

Stirling Orchestral Society Constitution

1. Name

The name of the society shall be the Stirling Orchestral Society, hereinafter referred to as the Society and, for the purposes of performance, the Stirling Orchestra.

2. Objectives

The objectives of the society shall be to educate the public in the arts and sciences and in particular the art and science of music, music presentation of concerts and other related activities.

3. Membership

- 3.1 Membership is open to individuals who are approved by the committee.
- 3.2 Interested individuals shall apply to the Secretary; the application will then be considered by the committee when a vacancy becomes available in the Society.
- 3.3 Applicants must attend rehearsals for a trial period to demonstrate musical ability before being invited to become members if appropriate.
- 3.4 The committee may only refuse an application for membership if, acting reasonably and properly, they consider it to be in the best interests of the Society to refuse the application. The committee must inform the applicant in writing of the reasons for the refusal within twenty-one days of the decision.
- 3.5 The committee must keep a register of names and addresses of the members. Membership data will be treated and held in line with General Data Protection Regulation (GDPR) guidelines.

4. Termination of Membership

Membership is terminated if:

- 4.1 The member dies;
- 4.2 The member resigns by written notice to the Society;
- 4.3 Any sum due from the member to the Society is not paid in full within six months of it falling due;
- 4.4 The member is removed from membership by a resolution of the committee that it is in the best interests of the Society that his or her membership is terminated. A resolution to remove a member from membership may only be passed if: (a) the member has been given at least twenty one days' notice in writing of the meeting of the Trustees at which the resolution will be proposed and the reasons why it is to be proposed; (b) the member or, at the option of the member, the member's representative (who need not be a member of the Society) has been allowed to make representations to the meeting; (c) the decision to terminate the membership is communicated to the member in question in writing within 7 days of the meeting taking place;
- 4.5 Any decision made by the committee to terminate a membership is final.

5. Attendance

Members are required to attend rehearsals and shall advise the conductor or section leader if they are unable to do so. At the discretion of the committee, any member who has not attended at least 60% of the scheduled rehearsals for any concert (without good reason) may be excluded from performing in that concert.

6. Subscriptions

The annual subscription payable by members shall be fixed each year at the Annual General Meeting and shall be due for payment as from the date of the Annual General Meeting.

7. Management

- 7.1 The Society and its property shall be managed and administered by a committee comprising members elected in accordance with this constitution.
- 7.2 Members of the committee shall be the Trustees of the Society. The committee shall have at least the following Officers:
(a) Chair,
(b) Secretary,
(c) Treasurer.
If the Trustees deem it necessary, they may appoint more Officers.
- 7.3 A Trustee must be a member of the Society.
- 7.4 The number of Trustees shall be not less than six but shall not be subject to any maximum.

8. Election of Trustees

- 8.1 The term of office for all Trustees shall be one year, but they shall be eligible for re-election.
- 8.2 Nominations of candidates for election as Trustees must be received in writing no less than 14 days before the AGM.
- 8.3 In case of a vacancy arising on the committee, the committee may co-opt a new trustee who shall then stand for election by members at the next AGM.

9. Appointment of Conductor

Any conductor being considered for permanent appointment shall be invited to conduct one rehearsal. A ballot of orchestral members shall be taken and a decision on the permanent appointment, taking into consideration the outcome of the ballot, shall be taken by the committee. The conductor is invited to attend committee meetings as an advisor, but does not have the right to vote.

10. Finance

- 10.1 The Society may receive donations, grants and financial guarantees for any or all of its concerts and other events.
- 10.2 The income and property of the Society shall be applied solely towards the promotion of the objectives of the Society as set out in paragraph 2. No portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus or by payment of a professional fee to any member of the Society except in payment of legitimate expenses incurred on behalf of the Society.
- 10.3 The Treasurer shall be responsible for keeping the accounts of the Society and presenting accounts at the AGM.
- 10.4 The financial year shall end on 1st August.
- 10.5 The signatories to the Society's cheques and bank accounts shall be decided by the committee.
- 10.6 The committee reserves the right to augment the orchestra for the purposes of public performance. From time to time, it may be necessary to use the income and property of the Society for this purpose.

11. Meetings

Annual General Meetings (AGM)

- 11.1 The Society must hold a general meeting within twelve months of the date of the adoption of this constitution.
- 11.2 An annual general meeting must be held in each subsequent year and not more than fifteen months may elapse between successive annual general meetings.
- 11.3 At least 14 days' written notice of an AGM shall be given to all members.
- 11.4 The committee shall present to each AGM the report and accounts of the Society for the preceding year.
- 11.5 Nominations for election to the committee must be made by members of the Society in writing. Should nominations exceed vacancies, an election shall be held.

Special General Meeting (SGM)

- 11.6 The Trustees may call a special general meeting at any time.
- 11.7 At least 7 days' written notice of an SGM shall be given to all members.
- 11.8 The Trustees must call a special general meeting if requested to do so in writing by at least six members. The request must state the nature of the business that is to be discussed. Such a meeting shall be held within 21 days of receipt of the request and members shall receive at least 7 days' notice.

Committee Meetings

- 11.9 The committee shall meet as often as the business to be transacted requires, but at least 3 times each year.
- 11.10 Any Trustee may call a meeting of the Trustees.
- 11.11 The Chair shall act as Chair at meetings of the committee. If the Chair is absent from any meeting, the members of the committee present shall choose one of their number to be Chair before any other business is transacted.
- 11.12 Four voting members of the committee shall constitute a quorum.
- 11.13 The committee shall keep minutes of the proceedings at meetings of the committee and any sub-committee, and shall ensure that these are stored safely, and that they are available for inspection as required.
- 11.14 The committee may appoint one or more sub-committees, consisting of three or more members of the committee, for the purpose of making any enquiry or supervising or performing any function or duty which, in the opinion of the committee, would be more conveniently undertaken or carried out by a sub-committee: provided that all acts and proceedings of any such sub-committee shall be fully and promptly reported to the committee.

12. Amendments to the constitution

Amendments to the constitution may only be made at an AGM or Special Meeting called for the purpose, and then by the majority of the members present and voting at such meetings. Notice of the proposed alterations, additions or amendments shall be submitted by the Chair along with the notice calling the meeting to consider these alterations.

13. Dissolution

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.

This constitution was adopted at the Annual General Meeting on

Date: 25th March 2021

Signed: Gemma McAusland
Position: Chair

Signed: Sarah Oxnard
Position: Treasurer