

## HALSTEAD AND DISTRICT CHORAL SOCIETY

### Articles of Constitution

#### Amended and agreed at the Annual General Meeting 2020

1. The Choir, formerly known as “The Halstead and District Choral Society”, shall be called “Halstead Choral”.
2. The Mayor of Halstead shall be the Patron of the Society.
3. The Choir shall be managed by a Trustee Committee choir members which shall consist of:
  - Chairperson
  - Secretary
  - Membership Secretary
  - Treasurer
  - Librarian
  - Publicity Officer
  - Musical Director [non-trustee ex officio]
  - Assistant Musical Director [non-trustee ex officio] – when appropriate
  - Rehearsal Accompanist [non-trustee ex officio]and up to 3 other members ensuring, ideally, at least one from each singing section.

The Trustee Committee shall be elected at an Annual General Meeting. Elected Members are elected to serve for one year, but are eligible for re-election at the following Annual General Meeting. The Committee has the power to fill any vacancy that occurs by resignation or otherwise, and may co-opt such additional members as thought necessary. Four fully paid up and voting members present at a meeting shall constitute a quorum. The Musical Director, Assistant Musical Director and Rehearsal Accompanist, being in receipt of remuneration from the Society, are not empowered to vote.
4. The objects of the Choir shall be to promote, improve, develop and maintain public education in and appreciation of the art and science of choral music in all its aspects by the presentation of public concerts and recitals.
5. There shall be two classes of choir membership:
  - a. Singing Members who will pay an annual subscription, the amount to be determined by the Committee and brought to a General Meeting for approval.

Student Members may be eligible to pay a reduced subscription at the Committee’s discretion.
  - b. Non-singing Members (called “Friends”) who will make an annual donation and will receive one complimentary ticket each year for the Society’s Christmas Concert.
6. The Committee shall recommend to the General Meeting the appointment of the Musical Director, the Assistant Musical Director and Rehearsal Accompanist, their term being from 1<sup>st</sup> September until the following 31<sup>st</sup> August. The Committee may choose to interview and / or audition candidates for their positions. The Musical Director, the Assistant Musical Director and Rehearsal Accompanist are expected to act at all times within the expectations of their job descriptions. The Rehearsal Accompanist may also be invited to accompany the Choir at concerts. The Committee will agree the concert programme taking into account the advice of the Musical Director. If requested by either party, an annual review may take place. Three months’ notice [in writing] must be served by either party, but can be less, in exceptional circumstances, if both parties are in agreement. In the case of the Society, the decision must be ratified at a General Meeting.

7. All subscriptions and donations, together with the profits arising from concerts given by the members, shall be placed to the credit of the funds of the Choir and such funds shall be applied solely to the furtherance of the objects described in Article 4, and to the payment of such expenses incurred in so doing as shall be approved by the Committee. Members of the Choir shall not receive payment either directly or indirectly for their services, other than reasonable out of pocket expenses incurred in its work as shall be approved by the Committee.
8. Soloists and Musicians for concerts may be engaged by the Choir, on the advice of the Musical Director, and as approved by the Committee. The Musical Director, the Assistant Musical Director and Rehearsal Accompanist shall receive appropriate remuneration as agreed by the Committee on a monthly basis.
9. In the event of the Choir being wound up, any assets remaining upon dissolution after the payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objectives to those of the Society.
10. The financial year of the Society shall be from the 1<sup>st</sup> day of August to the 31<sup>st</sup> July.
11. The Annual General Meeting of members shall be held at the beginning of each season to transact the following business:
  - a. Receive a statement of the Society's accounts for the past financial year for approval.
  - b. Receive reports from Officers of the Society.
  - c. Elect the Chairman, Officers and members of the Trustee Committee for the following year.
  - d. Appoint a designated person for the following year to oversee and approve the accounts.
  - e. Ratify the Committee's recommendation for the appointment of the Musical Director, the Assistant Musical Director and Rehearsal Accompanist for the following year until 31<sup>st</sup> August.
12.
  - (i) Subject to the following provision of this clause, the Constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a general meeting. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration proposed.
  - (ii) No amendment may be made to Clause 1 (the Name of Charity clause), Clause 4 (the Objects clause), Clause 9 (the Dissolution clause) or this Clause, without the prior consent in writing of the Commissioners.
  - (iii) No amendments may be made which would have the effect of making the Charity cease to be a charity at law.
  - (iv) The Committee should promptly send to the Commission a copy of any amendment made under this clause.

Members shall be notified of the date, place and time of any General Meeting, and of any special business to be discussed, at least 14 days before the meeting.