



## The Constitution of the Dalgarno Singers

### 1 TITLE

The name of the choir shall be The Dalgarno Singers.

### 2 OBJECTIVES

The objectives of the choir shall be to educate and entertain the public in the art of music by the presentation of concerts, recitals and other activities, and for the enjoyment of the members.

### 3 MEMBERSHIP

The members of the choir shall be those who satisfy the Music Director as to their musical capabilities. There will be a probationary period of six weeks, after which singers, if accepted into the choir, will be liable to the annual subscription. This annual subscription is due from all members, payable in two instalments at the first meetings in September and January of each year. Members shall be liable for such other dues as shall be decided by the committee.

### 4 OFFICERS AND COMMITTEE

The management of the choir shall be in the hands of a committee consisting of a Chairman, Secretary, Treasurer and four other persons representing the four sections of the choir. These Officers and other committee members shall be elected from among the choir members at the Annual General Meeting. The Officers shall be elected to serve for a period of three years but one of the three shall retire each year in rotation. In the event of there being no other nomination they will be eligible for re-election.

### 5 MANAGEMENT

The committee shall arrange the choir's programme and control the finances. They shall appoint the Music Director who shall be an *ex-officio* member of the committee and advise on all music to be performed. This appointment shall initially be on a mutual six month trial period. There will be a notice period of six months. These conditions will also apply to the appointment of an accompanist.

### 6 FINANCE

- a) The financial year shall end on 31<sup>st</sup> August.
- b) A bank account shall be opened in the name of The Dalgarno Singers and cheques shall be signed by two of the three nominated signatories.
- c) The choir may receive donations, grants-in-aid and financial guarantees. Tickets for any or all of its concerts and other events shall be offered for sale to the public.
- d) The income and property of the choir, whencesoever derived, shall be applied solely towards promoting the objectives of the choir as set forth above. No portion thereof shall be paid or transferred either directly or indirectly to any member or members of the choir except in payment or legitimate expenses incurred on behalf of the choir.

### 7 DISSOLUTION

In the event of the choir being wound up, any asset remaining on dissolution after the payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objectives to those of the choir.

## **8 MEETINGS**

- a) The normal meeting of the choir shall be held every Monday evening unless otherwise decided by the Committee.
- b) The Annual General Meeting will be held early in October, due notice of 14 days which shall be given to all members.
- c) A Special General Meeting may be called by the Chairman or by any six members of the choir acting together by sending a written request to the Secretary specifying the business to be brought before such a meeting.
- d) The Committee shall meet once a quarter or as required. The Chairman shall preside at these meetings or in his absence shall designate one other member of the Committee to deputise. In the case of a vote, each member shall be entitled to one vote. In the event of the equality of votes, the Chairman shall have the casting vote.
- e) The Secretary shall record the business transacted at all Committee, Annual General or Special General Meetings. The Minutes of any meeting shall be confirmed at the next meeting.

## **9 ACCOUNTS**

The audited financial accounts shall be submitted for approval to the members at the Annual General Meeting.

## **10 EQUAL OPPORTUNITIES**

The Dalgarno Singers will, through membership of the choir and the management and decision making process, the audience and members of the public at concerts and social functions, and in the selection of music performed or in any person we might employ or contract, take every consideration to ensure that equal access and opportunities are made available to all.

## **11 AMENDMENTS**

This constitution may be amended by a two-thirds majority of the members present at the Annual General Meeting or Special General Meeting provided that fourteen days notice of the proposed amendment has been sent to all members.

**Drafted Sept 2017 - Adopted at our AGM - 9th Oct 2017**