



Broom Methodist Church
Stag Lane
Rotherham
S60 3NR

ESTABLISHED 1970 (R)

THE ROTHERHAM PROBUS CLUB

Constitution

To provide a forum where retired and semi retired business and professional men and women can renew old friendships and form new ones.

To provide an opportunity for the discussion of current events, apart from party politics and sectarian religion.

To provide opportunities to hear talks on subjects of interest to members and to discuss them,

To enter into such social and community service activities as the club members shall decide, (it is not intended that general welfare work should be part of the programme, but the club should be interested in the welfare of its members, especially by keeping in touch with members who are sick.)

1. Title

The Club shall be called **THE ROTHERHAM PROBUS CLUB**.

2. Membership

- a. The Club shall meet most Tuesdays mornings between 10-00 - 1200
- b. Membership shall be open to retired or partially retired professional or business people who are resident in the Rotherham area.
- c. Application for membership must be supported and signed by two existing members and submitted to the Secretary.
- d. Membership shall be reviewed by a General Meeting whenever it is considered necessary.
- e. The annual Subscription shall be reviewed at a General Meeting or at a properly called Extraordinary General Meeting.
- f. A guest who becomes a member part way through a calendar year will be asked to pay a subscription which is pro rata to the full membership cost.
- g. Membership of the club may be terminated at any time by members by notifying the secretary. No refund of subscription will be given.
- h. In recognition of a member's outstanding contribution to the fulfilment of the objectives of the club the Chairman, on the recommendation of the committee, may confer on them honorary membership. Honorary members shall have the same rights, privileges and obligations as ordinary members, but pay no subscriptions.

3. Guests & Visitors

- a. Members of other Probus Clubs are welcome as guests and may attend up to 3 ordinary meetings in the same year.
- b. Members shall at all time have the privilege of bringing to a meeting a guest or prospective member who may attend up to 3 ordinary meetings in the same year.
- c. A guest may attend up to 3 ordinary meetings in the same year.

4. Subscription

The Annual Subscription shall be paid on joining the Club and thereafter in January of each year. The membership fee shall be agreed at the AGM.



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5. Data Protection

Club members' personal details provided on the membership application/renewal form will be stored and processed in line with the General Data Protection Regulations (GDPR) effective May 25th 2018

6. Officials

All officials shall be elected at the Annual General Meeting (AGM)

- a. **Chairman**
- b. **Vice Chairman**
- c. **Secretary**
- d. **Assistant Secretary**
- e. **Treasurer**
- f. **Assistant Treasurer**
- g. **Speaker Finder**
- h. **Assistant Speaker Finder**
- i. **Welfare Officer**
- j. **Hon. Accounts Reviewers (2 officers)**
- k. **Day Excursion Officer**

7. Committee

The management of the Club shall be entrusted to the Committee. The Chairman shall serve for 1 year. The Past Chairman shall remain a member of the committee for 1 year having served as Chairman. Four members of the Committee shall form a quorum for Committee meetings. The Committee shall have the powers to co-opt up to 2 members for special tasks but will not serve beyond the following AGM unless elected. The Committee shall consist of the members holding the following positions:

- a. **Chairman**
- b. **Vice Chairman**
- c. **Past Chairman**
- d. **Secretary**
- e. **Assistant Secretary**
- f. **Treasurer**
- g. **Assistant Treasurer**
- h. **Webmaster**
- i. **Speaker Finder**
- j. **Assistant Speaker Finder**
- k. **Welfare Officer**
- l. **Day Excursion Officer**
- m. **Co-opted members (2 members)**

8. Website

- a. The website shall be called **rotherhamprobus.com**
- b. The Club will promote its existence through a dedicated website which will be designed and updated by the webmaster. All contributions and comments regarding the website will be directed to the Webmaster. The committee will work with the Webmaster to ensure the website reflects the views of the club.
- c. To ensure continuity, the webmaster will provide the Secretary the relevant information for accessing the website should the Webmaster not be available.



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9. Voting

Voting at all meetings shall be by a show of hands or by ballot if requested by the majority of members present. In the event of an equal division of votes the Chairman shall have the casting vote.

Appointments shall be for one year but retiring officers shall be eligible for re-appointment

- a. In normal circumstances it would be expected that the Deputy Chairperson become Chairperson and hold the officer for one year.
- b. Three weeks before the AGM, nominations should reach the secretary on the prescribed form, the consent of the nominee having first been obtained.
- c. Before the AGM, the secretary should prepare a list of nominations and duplicated copies of this list should be used as ballot papers.
- d. The AGM should appoint two scrutineers to be responsible for counting the votes and reporting to the Chairman.

10. Accounts

The Accounts of the Club shall be made up annually to 31st December, and presented by the Treasurer to the AGM as early thereafter as is convenient. The Accounts shall be reviewed by an independent person or persons who can be members of the Club but must be approved by the members at the AGM"

11. Financial Year

The Financial year shall end on the last day of December.

12. Bank Accounts

The signatories of the Club's Bank Accounts shall be five in number, appointed by the Committee of the Club, and must include the Treasurer and Secretary and three other members of the Committee. Any two of these five signatories are authorised to sign cheques on behalf of the club:

13. Amendments to the Club Rules

Alterations to the rules may only be made by a resolution at the AGM or at a Extra Ordinary Meeting called by the Secretary, giving three weeks' notice.

14. Club Closure

In the event of the club being wound up, any balance which remains in the Club's assets after paying all debts, shall be donated to such charitable causes of the Committee's selection.

Agreed at the AGM January 2019