



# THE PROBUS CLUB OF CHRISTCHURCH

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## 1. TITLE

The Club shall be called:

**“THE PROBUS CLUB OF CHRISTCHURCH”**

## 2. OBJECT

The object of the Club shall be to promote good fellowship amongst retired professional and businessmen. It shall be non-political and non-sectarian.

## 3. MEMBERSHIP

**3a** Membership shall normally be confined to retired and semi-retired professional and businessmen, resident in the Christchurch area. The restrictions regarding residence may be waived at the discretion of the Committee. An applicant for membership must be proposed and seconded by existing members and his application approved by the Committee after which he shall be deemed to be a member of the Club. Membership shall normally be limited to sixty members, including Life Members, and excluding Honorary Associate and Honorary Members. Once sixty members are reached applicants will be put on a membership waiting list.

**3b** Widows of former members shall automatically become Honorary Associate Members and be entitled to attend any events to which members' wives are invited.

## 4. SUBSCRIPTION

The Annual Subscription shall be payable on election and subsequently at the Annual General Meeting in March, except that new members shall pay the Entrance Fee at the time of joining and the Annual Subscription pro-rata to the next Annual General Meeting. Former members who have resigned will be required to pay a new entrance fee if re-accepted for membership. Members who do not pay their subscription within six months of the AGM will be deemed to have resigned, unless the cause of such non-payment is accepted by the Committee.

The Entrance Fee and the Annual Subscription shall be of an amount as from time to time is recommended by the Committee and approved by the members

## 5. FINANCE AND ACCOUNTS

The financial year shall run from 1<sup>st</sup> January to 31<sup>st</sup> December. An Income and Expenditure Account for each year shall be prepared for approval at the Annual General Meeting, after certification by an Honorary Auditor who has previously been invited to act by the Committee.

Prior approval of the Committee must be obtained for any non-budgeted expenditure. Committee members may, however, spend up to £50 per annum, in the course of their duties without prior approval.

## 6. BANKING

The Club's bankers shall be as specified by the members from time to time.

All monies shall be paid into the account and cheques drawn shall be signed by any two of the following: The Hon. Treasurer and two other members of the committee to be agreed by the committee at its first meeting after the Annual General Meeting.

Internet access to the account for monitoring and for payments by BACS (Bankers Automated Clearing Services) shall be allowed for the Hon. Treasurer and one other, being a mandated signatory to the account, who shall be appointed by the committee at its first meeting after the Annual General Meeting.

## 7. CONSTITUTION

**7a** There shall be a President, Vice-President, Hon. Secretary, Hon Treasurer, up to two Hon. Social Secretaries, Hon. Dining Secretary, Honorary Webmaster, and Hon. Programme Secretary and the affairs of the Club shall be managed by a Committee of these Officers and one other, all except the President to be elected at the Annual General Meeting. In addition there shall be one ex-officio committee member as provided in 7c below. The committee will have the power to appoint other members for specific roles as and when the needs of the club dictate.

**7b** The Vice-President shall automatically become President for the following year.



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**7c** The President shall automatically retire from office on completion of one year but he shall then become an ex-officio committee member for the following year.

**7d** No officer or committee member shall normally be eligible to serve for a consecutive period longer than three years but this provision shall not operate to prevent any member of the committee being nominated for the office of Vice-President.

**7e** Three Members of the Committee shall constitute a quorum and the Committee shall be empowered to co-opt additional committee members and to appoint one or more sub-committees. In the event of an officer, committee member or auditor resigning at other than the Annual General Meeting the Committee shall be empowered to fill the vacancy and such appointment shall be operative until the next following Annual General Meeting.

**7f** Appointments to Honorary Membership and/or Life Membership may be recommended by the Committee at a General Meeting; such recommendations shall be subject to endorsement by members.

**7g** Nominees for the office of Vice-President should have served a minimum of one year as a member of the committee. In the event that no member of the committee wishes to serve as Vice-President then other nominations may be submitted.

**7h** Nominations for committee must be handed to the Hon. Secretary by the end of the February meeting of each year.

## **8. MEETINGS**

Meetings shall take place at such times and at such venues as are so decided from time to time by the members.

A Special General Meeting shall be called by the Honorary Secretary on the written request of not less than 25% of those members whose subscription has been paid up to date.

The business of the Annual General Meeting shall be dealt with at the March monthly meeting.

Voting at all meetings shall be by a show of hands except for the balloting of candidates for office.

In the event of an equal division of votes the President shall have a second or casting vote

## **9. ATTENDANCE**

The membership of any member who has been absent from four consecutive monthly meetings of the Club or whose attendance has been 50% or less in any year shall automatically terminate at the next Annual General Meeting unless the cause of such absence is accepted by the Committee. Attendance at meetings shall normally include taking luncheon.

Members unable to attend and those who bring guests shall give notice to the Hon. Dining Secretary as stated in the newsletter so that the caterers may

be advised as to the exact numbers attending the monthly meeting

Members failing to give adequate notice will be obliged to meet the cost of the luncheon, unless there are extenuating circumstances, which must satisfy the Committee.

## **10. GUESTS**

Members are encouraged to introduce guests at monthly meetings or social functions provided adequate notice is given to the Hon. Dining Secretary but the same guest shall not be introduced more than four times a year

## **11. RULES**

Any alteration to these rules shall be subject to due notice and approval by a majority of members at an Annual General Meeting or, at a Special General Meeting called for the purpose

## **12. WINDING UP**

In the event of the winding up of the Club its assets shall be distributed to local Charities as decided by the members at the final meeting

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