LOUTH FOLK CLUB RULES

(Approved at October 2024 A.G.M.)

1) AIMS AND OBJECTIVES OF THE LOUTH FOLK CLUB:

i) To promote and develop interest in Folk Song, Music, Dance and Poetry.
ii) The means of furthering these aims and objectives may include but not be limited to the following:
iii) Organise club meetings at regular intervals to facilitate 'Club nights' and singarounds.
iv) Organise occasional performances at club meetings / events by professional and semi-professional Folk artistes. (Guest Nights).
v) Organise fund raising activities.
vi) Organise occasional visits to other appropriate venues.
vii) Organise other appropriate events after consultation with the members.

2) MEMBERSHIP:

i) Shall be open to any person supporting the aims and objectives of the club.
ii) Membership subscriptions will run for 12 months from the month of joining/renewal.
iii) On payment of the subscription fee members will receive a membership card bearing their name. This card must be produced on request at the door.
iv) Members will fill in a membership form and the information may be electronically stored and used subject to any legislative requirements.
v) The club will not disclose any personal membership records to any third party.
vi) A person whose membership subscription is unpaid shall not be entitled to attend a general meeting of the club.

3) CLUB NIGHTS:

Shall be held at such intervals and venues as may be from time to time be decided by the Committee after consultation with the members.

4) GUEST NIGHTS:

Shall be held at such intervals and venues as may from time to time be decided by the committee.

5) GENERAL MEETINGS:

Annual General Meeting: To be held each year in October if possible but in any event not later than the end of November.

Business of A.G.M. shall include the following items:

Quorum & list of attendees.
Apologies for absence.
Minutes of previous A.G.M.
Matters arising therefrom.
Officers' reports
i) Chairman.
ii) Treasurer (including audited accounts).

Election of officers/committee members.
Period of office to run until the next A.G.M. Retiring committee members may stand for re-election without the need for formal re-nomination. New nominations to be notified to the Secretary as follows:
Motions for Any Other Business and nominations for Committee must be duly proposed and seconded and notified to the Secretary at least 14 days prior to the meeting).

Appointment of Hon. Auditor.

Extraordinary General Meetings: shall be called by the secretary at the request of the committee or by written request of ten members, stating the purpose of the meeting. Any such general meeting shall deal only with the business specified on the 'notice of meeting'.

Notice Of General Meetings: Written notice (by Fax, e-mail or letter) shall be given to all club members by the secretary. In the case of the A.G.M. – 28 days notice. In the case of other general meetings, 14 days' notice wherever practicable.

Quorum At General Meetings: A.G.M. or Extraordinary General Meeting: The greater of 10 persons or 20% of the membership

Chairman shall in normal circumstances preside at all meetings. If this is not possible after 15 minutes members may choose one of their own number to Chair that meeting.

Voting At General Meetings.

i) Each paid-up member present shall have one vote.
ii) General Motions shall be decided by simple majority of those present, with the following proviso: In the event of a hung vote, the Chairman shall have an additional deciding vote. This shall normally be exercised in favour of the status quo.
iii) Any motion to change rule(s) or to wind up the club shall require a majority of at least two thirds of those present and entitled to vote.

6) <u>COMMITTEE</u>:

i) Is to consist of six persons:
Chairman
Treasurer
Secretary
Three further members.

ii) **Committee Quorum**: Four full committee members.
iii) **Co-opting**: The Committee shall have the power to co-opt to fill a committee vacancy which may arise between A.G.M.s. Tenure of office of such co-optee(s) shall expire at the next A.G.M.

iv) **Voting At Committee Meetings**: Each committee member shall have one vote, a simple majority to count.
In normal circumstances the Chairman shall preside at all meetings. If this is not possible after 15 minutes members may choose one of their own number to Chair that meeting.

v) **Frequency Of Committee Meetings**: Committee shall meet at least twice per year.

7) <u>FINANCE</u>

i) **Financial Year**: Will be 1st Oct to 30th September

ii) **Accounts**: Will be audited annually by the Hon. Auditor appointed at the A.G.M.

iii) **Bank Account(s)**: The Club treasurer shall maintain the Club's Bank Account(s) in the Club's name i.e. 'Louth Folk Club'.

iv) **Signatories**: Signatories shall be four full committee members. Cheques to be signed by any two of the four signatories.

v) **Charges & Fees**: There will be admission charges and annual membership fees. The amount of membership fee and the admission charges for 'club nights' shall be decided upon at the A.G.M. and be effective until the next A.G.M.
The admission fees or charges for 'Guest Nights' and other events shall be decided by the committee.

8) <u>CLUB TO BE NON-SMOKING AND NON-VAPING</u>.

9) <u>WINDING-UP OF THE CLUB</u>

a) If, in the opinion of the Committee, the Club should be dissolved, an Extraordinary General Meeting shall be called (giving regard to Rule 5). A vote shall be taken (giving regard to Rule 5) to decide whether to wind-up the Club.

b) If wind-up is confirmed, the meeting shall then decide the destination organisation for any remaining funds. Any such remaining funds must be donated to another organisation having similar aims and objectives as Louth Folk Club.

c) The committee shall then take whatever steps are necessary to wind-up the club after paying off any outstanding debts and selling any remaining assets