

UNIVERSITY OF ABERDEEN  
**GILBERT & SULLIVAN**  
S O C I E T Y  
CONSTITUTION

**1. NAME**

The Society shall be known as 'University of Aberdeen Gilbert and Sullivan Society', hereinafter referred to as 'the Society'.

**2. OBJECTIVE**

The object of the Society shall be to advance public education and appreciation of the Gilbert & Sullivan operettas in all its aspects by public performance at the highest possible level under guidance and by any other such format as the Society shall determine.

**3. MEMBERSHIP**

Membership of the Society does not guarantee a place in the cast of any production. All casting will be subject to audition at the discretion of the Production Team. The decision of the Production Team is final.

**A : CATEGORIES**

1. **Full Membership** is open to matriculated students of the University of Aberdeen, who have paid the appropriate subscriptions laid down from time to time by the committee.

i. The year of membership shall run from the 1<sup>st</sup> of August until the 31<sup>st</sup> of July.

2. **Associate Membership** is open to graduates and staff of the University of Aberdeen, students, staff and graduates of The Robert Gordon University and Aberdeen College and other non-students who have paid the appropriate subscriptions laid down from time to time by the committee.

3. **Guest Membership** is open to individuals who have been invited to perform with the Society for a specific event or concert. This form of membership can be granted by the Production Team and overseen by the committee where any decision will be final.

4. **Patron Membership** shall be awarded to one (1) individual or group to recognise their ongoing support for the Society, as decided by the committee.

5. **Honorary Life Membership** may be given to those who support the Society financially or as otherwise decided by the committee.

## **B : TERMINATION**

1. Membership of any individual member may be terminated, if his or her actions are seen as being detrimental to the objectives of the Society, by a resolution of two-thirds of the committee members present provided that:

- i. the President shall give at least seven (7) days' written notice to the said member of the meeting at which the resolution will be moved;
- ii. at the said meeting the individual or individuals, who may be accompanied by a friend, will be given the opportunity to make representations against the said resolution;
- iii. the decision of such meeting of the case in point shall be final.

## **4. COMMITTEE**

1. At the Annual General Meeting of the Society the **Full Members shall elect the following positions**, except the post of First Year Member, which shall be decided in the first term of the academic year. All positions shall be eligible for re-election.

2. The following committee positions shall be the office bearers of the Society. These positions must be filled by matriculated students of the University of Aberdeen. The treasurer must not be entering into their final year of study.

- i. President
- ii. Vice-President
- iii. Treasurer
- iv. Administrator 1**
- v. Social Convener**

3. The committee shall consist of the office bearers together with:

- i. Administrator 2
- ii. Webmaster
- iii. First Year Member
- iv. Musical Director
- v. Director

The outgoing president may be invited to sit on the committee in an advisory capacity.

4. All the arrangements for the annual production and other events and the control of finance shall be in the hands of the committee.

5. Sub-committees may be appointed for any purpose by the committee. Membership of such sub-committees shall be entirely at the discretion of the committee.

6. For full details of all committee positions and individual responsibilities, see appendix one (1).

## 5. POWERS

In furtherance of the objectives but not otherwise the committee may exercise the following powers:

- i. power to raise funds and to invite and receive contributions provided that in raising funds the committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law;
- ii. power to buy, take on lease or exchange any equipment such as scenery, lighting, properties, microphones or costumes necessary for the achievement of the objects and to maintain and equip it for use;
- iii. power to employ paid staff such as musicians and theatrical technical staff who shall not be members of the committee as are necessary for the proper pursuit of the objects;
- iv. power to join any charitable trusts, associations or institutions formed for all or any of the objectives;
- v. power to appoint and constitute such advisory committees as the committee may think fit;
- vi. power to do all such other lawful things as are necessary for the achievement of the objects which do not contravene the Aberdeen University Students' Association constitution, other AUSA policies or Societies' Union bye-Laws.

## 6. EQUAL OPPORTUNITIES

No individual shall be excluded from membership of the Society or debarred from any official capacity on the committee on the grounds of sex, race, colour, age, religion, sexual orientation, disability or political affiliation.

## 7. FINANCE

1. The Society's financial year shall be the period between 1<sup>st</sup> of August until the 31<sup>st</sup> of July.
2. The funds of the Society, including all donations, contributions and bequests, shall be paid into an account operated by the committee in the name of the Society at such bank as the Aberdeen University Students' Association shall from time to time decide. Cheques shall be signed in the Society's name by any two of the three office bearers of the committee. Cheques over five hundred pounds (£500) must be approved in writing or signed by the President.
3. Tickets for any or all of the Society's concerts and other events shall be offered for sale to the public.
4. The income of the Society whencesoever derived shall be applied solely towards promoting the objects of the society as set forth above and no portion thereof shall be paid or

transferred either directly or indirectly to any member or members of the Society except in payment for legitimate expenses incurred on behalf of the Society.

## **8. ANNUAL GENERAL MEETING**

1. There shall be an Annual General Meeting of the Society which shall be held during the third term of University of Aberdeen Academic Session.
2. The committee shall call every Annual General Meeting. The President shall give at least fourteen (14) days' notice to all members of the Society. All members of the Society shall be entitled to attend, and shall be invited to vote at the meeting.
3. The committee shall present to each Annual General Meeting the report and accounts of the Society for the preceding year.
4. Members of the committee shall be elected as necessary at the Annual General Meeting. Nominations for election to the committee must be made by members of the Society in writing and must be submitted to the President prior to the meeting. Each candidate must be nominated and seconded by two current members.
5. Other business at the Annual General Meeting:
  - i. to appoint the President as appropriate;
  - ii. to formally announce the following annual production;
  - iii. to consider relevant business placed on the agenda by the committee;
  - iv. to consider any other business by leave of the President.
6. A quorum at the Annual General Meeting shall be a minimum of fifteen (15) **Full Members**.
7. Voting by proxy is not allowed. See appendix two (2) for details of hustings and election procedures.

