

## **Djaonogly Community Orchestra Constitution**

### **1 Title**

The name of the society shall be the Djanogly Community Orchestra, hereinafter referred to as the society

### **2 Objective**

The objective of the society shall be to promote, improve, develop and maintain public education in and appreciation of the art and science of music in all its aspects by the preparation for and the presentation of public orchestral and chamber music concerts; and for the general purposes of such charitable bodies or for such other purposes as shall be exclusively charitable as the committee from time to time decide.

### **3 Membership**

The members of the society shall be those who pay the quarterly subscription at the appropriate rate or rates as shall be determined by the committee, and if necessary an occasional extra levy payable by all members. The basis of these shall be to provide sufficient funds to cover the expenses of the society, with reserves held to cover anticipated costs, or other unforeseen circumstances arising the following year.

Membership of the Society will be based on the following criteria, but will be at the ultimate discretion of the committee:

Joining the society:

- I. The society is aimed at people in the community who have limited opportunity to play their instrument.
- II. Members who might expect to play solo parts (string principals and wind players) should have reached at least grade 6 Associated Board standard (or equivalent)
- III. New players will be invited to attend up to four rehearsals and will then either be invited to join, placed on a waiting list, or advised to improve their skills and reapply. This shall be done by the conductor, section leader or committee.
- IV. Where a player is on the waiting list, they may be asked to deputise for existing members. It will be made as clear as possible how long this period will be for and they will be consulted should circumstances change.

Once a member:

- I. Members will be expected to make a regular commitment to attend rehearsals, and to notify the conductor (or committee in the conductor's absence) of any absence in advance, except in wholly unforeseen circumstances such as illness. Regular shall not be taken to mean that every rehearsal must be attended, and will take into account the effect of absences on the orchestra as a whole. (For example, missing wind players may cause more disruption than

missing string players.) Unsatisfactory attendance may, at the conductor's discretion, lead to a player being asked not to take part in the next concert. Where a member requires to be absent for a longer period, for example, maternity leave, secondment or long-term illness, they should notify both the conductor and the committee in writing and give an indication of when they expect to return. They should keep the conductor and committee informed in any change in their circumstance.

- II. Members must be willing to share parts (for example, first and second wind parts) with other players in the section, and to sit at any desk at the direction of the conductor or section leader. This may mean not playing in every piece in some instances.
- III. Members who make a regular commitment to the society and meet the above criteria will not be required to audition or lose their membership should a more accomplished player wish to join.
- IV. Individuals should inform the committee and the conductor of their intention to leave as early as possible. This should be in writing and give a final date.
- V. The committee reserves the right to ask a person to leave the society if they attend rehearsals under the influence of drugs, alcohol or other substances; if they harass another member or members of the society; or if they behave in an inappropriate or anti-social manner.

#### **4      Officers and the committee**

The management of the society shall be in the hands of a committee consisting of the following officers: a Chairperson, Secretary, Treasurer and up to five other members. The officers and other committee members shall be elected by and out of the society's members at the Annual General Meeting; they shall hold offices until the next Annual General Meeting and be eligible for re-election. The conductor may attend committee meetings in an advisory capacity as and when required by the committee, however he/she shall leave the meeting when his/her terms of employment or salary is being discussed or adjusted.

#### **5      Management**

All of the arrangements for the concerts and other events and the control of finance shall be in the hands of the committee.

The committee shall meet at least once every two months.

Meetings of the committee shall be called by the secretary, and all committee members shall be informed in advance. The committee shall endeavour to take decisions by consensus, taking account of the options conveyed to it by its members of the society.

Where a vote is called for, each member shall have one vote. In the case of tied votes the chairperson has a final casting vote.

A quorum for committee meetings is three members present.

