

ARTS SOCIETY OUNDLE



Minutes of the Extraordinary General Meeting Replies to be received by Friday 4th September 2020 at 10.00 a.m.

Due to Covid restrictions the EGM took place via e-mail and postal delivery (for those not on e-mail). Information about the EGM was circulated by post to all members with the statutory 35 days notice period given.

1. PURPOSE OF THE EGM

The reasons for the meeting had been previously circulated to all members. The Committee wished to propose amendments to the Constitution to reflect changing circumstances.

The first area of change was to extend the length of office of the Chairman, Vice-Chairman, Treasurer and Secretary from 3 to 5 years in special circumstances to allow more flexibility in the light of difficult circumstances i.e. the Covid epidemic. The same period of 5 years would be extended to all the other members of the Committee.

The second area of change refers to changes in financial practice which are not included in the original document and which need to be brought into line with present practice e.g. BACS payments.

The third area of change refers to action when physical AGMs are not possible (as in the present case)

2. VOTING ON THE PROPOSALS

As no replies or comments had been received by the 4th September, the proposed changes were deemed to have been approved.

(changes are set out below in red. The paragraph numbers refer to the numbers in the Constitution)

5. THE OFFICERS

Original clause-

a) The Officers of the Society shall be the Chairman, the Vice Chairman, the Treasurer and the Secretary, all of whom shall be nominated annually by the Committee for election at the Annual General Meeting. Neither the Chairman nor the Vice Chairman may hold office in such post for more than three consecutive years.

The Treasurer and the Secretary shall not normally hold office for more than three years but the Committee may extend this up to a maximum of five years to ensure a smooth transition of responsibilities.

New proposal-

a) The Officers of the Society shall be the Chairman, the Vice Chairman, the Treasurer and the Secretary, all of whom shall be nominated annually by the Committee for election at the Annual General Meeting. **They should not hold office in such post for more than five consecutive years. However, this may be extended in special circumstances to ensure a smooth transition of responsibilities.**

6. COMMITTEE

Original clause -

d) No Committee Member may serve for more than three years, unless elected from the Committee to be an Officer when they may serve a maximum of three years in each post, with the possibility of extension as provided for in Rule 5 (a).

e) Members of the Steering Committee forming the Society may serve an additional year.

New Proposal-

d) No Committee Member **should serve for more than five years, except in special circumstances.**

e) This is deleted as it no longer applies.

7. FINANCE (this is newly added information)

e) The Treasurer and the Chairman must both be authorised signatories on the Bank Mandate. The Committee may elect other members from the Committee to be included on the Bank Mandate. If one of those elected members retires from the Committee, they must be removed from the Bank Mandate.

f) The Treasurer is authorised to allow The Arts Society to take payment of the annual subscription charge for the membership by Direct Debit. Cheques up to and including £500 are only required to have a single signature from any Committee member who is authorised to sign on the Bank Mandate. Above this amount two Officers or other signatories authorised on the Bank mandate are required provided that one of the two persons signing cheques or alternatives shall be the Chairman or Treasurer. Payment by BACS up to £1,000 can be made on the authority of the Treasurer alone. The Treasurer will include a list of BACS payments made each month as part of his/her monthly report to the Committee.

8. Annual Meetings (this is new information to include situations where a physical AGM is not possible)

f) In the event of it not being possible to hold the AGM with members present (e.g. the 2020 pandemic restrictions on social gatherings) the Committee will propose an alternative method for voting using an on-line meeting and or postal/email voting.

12. Amendment of Constitution and Rules (to cover situations where physical voting is not possible)

Original clause -

These Rules may be amended by a written Resolution of which due Notice has been given in accordance with Rule 9 (a) and 9 (d) passed at a General Meeting by at least two-thirds of the Members present and voting.

New proposal –

These Rules may be amended by a written Resolution of which due Notice has been given in accordance with Rule 9 (a) and 9 (d) passed at a General Meeting by a majority of Members participating in the vote.

Signed

Dated