

## CONSTITUTION AND RULES

### Constitution.

1. The Federation being a constituent founder member of the Photographic Alliance of Great Britain shall be known as the East Anglian Federation of Photographic Societies (hereinafter called the Federation).
2. The objects of the Federation are:
  - a) to promote the advancement of photography by facilitating contacts and exchange of opinion between members of one society and another.
  - b) to promote exhibitions and competitions, to maintain a list of photographic judges and lecturers and organise courses, workshops and events which may be of service to member societies.
3. The Federation shall consist of such photographic societies in the area defined in Rules 4a and 4b as have applied for membership and have been admitted by the Executive Committee. Each society so admitted will automatically be “affiliated to the Photographic Alliance of Great Britain through the East Anglian Federation” and should use such sub-title where applicable.

### Membership Areas.

4.
  - a) Photographic societies shall be situated in the following areas: - Bedfordshire, Cambridgeshire, Essex, (other than those which fall within the London postal districts as defined on 31<sup>st</sup> December, 1965), Norfolk, Suffolk and that part of Hertfordshire which lies to the east of the M1 motorway.
  - b) Any photographic society situated outside the areas listed in Rule 4a or in any area not designated part of the East Anglian Federation by the Photographic Alliance of Great Britain, shall be eligible for membership at the discretion of the Executive Committee.

### Subscriptions.

5.
  - a) The annual subscription (which shall include the subscription of the Photographic Alliance of Great Britain) of member societies shall be determined from time to time by the members in General Meeting of the Federation and shall be payable on January 1<sup>st</sup> in each year. A member society whose subscription is two months in arrear shall be notified and failing payment within one month thereafter shall be suspended from membership until all arrears are paid.
  - b) A member society joining under Rule 4b and already being a member of another Federation paying its affiliation fee to the Photographic Alliance of Great Britain through that other Federation may, on application to the Treasurer, have its annual subscription reduced by the affiliation element.

### The Executive.

6.
  - a) The business of the Federation shall be transacted by an Executive Committee consisting of a President, a President-Elect, Immediate Past President, a Treasurer, a General Secretary and up to fifteen Executive Committee members.
  - b) The Honorary Past Presidents may attend Executive Committee meetings but shall not have voting rights.
  - c) A quorum shall consist of seven members with voting rights.
  - d) The Executive Committee shall have the power to co-opt but any such co-option shall not be valid beyond the date of the next Annual General Meeting without ratification by that meeting.

- e) All Executive Committee members and co-opted members shall act in an honorary capacity.
- f) The Executive Committee shall meet at least three times in each financial year. Additional meetings may be called at the discretion of the General Secretary.
- g) A meeting of the Executive Committee shall be called within six weeks of a request addressed to the General Secretary by letter or electronic mail on headed notepaper from the secretaries of at least five bona fide member societies; or by letter or electronic mail from three members of the Executive Committee. Any such request shall state the matter to be considered. Representatives of such societies may be invited to attend the meeting convened to consider the specified matter.
- h) The Executive Committee may, at its discretion, set up sub-committees consisting of Executive Committee members to deal with the organisation and running of specific areas of the Federation's affairs.

### General Meetings.

- 7. a) The Annual General Meeting shall be held not later than March 31<sup>st</sup> in each year at such place as the Executive Committee may decide. The meeting shall receive and approve minutes of the previous Annual General Meeting, annual reports of the Executive Committee, an audited statement of the Financial Accounts and Balance Sheet. The meeting shall elect an Executive Committee and elect an Honorary Auditor who shall not be a member of that Committee.
- b) Special General Meetings may be convened at the request of ten member societies or by the Executive Committee and the General Secretary shall convene such a meeting within eight weeks of being requested to do so. Requests from member Societies must be made on headed notepaper and represent the desire of their respective Society, or committee representing their Society, to have a Special General Meeting.
- c) Notice of General Meetings shall be sent by letter or electronic mail to the Secretary of each member society not less than fifteen days prior to the meeting and shall be addressed to the last address submitted to the Federation by each Society. The notice shall contain details of the business to be transacted.
- d) At a General Meeting, thirty members entitled to vote shall form a quorum.
- e) All members of member societies shall be entitled to attend Annual and other General Meetings. Only elected members of the Executive Committee, Honorary Past Presidents and delegates appointed by the member societies shall have the power to vote thereat. Each member society shall be entitled to appoint delegates on the following basis: -
 

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| Societies with up to 40 members | 2 delegates. |
| Societies with 41 to 80 members | 3 delegates. |
| Societies with over 80 members  | 4 delegates. |
- f) Members of the Executive Committee need not be delegates but must be members of member societies.
- g) Nominations for the Executive Committee members may be made by a member society or by the Executive Committee but may not be made by an individual. Nominations must be signed on behalf of the nominating body and must be in the hands of the General Secretary not less than twenty eight days prior to the Annual General Meeting. The nomination subject to a maximum of 250 words, shall be read out to the members in Annual General Meeting before the election takes place.

- h) All elections shall be by secret ballot, the votes being counted by three non-voting scrutineers appointed by the meeting. The scrutineers shall inform the Chairman of the meeting of the results by indicating the names of successful candidates only and shall not disclose the votes cast for each. In the event of the same number of votes being cast for two candidates, or, in the event of any other equal voting result, the Chairman shall have a casting vote.
- i) A new President-Elect shall be elected at the Annual General Meeting immediately after the previous President-Elect assumes the office of President or otherwise vacates the office. The President-Elect shall hold that office without further re-election for a maximum of two years and will assume the office of President immediately on the retirement or death of the previous President.
- j) The President shall remain in office without re-election for a maximum period of two years except where the office of President has been assumed following the death or premature retirement of a previous President, when the period of two years shall apply from the date of the Annual General Meeting following the acceptance of office.
- k) On retirement, the President shall automatically assume the role of Immediate Past President for the term of office of the succeeding President, after which he/she will adopt the title of Honorary Past President. The Immediate Past President shall take the chair at any meetings when the President is absent.
- l) With the exception of those Presidential Officers listed under clauses i, j and k above, all other members of the Executive Committee shall be elected annually at the Annual General Meeting.

#### Revision of Rules.

- 8. a) These rules shall not be revised or amended except at an Annual General Meeting or a Special General Meeting convened for that purpose. Any revision to rules passed at an Annual or Special General Meeting shall take immediate effect unless decided otherwise at that meeting.
- b) Particulars of any proposed revision or amendment shall be sent by letter or electronic mail to the Federation General Secretary to be received at least 28 days prior to the date of the meeting. The General Secretary will then send by letter or electronic mail details of the revisions to all member societies at least 15 days prior to the meeting convened for the purpose of revising the rules.

#### Interpretation of Rules.

- 9. The Executive Committee shall interpret all rules and determine any question not provided for therein. The decision of the Executive Committee shall be final.

#### Dissolution.

- 10. a) The Federation may be dissolved by the members at a Special General Meeting but the notice of such a meeting shall be a minimum of 28 days and the resolution shall only be deemed passed if more than three quarters of the votes cast are in favour.
- b) In the event of the dissolution of the Federation, any surplus assets shall be transferred to the Photographic Alliance of Great Britain to be held in trust and available at the discretion of the Executive Committee of the said Alliance for the benefit of any photographic federation which may be created in the area formerly covered by the East Anglian Federation. In the event of that Alliance not wishing the funds or being unable to accept them, the funds to which they would have been entitled shall be paid to a charitable organisation nominated by the retiring Executive.