HUNTINGDON MALE VOICE CHOIR

CONSTITUTION

THE CHOIR

1. The Choir shall be called "The Huntingdon Male Voice Choir". For publicity purposes, the Choir may also be referred to as "Huntingdon Male Voices".

2. It shall be non-political and non-sectarian.

OBJECTIVES

3. The objectives of the Choir shall be:

   3.a. The study and practice of choral music for the enjoyment of the members, and in order to foster public knowledge and appreciation of such music by means of public performance.

   3.b. To assist and support such charitable institutions or purposes as the Committee shall from time to time determine.

OFFICERS

4. Officers of the Choir shall consist of:

   4.a. Chairman;

   4.b. Secretary;

   4.c. Treasurer.

COMMITTEE

5. The management of the Choir shall be conducted by a "Committee" consisting of the Chairman, Secretary, Treasurer, Membership Secretary, Publicity Secretary, Social Secretary, Event Organiser, Social Media member and Librarian.

6. The Committee shall have the power to co-opt others to serve on the Committee when considered necessary, and to appoint sub-Committees to deal with specific matters.

ELECTION OF OFFICERS AND COMMITTEE

7. The Officers and Committee of the Choir shall be elected at the Annual General Meeting, which shall be held annually in July, or at a Special General Meeting. Two weeks' notice shall be given of the meeting and nominations for office shall close one week before the meeting. The office of Chairman shall be held for a period of three years. Where only one nomination is received per committee post, each nominee shall be elected unopposed. Where two or more nominations are received, a secret ballot shall be held, with the person receiving the most votes from Members being elected.

COMMITTEE MEETINGS

8. The Committee shall meet at times when business warrants. A quorum shall be formed by four members including either the Chairman or the Secretary. The Committee shall produce minutes of meetings to serve as a record of conclusions reached, decisions taken and agreed. Excepting day-to-day routine management decisions taken by the officers of the Choir, and occasions when the Choir as a whole formally votes at AGM or at Special General Meetings, the Committee shall be the sole body for approving plans and business decisions on behalf of the Choir. All decisions taken by the Committee shall be recorded in minutes of meetings, or in supplementary notes when decisions are taken ex-Committee, and be the basis for agreed action.

MEMBERSHIP

9. A member shall be a person approved by the Musical Director, after audition and duly ratified by the Committee.

10. Former members wishing to re-join shall make application to the Secretary and may be required to take a further audition.

11. Members are expected to maintain a frequent and regular attendance record at concerts and Choir practices; in particular, and where possible, an exemplary attendance at practices immediately before concerts.

12. In addition to attendance at practices, members are expected to put in sufficient effort in their own time to learn their own parts, and to be able to sing in tune and in rhythm.

13. Choir Discipline and Aptitude. For good and sufficient reason the membership of any individual may be terminated by the decision of the Committee, provided that the individual shall have the right to be heard by the Committee before the decision is finalised.

14. The Committee or any member of the Choir may propose candidates as Patrons or as Life Members of the Choir; their acceptance will be subject to a vote by the Choir at the AGM or a SGM meeting.

FINANCE

15. The Membership subscription rate shall be determined at either the AGM or a SGM. Members shall pay such subscriptions as the Committee may propose and which are ratified by the Choir at such a meeting.

16. The Financial Year of the Choir shall terminate on 31 May. The financial position of the Choir shall be regularly reviewed by the Committee and appropriate budgeting practices adopted. Budgeting and the control of expenditure shall be done in accordance with the Committee's written financial rules.

17. Suitable bank accounts shall be maintained in the name of the Choir and operated under the signatures of the Treasurer, the Secretary and the Chairman, as necessary.

18. Reasonable out of pocket expenses, incurred by members on the authorised business of the Choir will be reimbursed at the discretion of the Committee.

19. As matters are discussed and votes taken in Committee, any member of the Committee with a personal pecuniary interest in an issue under consideration shall withdraw and not vote.

20. It is the Committee's duty to scrutinise all proposals for their financial implications and to approve all Choir expenditure before commitments are entered into. Retrospective approval should only be granted in exceptional circumstances.

MUSIC AND CHOIR PROPERTY

21. All music is the property of the Choir, and must not be sold or loaned without the sanction of the Committee and the Musical Director. No music may be borrowed for any purpose without the approval of the Musical Director and the permission of the Librarian.

22. The choice of repertoire shall be in the hands of the Musical Director. Programme selection for concerts shall be in the hands of the Musical Director.

23. An inventory of Choir property shall be maintained, listing items owned and their custodian.

24. All accompanying instruments owned by the Choir are not to be used for any other purpose than for accompanying the Choir, unless express permission is obtained from the Committee. Adequate insurance cover is to be maintained to cover the full cost of replacement of music and equipment, and renewed annually.

GENERAL

25. A Special General Meeting may be called with 14 days' notice by the Committee, or at the request of at least 15 members.

26. The Constitution of the Choir shall only be altered at the Annual General Meeting or a Special General Meeting, duly called.

27. If, upon winding up or dissolution of the Choir, there remains any property whatsoever, after satisfaction of all its debts and liabilities, the same shall not be distributed among the Members of the Choir but shall be given to some charitable institution or institutions having objects similar to those of the Choir. Such institution or institutions are to be determined by the Members of the Choir at or before the time of dissolution, and in so far as effect cannot be given to such provision, then to some charitable object.

28. A copy of these rules shall be given to each Member.

(This version was adopted at the AGM held on July 13th 2023)