

SHEFFIELD UNIVERSITY DRAMA SOCIETY
CONSTITUTION (as approved from July 2018)

Title	
1.	The Society shall be called Sheffield University Drama Society.
Object	
2.	The object of the Society shall be to promote all aspects of the arts of the theatre and to do all such things as are conducive to this object.
3.	The income and property of the Society shall be devoted solely to the stated object of the Society and no payment, either directly or indirectly, shall be made to any member for services to the Society or for other than legitimate expenses incurred in its work.
4.	If upon dissolution of the Society there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be devoted to a charitable object similar to that of the Society.
Membership	
5.	Membership shall be granted at the discretion of the Committee.
6.	Members shall pay an annual subscription which entitles them to vote at all General Meetings.
7.	The Committee shall have power to expel any member who shall offend against the Constitution of the Society or whose conduct shall, in the opinion of the Committee, render him or her unfit for membership of the Society. Before any such member is expelled, the Secretary shall give him or her seven days' notice to attend a meeting of the Committee, and shall inform him or her of the complaints made against him or her. No member shall be expelled before they first have the opportunity of appearing before the Committee and answering complaints made against him or her, or unless two-thirds of the Committee then present vote in favour of his or her expulsion.
Officers and Committee	
8.	The management of the Society shall be in the hands of the Committee of members constituted as follows: (a) Officers (4) The Chair, the Treasurer, the Secretary and the Membership Secretary (all acting ex- officio) (b) Members prepared to take an active interest in the development of production skills in the Society (6). One in each of (i) design, (ii) wardrobe, (iii) front-of-house and ticketing, (iv) technical and health and safety, (v) marketing and publicity, (vi) production and stage management (c) Open seats (2) Two other members When no nominations are received for the seats in category (b), these places on the Committee shall be opened for nomination as further open seats.
9.	The officers and one third of the other members shall retire annually but shall be eligible to offer themselves for re-election. The names of the Committee members to retire at the end of the first year shall be determined by lot and thereafter by rotation.
10.	The quorum for meetings of the Committee shall be six members.

11.	<p>The Committee shall have powers:</p> <ul style="list-style-type: none"> • To carry out the general management of the Society involving such things as are in furtherance, directly or indirectly, of the stated object of the Society. • To agree that an elected member of the Committee may share the duties of the Chair of the Society for a year. • To delegate any of its powers to sub-committees appointed by itself. • To co-opt on to the Committee or on to any sub-committee any member of the Society who is not already a member of the Committee. • To decide the programme of the Society's productions and other activities.
Subscriptions	
12.	Subscriptions shall be due on 1 August each year at rates determined by the Annual General Meeting from time to time.
Annual General Meeting	
13.	<p>The Annual General Meeting shall be held between 1 July and 31 July</p> <p>(a) To receive a report on the year's activities and the statement of accounts for the previous year ending 30 June</p> <p>(b) To elect the officers and members of the Committee for the ensuing year, nominations duly proposed and seconded to be handed to the secretary before the start of the Annual General Meeting</p> <p>(c) To consider any other business of which due notice has been given</p> <p>The meeting shall be called by the Secretary in writing at least fourteen clear days before the appointed date. Every member shall be sent notice of the meeting and a copy of the statement of accounts. Fifteen members shall form a quorum at the Annual General Meeting</p>
Extraordinary General Meeting	
14.	An Extraordinary General Meeting may be convened at any time at the instance of not less than ten members, or at the request of the Committee, within twenty-one days of the requisition being received in writing by the Secretary. Notice convening an Extraordinary General Meeting shall be sent to all members not less than fourteen days before the appointed date. Fifteen members shall form a quorum at an Extraordinary General Meeting.
Alterations to the Constitution	
15.	Notice in writing to the Secretary must be sent at least twenty-eight clear days before the Annual General Meeting, signed by the proposer and seconder of any proposed alteration or alterations. Notice of any such alteration shall be included in the notice calling the meeting.
Complaints	
16.	Any member desiring to bring a complaint or grievance before the Committee shall notify the Secretary in writing who shall bring it to the notice of the Committee not later than the next Committee meeting.
Copies of the Constitution	
17.	Every member of the Society shall be eligible to receive a copy of the Constitution. and it will be published on the Society's website.
Termination of the Society	
18.	The Society shall not be terminated except by resolution of an Extraordinary General Meeting passed by at least three-quarters of the members present, convened in accordance with Clause 14, for that purpose.