## **6 Powers**

In furtherance of the objects but not otherwise the committee may exercise the following powers:

- I. power to raise funds and to invite contributions provided that in raising funds the committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law;
- II. power to buy, take on lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use;
- III. power subject to any consents required by law to borrow money and to charge all or part of the property of the society with repayment of the money so borrowed;
- IV. power to employ such staff (who shall not be members of the committee) as are necessary for the proper pursuit of the objects and to make all reasonable and necessary provision for the payment of superannuation for staff and their dependents;
- V. power to co-operate with other charities, voluntary bodies and statutory authorities operation in furtherance of the objects or of similar charitable purposes and to exchange information and advice with them;
- VI. power to establish or support any charitable trusts, associations or institutions formed for all or any of the objects;
- VII. power to appoint and constitute such advisory committees as the committee may think fit;
- VIII. power to terminate the membership of any individual, provided that the decision of the committee (with the exception of 1) the individual concerned if a member of the committee and 2) any member of the committee making or connected with the complaint against the individual) is unanimous both to the termination and as to there being good reason for it, and provided that the individual concerned shall have the right to be heard by the committee, accompanied by a friend if desired, before a final decision is made.
- IX. Power to do all lawful things are necessary for the achievement of the objects

## **7 Equal Opportunities**

No individual shall be excluded from membership of the society or de-barred from any official capacity on the committee on the grounds of gender, race, colour, age, sexual orientation, disability or political affiliation.

## **8 Finance**

- I. The financial year shall end on 31 October.
- II. A banking account shall be opened in the name of the society and cheques shall be signed by any two of the officers.
- III. The committee shall receive donations, grants in aid and financial guarantees. Tickets for any or all of its concerts and other events shall be offered for sale to the public.
- IV. The income and property of the society whencesoever derived shall be applied solely towards promoting the objects of the society as set forth above and no portion thereof shall

be paid or transferred either directly or indirectly to any members of the society except in payment of legitimate expenses incurred on behalf of the society.

## **9      Dissolution**

Should the society need to be dissolved then an Extraordinary General Meeting will be called one month prior to dissolution.

Two thirds of those present must agree to a dissolution, a quorum shall be ten members.

In the event of the society 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 objects to those of the society.

## **10     Annual General Meeting (AGM)**

The Annual General Meeting shall be held in November of each year, members shall be given at least fourteen days' notice.

## **11     Extraordinary General Meeting (EGM)**

An Extraordinary General Meeting of which as least fourteen days' notice must be given to members may be called for by the committee OR upon written request to the secretary signed by at least ten society members. Each member shall have one vote, in the case of tied votes the chairperson has a casting vote. Written representations from members of the society may be made (via the secretary) at such meetings, but there shall be no proxy votes. A quorum shall be ten members present.

## **12     Accounts**

The financial accounts shall be audited or examined to the extent required by legislation or, if there is no such requirement, scrutinised by a person who is independent of the committee and then submitted to the members at the AGM.

## **13     Amendments**

This constitution may be amended by a two-thirds majority of the members present at any AGM or EGM provided that fourteen days' notice of the proposed amendment has been given to members and provided that nothing herein contained shall authorise the amendment which shall have the effect of the society ceasing to be a charity.

#### **14 Friends of the Society**

A group which supports the society, assists at concerts and fundraises may be constituted as “The Friends of Djanogly Community Orchestra”. Such a group shall report to the committee and shall be invited to the AGM. One member of the Friends may be elected to the committee, but members shall not have a vote at the AGM or EGM.

#### **15 The Conductor**

The conductor should have a positive attitude and be committed to promoting good playing through support and encouragement. He or she should understand the nature and aims of the society as an amateur group, and any consequent element of conflict between striving to improve and constraint by ability.

The conductor should give a minimum of three months' notice if intending to leave.

#### **16 Relationship with City Technology College (CTC)**

As long as the society enjoys the hospitality and support of the CTC it shall endeavour to keep it informed and consult it where appropriate, of decisions affecting the society, and to demonstrate its appreciation of these favours whenever possible.