



CONSTITUTION AND RULES

As adopted at the Annual General Meeting
of the Club on Friday 16th April 2018

CONSTITUTION

- 1 Designation** The association shall be called "The Ayr Sketch Club"
- 2 Object** The object of the Club shall be to promote the Fine Arts
- 3 Formation** The Club shall consist of Ladies and Gentlemen who may be:
 - a. Artist Members**
 - b. Lay Members**
 - c. Honorary Members**
 - d. Patrons**
- 4 Office Bearers** The Club shall elect a President and one Vice-president, an Administration Secretary, a Programme Secretary, an Exhibition Secretary, a Public Relations Secretary and a Treasurer. The Committee shall number twelve.

RULES

- Rule 1 Election of Members**
- a.** Membership will comprise Artist Members, Lay Members, Honorary Members and Patrons.
 - b.** Election to Artist Membership will be the responsibility of the Selection Committee whose majority vote will decide acceptance or rejection of each application for membership on its merit. The Selection Committee will number five, these being the President, the Vice-president and three selected members. If any one Selection Committee Member is unable to attend, a member from the floor, who must be a former member of the Selection Committee, will be asked to step in.
 - c.** Candidates for Artist Membership will be required to submit three recent, original works executed in the last two years for consideration by the Selection Committee on a specified date. This will normally be in March.
- Rule 2 Honorary Members**
The Committee may, at their discretion, elect as Honorary Members persons who have given special service to the Club.
- Rule 3 Subscriptions**
Each Artist Member on election and each Lay Member and Patron shall pay such Entrance Fee as shall be fixed at the Annual General Meeting of the Club. Each Artist Member, Lay Member and Patron shall, in addition, pay such annual subscription not later than 30th of September as shall be fixed at the Annual General Meeting of the Club.



- Rule 4** **Arrears of Subscriptions**
Artist Members, Lay Members and Patrons who fail to pay their subscription by the 30th of September will be deemed to have resigned from membership of the Club and the payment of the Entrance Fee will be applied on re-joining. Re-joining will be subject to the limitations of **Rule 1a and Rule 1b**.
- Rule 5** **Status of Honorary Members**
Honorary Members shall not be required to pay an Entrance Fee or annual subscription. They shall have the privileges of Members of the Club but no voice in the management of the Club.
- Rule 6** **Cessation of Membership**
Any member resigning shall give Notice in writing to the Administration Secretary. After the 30th of September each year, members who have not paid their subscriptions will receive a letter from the Treasurer informing them that the Club considers them to have resigned.
- Rule 7** **Election of Office Bearers**
Two Auditors, who may or may not be members of the Club, and Office Bearers shall be elected at the Annual General Meeting of the Club.
- Rule 8** **Committees**
The Club may appoint Committees for special purposes.
- Rule 9** **Annual General Meeting**
An Annual General Meeting of the Club shall be held on the last night of the annual session, with at least 21 days Notice by circular to each Member, at which Meeting the business shall be as follows:
a. The President's Report
b. The Exhibition Secretary's Report
c. The Programme Secretary's Report
d. The Treasurer's Report and Statement of Account
e. Election of Office Bearers and Committee Members
f. Any Other Business
The Office Bearers and Committee Members shall hold office for three consecutive years and may be re-elected.
- Rule 10** **Special Meetings**
Special General Meetings may be called by the President, the Vice-president or at the request of no fewer than eight Members. Such Meetings shall be called on at least ten days Notice by circular containing the Agenda for that Meeting.
- Rule 11** **Casting Vote**
At all Meetings of the Club or its Committees, the President shall have, in the case of equality of votes, a second casting vote.
- Rule 12** **Quorum**
The quorum at all Meetings of the members of the Committee shall be nine.



- Rule 13** **Notice of Motion**
No resolution, unless it relates to the Agenda, shall be moved at an Annual General Meeting unless a Notice, signed by the Members who propose to move and to second it, stating its terms has been delivered to the Administration Secretary at least thirty days before the Meeting.
- Rule 14** **Finance**
a. Correct accounts and books shall be kept showing the financial affairs and intrusions of the Club. The accounts shall be audited before being submitted to the Annual General Meeting.
b. A bank account shall be kept in the name of the Club and shall be operated upon cheque signed by the Treasurer and the President.
- Rule 15** **Duties of the Administration Secretary**
The duties of the Administration Secretary shall be to keep the Minute Book and, generally, to transact the business of the Club.
- Rule 16** **Alterations to the Constitution**
No alterations to the Constitution or Rules of the Club shall take place except at the Annual General Meeting of the Club. All Artist Members, Lay Members, Honorary Members and Patrons shall be given a minimum of twenty-one days' prior Notice of the changes by e-mail or in writing. Any such changes shall require the sanction of at least two-thirds of the Members present at the Annual General Meeting before being adopted.
- Rule 17** **Exhibitions**
The Committee shall have power to draw up such conditions for exhibitions as shall from time to time be necessary.
- Rule 18** **Termination or Suspension of Membership**
For any reason whatsoever and with the sanction of at least two-thirds of the Members present voting in favour at an Annual General Meeting or at a Special General Meeting called in accordance with **Rule 10** or **Rule 13** of the Constitution respectively, the Committee shall have the power to terminate the membership of a Member or to suspend their membership for a stipulated period. Any such Member shall have the right to appeal to the Committee in writing.
- Rule 19** **Annual Exhibition**
In order to be included in the Annual exhibition of the Club, each Artist Member must present a minimum of three recent works at their annual criticism night as allocated. If unable to attend their allocated criticism night, the onus is upon the Member in question to immediately inform the Programme Secretary and, as soon as possible, to find another Artist Member to swap their criticism night in order to accommodate the Member in question and to prevent a gap in the Club's programme. No Member shall present any previously shown painting at another subsequent criticism night unless it has been substantially altered in response to previous criticism at the Club. This would be deemed to be of interest. However, bringing along such a painting would be in addition to presenting the three original new works.



Rule 20

Original Work

It is the responsibility of each Member to ensure that all work they present to the Club as their own for exhibition, criticism or any other purpose has been created by themselves alone and that it conforms to current legislation in terms of copyright.

Rule 21

Winding Up Procedure

Should circumstances arise whereby it is deemed necessary to wind up the Club, it will be for the Ayr Sketch Club Committee in office at that time to decide on the procedure for winding up the Club.

Application of the Constitution and Rules of the Club

The Constitution and Rules of the Club shall be applied strictly in all matters relating to Membership and subscriptions.