

Kingfisher Quilters Constitution

1. **Name**

The name of the club shall be Kingfisher Quilters, hereafter referred to as the Club.

2. **Membership**

Membership of the Club shall be open to all. The Club shall have at least *five* members. All members are required to pay a membership fee for the year, which will be decided annually by the Committee.

3. **Committee**

The Club shall have a Committee consisting of nine officers who will be elected by majority vote of the members. Officers should expect to serve for three years, but may remain as the Club requires. If during the year an officer resigns for any reason, the Committee can ask any member to join the Committee without need for any further elections. The Committee will have the authority to form a sub-committee of any members of the Club, from time to time as necessary.

The Committee will comprise a **Chairperson** who will be responsible for chairing the meetings, a **Secretary** who will keep the minutes, a record of members and be responsible for all correspondence, a **Programme Secretary** who will compile the following year's programme, a **Treasurer** who will be responsible for keeping accurate accounts and making and receiving any payments on behalf of the group and a **Social Secretary** who will be responsible for greeting and looking after visiting speakers and maintaining the tea & coffee supplies. There will also be a **Vice** to each of the above positions if possible.

4. **Annual General Meetings (AGM)**

The AGM will be held during the first Club meeting of every year (the second Thursday in January). At the AGM the members of the Club shall elect a Committee of nine members and vote for the Chairperson, the elected committee members will allocate the remaining roles at the first meeting of the new Committee. The Chair and Officers of the Committee shall hold office until the conclusion of the AGM.

5. **Rules of Procedure**

A minimum of three committee members shall form a quorum at committee meetings and a minimum of six committee members and five ordinary members shall form a quorum at the AGM. Every matter, except where this Constitution provides otherwise, shall be determined by a majority of members present and voting. In the case of equal votes the Chair of the meeting shall have the casting vote.

6. **Finance**

There will be three signatories to the bank account, one of whom will be the Treasurer. All cheques shall be signed by any *two* of the authorised signatories. The accounts will be available for examination at the AGM.

7. **Alterations to the Constitution**

Alterations to the Constitution will need to be approved by a majority of the members.

8. **Dissolution**

The Club may at any time be dissolved by a resolution passed by a two-thirds majority of members. Such a resolution will provide for the distribution of any funds remaining to charities named by the meeting.