## 9. SPECIAL GENERAL MEETINGS

A Special General Meeting of the Society can be called as follows:

- i. by written request of the committee
- ii. by a written request stating the business to be considered at the meeting signed by a minimum of ten (10) full members of the Society.

Upon receipt of such a request the President shall call a special meeting. At least seven (7) days' written notice must be given to all full members. The notice must state the business to be discussed.

## 10. ALTERATIONS TO THE CONSTITUTION

1. Subject to the following provisions of this clause, the constitution may be altered by a resolution passed by not less than two-thirds of the members present and voting at a General Meeting. The notice of the General Meeting must include notice of the resolution, setting out the terms of the alterations proposed.
2. No amendment may be made to Clause 1 (the name of Society clause), Clause 2 (the objects clause), clause 11 (the dissolutions clause), or this clause without prior consent in writing from the Students' Association.
3. No resolution for alterations to the constitution will be accepted by the President unless:
  - i. it has been accepted by the committee by a majority vote, or
  - ii. the President has received a written request signed by at least fifteen (15) members. Such alterations should be discussed and voted on at a General Meeting of the Society. Seven (7) days notice shall be given of the said meeting.
4. All alterations and amendments to this constitution and associated appendixes approved by the Society must be submitted to Aberdeen University Students' Association Societies Union for final approval before they can be fully adopted.

## 11. DISSOLUTION

If the committee decides that it is necessary or advisable to dissolve the Society it shall call a meeting of all members of the Society, of which not less than twenty one (21) days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by two-thirds of the majority of those present and voting the committee shall have the power to release the assets held by or on behalf of the Society. Any assets remaining after the satisfaction of any debts or liabilities shall be given or transferred to Aberdeen University Students' Association with the recommendation that they be forwarded

to Treading The Boards Musical Society, it having objects similar to the object of the Society, or failing that shall be applied for some other charitable purpose. A copy of the statement of accounts or accountant's statement, for the final accounting period of the Society will be made available to all members of the Society and must be sent to University Music. The Society may not be wound up or dissolved if its liabilities exceed its assets without written permission from Aberdeen University Students' Association.

**Anne Herbert**  
**President 2006-07**

**Draft submitted for approval at 2007 AGM**

**APPENDIX ONE**

1. The President shall, unless prevented by illness or other sufficient reason, represent the Society on all public occasions, and take the chair at all meetings of the Society and committee. At such meetings, he/she shall have a deliberate as well as a casting vote, preserve decorum and decide all points of order, for which his/her ruling shall be final. The President shall also be responsible for keeping in touch with Patron and Honorary Life Members.
2. The Vice-President shall deputise for the President in the first instance whenever he/she is unavailable, and shall be responsible for the organisation of social events.
3. The Treasurer shall keep correct accounts showing the financial position of the Society, shall submit a report showing the exact financial position of the Society at the Annual General Meeting, and shall submit the accounts to be audited or examined, as required, to **Aberdeen University Students' Association**.
4. The Administrators shall be responsible for publicity, poster and programme design, sponsorship, fundraising, minute taking, correspondence both external and internal, and maintaining a record of all official documents of the Society. These duties may be undertaken jointly or divided between the two Administrators.
5. The Webmaster shall be responsible for maintaining and updating the official Society website, [www.gilbertandsullivansociety.co.uk](http://www.gilbertandsullivansociety.co.uk), on a regular basis.
6. The First Year Member shall assist any other committee member with any of their prescribed duties.
7. The Production Team, namely the Director and Musical Director, shall jointly be responsible for all artistic aspects of the Society's productions. This includes having the power to appoint assistants as appropriate.
8. Any other duties may be undertaken by any committee member, under advice from the President and in consultation with the rest of the committee as appropriate.

## APPENDIX TWO

1. The committee posts shall be elected in the following order: President, Vice- President, Treasurer, Administrator 1, Social Convener, Administrator 2, Webmaster, Director, Musical Director.
2. Any member who is unsuccessful in standing for a committee post is automatically eligible to stand again for a different post.
3. The positions of Director and Musical Director are the only posts that may be held at the same time as another committee post.
4. The election procedures for each post shall be as follows:
  - i. The candidates shall be invited to make a short speech. In the event of two or more candidates standing for the one post, they shall speak in alphabetical order.
  - ii. After all the candidates standing for a particular post have spoken, questions may be asked from the floor.
  - iii. A secret written ballot shall be taken, using the single transferable vote system. The results shall be counted and verified by the office-bearers of the outgoing committee.
5. Excepting elections to committee and production team posts, any resolution put to the vote of a meeting shall be decided on a show of hands. A declaration by the President that a resolution has been carried unanimously, or by a particular majority, or lost, or not carried by a particular majority, and an entry to that effect in the minutes of the meeting, shall be conclusive evidence of the fact, without proof, of the number or proportion of the votes recorded in favour of, or against the resolution. In the case of an equality of votes, the President shall be entitled to an additional casting vote.