required to form a quorum for the Committee is at least 4 to include Chair, Treasurer and Secretary. Minutes of committee meetings will be made available on request by members to the Secretary. The Committee will also establish a nominated subgroup of members who are willing to host meetings of the Society on a rota basis.

3.2 Society assets including funds shall be controlled by the Committee and Treasurer and shall be used solely for the furtherance of the Society's objectives as set out in Rule 2. The Committee shall draw up appropriate financial controls and operating procedures to manage Society funds and other assets, copies of which will be made available to any member on request. Accumulated funds shall not be disbursed to members, e.g., in the form of dividends or bonuses, except for the payment of reasonable expenses connected with the Society's activities. All members shall have the right to view the accounting records of the Society. Members wishing to do so must contact the Society Treasurer.

3.3 Meetings of the Society shall normally be held weekly from September to May and at other times as arranged by the Committee. The Committee shall have the power to organise events and any other activities that in their opinion would help to achieve the objectives laid down in rule 2. They shall be empowered to appoint sub-committees for the furtherance of any particular purpose. Should any vacancy occur during the year they shall seek to fill it.

3.4 The Solihull Open Exhibition of British Photography was organised by the Society for many years but has now been discontinued. Although promoted by the Society, all management and day to day operation of the Exhibition was delegated to a separate Exhibition Committee under a remit agreed by the Society. All Exhibition funds were kept in a separate account but subject to the same financial controls as all other SPS accounts. Now that the Exhibition and its associated committee are no longer operational, the remaining funds will be kept in a separate reserve account, managed by the Treasurer. At the discretion of the

Committee, this account will be used to fund capital equipment or significant one-off projects, special events and promotions for the benefit of the Society.

3.5 The Society's financial year shall be from 1<sup>st</sup> June to the end of May. This will also apply to the separate accounts for the Solihull Open Exhibition

3.6 An Annual General Meeting (A.G.M.) of the Society shall be held not later than May 31<sup>st</sup> each year. Items on the agenda shall include:

3.6.1 Approval of minutes of the previous A.G.M.

3.6.2 Presentation of provisional accounts for the year

3.6.3 Chair's report

3.6.4 Election of Committee and Treasurer

3.8 Nominations for Committee Members and Treasurer shall be sent in writing to the Secretary not less than fourteen days prior to the A.G.M. Consent of nominees shall be obtained beforehand.

#### 4 MEMBERSHIP AND SUBSCRIPTIONS

4.1 Membership of the Society shall be open to all, regardless of age, sex, ethnic origin, or religion.

4.2 Membership categories shall be:

4.2.1 Full member - first family member aged 18 years and over.

4.2.2 Family member - second and further members from one family

4.2.3 Junior member - any member under 18 years (parent or guardian must sign, and should accompany)

4.2.4 Student member - undergoing a course of full-time education on 1<sup>st</sup> September of the membership year.

4.2.5 Country member – for those who wish to participate in the society remotely but cannot attend meetings because they don't live locally or have a long-term health condition.

4.3 The annual subscription for each category of member shall be recommended by the Committee and approved each year at the Annual General Meeting or a Special General Meeting.

4.4 Subscriptions shall be due on 1<sup>st</sup> September each year and should be paid by 30<sup>th</sup> September that year. Members failing to pay shall be sent a reminder by email or letter, and failure to pay shall result in the withdrawal of membership.

4.5 In addition to the annual subscription, at the discretion of the Committee, a 'door' levy may be made to all those members, prospective members and guests attending the regular weekly Society meeting.

4.6 All non-members may attend meetings as they wish but they may have to pay a higher 'door' levy than members. The amount will be recommended annually by the Committee and approved at the AGM. Non-members who wish to join the Society should complete the on-line application and, if approved, pay the annual subscription. New members joining after 1<sup>st</sup> January will pay a half subscription until the September renewal date at which time the full subscription will be payable. The Membership Secretary has some discretion in adjusting an individual's subscription depending on their personal circumstances.

4.7 From time to time, members may wish to set up special interest groups within the Society. Such groups require the approval of the Committee and shall be open to all members.

#### 5 SPECIAL POWERS

5.1 Discretionary powers shall be given to the Committee to deal with any matters not provided for in these rules.

5.2 Any member whose behaviour has an unacceptable impact on other members or Society activities, or could bring the society into disrepute, may be suspended by the committee. A member suspended in this way has a right of appeal to the Committee Chair, and the appeal may be heard by the Committee.

Following this hearing, the Committee's decision will be final.

5.3 The Committee shall adopt and promote policies necessary for the effective operation of the Society, including all those required by law, including for example Health and Safety, Data Protection and Protection of Children and Vulnerable persons.

## 6 SPECIAL GENERAL MEETING

6.1 The Secretary shall call a Special General Meeting on receiving an application from not less than 20% of the Membership.

6.2 The Committee may call a Special General Meeting at any time should the need arise.

## 7 ALTERATION TO RULES

7.1 Notice of any proposed alteration to the rules shall be given to the Secretary in writing 14 days before the Annual General Meeting, or a Special General Meeting called for the purpose. Seven days' notice of such a meeting shall be given and details of any proposed alteration shall appear on the notice convening the meeting. Any resolution involving such alterations shall require a majority of not less than two thirds of the Members present.

## 8 DISSOLUTION OF SOCIETY

8.1 Dissolution of the Society shall be brought about at a Special General Meeting called in accordance with Rule 6, excepting that four weeks written notice shall be given to all paid up members for the purpose of dissolution. At such a meeting, at which not less than half of the paid-up members shall be present, a resolution for the dissolution of the Society shall be passed by the vote of a majority of two thirds of the paid-up members present. If the resolution is passed, the Committee shall, at such date as shall be specified in the resolution, proceed to dispose of the assets of the Society. After the discharge of all liabilities, assets must be passed to another photographic society and/or given to a registered charity as determined by the Committee. Upon completion of such disposal the Society shall be dissolved.

Signed by      Chairman \_\_\_\_\_      Date \_\_\_\_\_

Secretary \_\_\_\_\_      Date \_\_\_\_\_