



The Constitution of Omagh Music Society

Constitution 2024 This Constitution replaces any previous

2. **Name** The society shall be known as “Omagh Music Society” hereinafter referred to as “The Society”.

3. The Objects

- (i) To promote the enjoyment of rehearsing and performing choral music and attending performances.
- (ii) To encourage local musical talent.
- (iii) To establish new and maintain previous cross-community links with other choral societies and musicians with a view to performing together.
- (iv) To hold public performances of choral music at least annually, as decided by the Director of Music (Conductor) and the Committee.
- (v) To support charitable organisations as decided by the Committee, by performing, or by monetary contribution when finances permit and are appropriate.

Omagh Music Society is a not for profit organisation. Any income and property of the group shall be applied solely towards promoting the objects and aims of the group. The division of profits or assets among group members is prohibited.

4. Membership of the Society

(i) Membership of the Society is open to all over 16 years of age who can sing. Under 16 participation is at the discretion of the Committee and Safeguarding Officer.

(ii) Members shall pay an annual subscription as determined by the Committee. Part-year memberships and any arrangements for payments by instalments shall be at the discretion of the Committee.

(iii) The Society’s membership year runs from 1 September to 31 August. Only members whose subscription (subject to any part-year membership or instalment arrangements, or other concessions set out in this constitution or approved by the Committee) has been paid by 31 December will be entitled to hold office, to propose or second a member for election to the Committee, and to vote at the Annual General Meeting (AGM). To participate in an EGM (or an AGM held at any time of year other than January) members must have paid their subscription at least three weeks in advance of the meeting date.

(iv) Members shall supply their name and contact details to the Secretary. They may, if they wish, also supply other appropriate information, such as medical details or emergency contacts.

(v) Any member whose behaviour is detrimental to the interests of the Society may have their membership terminated. In such cases members will be given written notice of termination and will have 21 days to make representation to the Committee, accompanied by a friend, if desired.

(vi) People under 18 years of age or over 18 but still in full-time education will not pay a subscription but will be considered full members for any voting purposes.

5. Officers and Committee

The position of President is a lifetime honorary role or until such time as that person may wish to step down. The President may attend all meetings but does not have a vote. The President will be elected as required from the current membership at that time. Honorary roles are at the discretion of the Committee.

The management of the Society shall be the responsibility of a Committee consisting of the following: Chairperson, Vice-Chair, Secretary, Treasurer (the Officers) and up to five other members. The Director of Music may attend all Committee meetings if desired except when their position is being considered.

Each Officer post and the other Committee memberships shall be filled by election to be held at the AGM. Nominations must be submitted at least 7 days before the AGM. In the event that no nominations have been received for an officer position, or too few nominations received for non-officer Committee members, nominations for the respective position (s) shall be re-opened at the meeting. All nominations shall require the name of a proposer and a seconder and the nominee's confirmation of willingness to stand.

6. Terms of Office

(i) All Committee members are elected for a one-year term and, subject to (ii) below, are eligible for re-election.

(ii) At the end of three consecutive years in a particular Officer post, the holder of that post must stand down from that post for at least a year, but will remain eligible for election to any other Committee position.

(iii) If a non-Officer Committee member resigns, the Committee may co-opt a replacement member from the Society to serve until the next AGM. If an officer resigns, the Committee shall either designate one of its existing members to fulfil the vacated role until the next AGM or co-opt a replacement member from the Society to serve until the next AGM..

7. Meetings

(i) Committee meetings shall be held at least once a term.

(ii) A meeting shall be quorate if more than half of the members are present. Motions will be carried by a majority vote.

(iii) The AGM will normally take place in January, and at least fourteen days' notice of the date shall be given.

(iv) An extraordinary general meeting (EGM) shall require at least fourteen days' notice. It may be called by the Committee or by at least 25% of the membership.

(v) An AGM or EGM shall be quorate if more than half of paid-up members are present.

(vi) The Chairperson, if present, shall preside over all meetings. In the absence of the Chairperson, the Vice-Chair or another Officer of the Committee may preside. The person in the chair shall have deliberate and casting vote.

8. Responsibilities

(i) The Committee

(a) The Committee shall be responsible for the financial control and general administration of the Society.

(b) The Committee shall be responsible for the appointment of the Director of Music and Accompanist (s).

