



TOADS

The Old Alresford Dramatic Society
Established 1986



CONSTITUTION OF T.O.A.D.S THE OLD ALREFORD DRAMATIC SOCIETY

1. **NAME** The Society shall be called "The Old Alresford Dramatic Society (T.O.A.D.S).
2. **OBJECT** The object of the society shall be to provide a full range of opportunity to its members of all ages in the sphere of amateur theatrical productions and to promote social intercourse including video evenings, play readings and theatrical and other outings.
3. **MEMBERSHIP** The Society's membership is open to any person aged 8 years and over. Non-members will not be allowed to take part in any theatrical or other productions by the Society. Applications for membership to be made via the Membership Secretary and a membership form completed. There will be two types of membership - family and single member. Voting rights for family memberships will be two votes per family membership, and for single memberships one vote per membership.
4. **MANAGEMENT** The Society shall be managed by a committee of 12 members including 1 junior committee member if possible, who shall be elected at the Annual General Meeting in each year, and subject to termination of office by resignation or otherwise, shall remain in office until their successors are elected at the Annual General Meeting following their election. No member shall be eligible to nominate or second the nomination of more than one member of the committee. All nominations are to be in writing and given to the secretary of the society not later than 7 days before the Annual General Meeting and no nominations shall be made without the prior consent of the member nominated. The Committee shall have the power to fill any casual vacancy that may occur. The retiring members of the committee shall be eligible for re-election. If there is no junior member willing to stand for the committee a member of the Committee to be nominated to represent the junior members.
5. **OFFICERS OF THE SOCIETY** The committee shall elect the following officers at the first meeting following the AGM (who shall be Society members)
 - (a) A Chairman who shall hold office for not more than 2 years and then not be eligible for re-election for a further 1 year.
 - (b) A Vice Chairman who will also hold office for 2 years and who will normally succeed the Chairman on the Chairman's retirement, resignation or incapacity.
 - (c) A Treasurer, a Secretary and a Membership Secretary
 - (d) A Social Secretary, Box Office Manager, Press Officer, Hall Committee Representative, Childrens' Licensing Officer and Social Events Coordinator

In some circumstances these roles can be outsourced outside of the committee when deemed appropriate by the committee.

6. **SUBSCRIPTIONS** Subscriptions shall be payable annually following the AGM. The amounts of all levels of subscriptions (family and single) shall be fixed annually at the Annual General Meeting of the Society. Family memberships shall cover all family members residing at one address.
7. **NON-PAYMENT OF SUBSCRIPTIONS** Members whose current subscriptions shall not have been paid within 14 days after a written request for payment shall cease to be members after the expiry of a further 14 days unless a reason satisfactory to the Committee is given for the delay.
8. **RESIGNATION** If an officer on the committee, either Chairman, Vice-Chairman, Treasurer or Secretary, wishes to resign (for whatever reason) from the committee, in the middle of a term of office, then they should automatically resign from the Committee as a whole until the next AGM when they may be re-elected if they wish to stand again. If nobody can be found to step into that office, then an Extra-Ordinary General Meeting should be called.
9. **EXPULSION** The committee has the power to expel any member who offends against the rules of the Society or whose conduct in the committee's opinion renders that member unfit for membership. Before expulsion the secretary must give 7 days written notice to the member to attend a meeting of the committee and must inform the member of all complaints made against that member. No member shall be expelled without first having had the opportunity to appear before the committee and answering any complaints which have been made, nor unless at least 2/3rds of the members of the committee present vote for the members expulsion.
10. **MEETINGS**
 - (a) The committee shall meet as and when required and have the power to co-opt any member with special skills to any such meeting.
 - (b) The Annual General Meeting of the society shall be held in February of each year to transact the following business:
 - (1) To receive and if approved to adopt a statement of the Society's accounts to the end of the preceding year.
 - (2) To consider and if approved, sanction any duly made alteration of the rules.
 - (3) To appoint members of the committee.
 - (4) To appoint an auditor or auditors.
 - (5) To deal with any special matter which the committee desires to bring before the members and to receive suggestions from the members for consideration by the committee.

Notice convening the General Meeting shall be sent to members not less than 10 days before the meeting and shall specify the matters to be dealt with.

A Special General Meeting may be convened at any time by the committee and shall be convened within 21 days from the receipt of a request in writing signed by not less than 10 members specifying the objects of the meeting for any of the following purposes:

- (1) To consider and if approved, sanction any duly made alteration to the rules.
- (2) To deal with any special matter which the committee may desire to put before the members.
- (3) To remove any member or members of the committee from office and to fill any vacancy caused by such removal.
- (4) To deal with any special matter which the members requiring the meeting may desire to place before the Society. Notice convening any special General Meeting shall be sent to members not less than 10 days before the meeting and shall specify the matters to be dealt with.

11. **CHAIRMAN'S CASTING VOTE** At committee meetings and General Meetings the elected Chairman shall preside and shall have a casting or additional vote in the event of an equality of votes.
12. **CANCELLATION OF SHOWS** The Director of a show, after consultation with the committee, should then have the final say as to whether any performances of a show should be cancelled or additional performances put in. This means that they can override the wishes of the committee if they feel it is necessary.
13. **QUORUMS** At committee meetings except for the purpose of rule 10 when half the total members of the committee shall form a quorum, 6 members shall form a quorum. At General Meetings 20 members shall form a quorum. Junior members may attend General Meetings but shall not be entitled to vote and shall not be counted as part of the necessary quorum.

CONSTITUTION was voted in at AGM 27 February 1994

Paragraphs 9 and 13 were added and voted in at AGM 16 February 2003

Paragraphs 3, 4, 5, 6, 11 and 14 were amended and voted in at AGM 24 February 2008

Paragraph 8 was deleted (covered by para 3) and subsequent paragraphs renumbered accordingly in accordance with AGM 24 February 2008. See also Committee Minutes of 12 June 2007.

Paragraph 3 amended to read two votes per family membership and one vote per single membership – as agreed at AGM 1 March 2009.

Paragraph 3 amended to reflect no upper age limit and no residential restriction – see Committee Minutes 13/3/13 and agreed by members via email

Paragraph 5 amended to read (who shall be Society members) and roles in section (d) amended and section added to read 'In some circumstances these roles can be outsourced outside of the committee when deemed appropriate by the committee'

- see Committee Minutes 13/3/13 and agreed by members via email

Paragraph 10 amended to read 'as and when required' - see Committee Minutes 13/3/13 and agreed by members via email

Paragraph 13 7 changed to 6- see Committee Minutes 13/3/13 and agreed by members via email