(c) The Committee shall liaise with the Director of Music regarding concerts and venues.

(d) The Committee shall review annually to mutual agreement the honorariums paid to the Director of Music and the Accompanist.

(e) The Committee shall be responsible for seeing that a Public Liability Insurance Policy is in place.

(ii) Chairperson

(a) The Chairperson shall be responsible for ensuring that a Safeguarding Policy is in place and reviewed annually.

(b) The Chairperson shall be responsible for the management of Committee meetings, AGMs and EGMs.

(c) The Chairperson shall be responsible, with the assistance of the Secretary, for communicating all necessary information to members of the Society either verbally at rehearsals, in meetings or via email or by telecommunication.

(iii) Vice-Chairperson

To deputise and support the Chairperson in the execution of their duties.

(iv) Treasurer

(a) They shall maintain accurate financial records.

(b) They shall ensure that all money entrusted to them on behalf of the Society is lodged promptly in a bank and duly acknowledged and receipted.

(c) They shall request the annual subscription from members and issue reminders if payment is not forthcoming. This subscription shall be reviewed annually by the Committee and may be changed on the recommendation of the Treasurer, for approval of the membership at the AGM.

(d) They shall have the accounts of the preceding year reviewed by a member of the Society not on the Committee, prior to presenting them at the AGM.

(e) They shall liaise with the Director of Music and Committee regarding applications for grant-funding.

(f) They shall ensure the prompt payment of invoices, and receipts obtained for same.

(g) Two Officers are required as signatories for the expenditure of funds.

(v) Secretary

(a) They shall maintain accurate membership lists and be responsible for general administrative tasks.

(b) They shall be responsible for the recording of minutes of each Committee meeting, AGM and EGM and for preparing and presenting an annual report at the AGM.

(c) They shall be responsible for booking the performance venues.

(d) They shall liaise with other Choral Societies as required.

(e) They shall keep copies of all correspondence.

(f) They shall ensure that each Committee member has received a copy of the Constitution and that copies are available for Society members on request.

(vi) **Other Committee roles**

The Committee may create whatever other roles it deems desirable (eg assistant secretary, PR and media officer, etc) and, subject to the agreement of the member concerned, allocate them to any existing Committee member.

(vii) **Director of Music (Conductor)**

(a) They shall liaise with the Committee regarding the selection of works to be performed, soloists and instrumental accompaniment.

(b) They shall liaise with the Committee regarding concerts and venues.

(c) If the Director of Music has substantive concerns regarding a member's musical ability they may use their discretion regarding action, if any, and also consult the Chairperson.

(d) The Director of Music and the Committee shall review annually, at the end of the season, the Directorship with regard to mutual satisfaction.

(viii) **Librarian**

(a) They shall order musical/vocal scores as necessary, as advised by the Director of Music and will ensure their collection and return to the appropriate hire companies/library, post-performance. The librarian shall issue reminders to members who fail to return scores on time, followed by an invoice for replacement of same.

(b) They shall keep a record of all music held by the Society

9. Attendance

Members need to attend rehearsals regularly. In the event of absence, members should try to notify the Secretary or send a message via another member of the Society in advance of rehearsals.

10. Dress Code

Members agree to abide by dress code requirements for particular performances as laid down by the Committee.

11. Amendments to the Constitution

(i) Amendments to the Constitution can be ratified only at an AGM or EGM.

(ii) Fourteen days' notice is required for proposals to make amendments to the Constitution.

(iii) Amendments to the Constitution must be proposed by the Committee or by at least 25% of the membership.

12. Dissolution

(i) The Committee may be dissolved following a majority vote of no confidence at an EGM. Election of a new Committee may be held at that EGM or at a further EGM to take place within a month following.

(ii) If the Society is dissolved, following the discharge of all liabilities, any remaining assets shall be donated to a charitable organisation(s) to be decided by the Committee in keeping with the objects of the Society.

Ratified by AGM held on 26th February 2024 [date]

Signed by:

A Patterson

Chairperson

A Campbell

Vice - chairperson

J A Card Simpson

Secretary

S E Traine

Treasurer

All other committee members:

Katherine McGin

KATHERINE McGIN

Charles

David Bowman

G. Gamett

Gifford Young