

Minehead Choral Society Rules to be adopted Autumn 2023

- 1] These Rules only apply if they do not conflict with the Constitution, which must take precedence.
- 2] New members will be welcomed, and become members once they have submitted a membership application form and paid their subscription, subject to there being no objection raised by the Musical Director or the Committee.
- 3] The Secretary [or a membership secretary if one is appointed] will administer a register of members, within the requirements of the Society Data Protection policy and will supply updated copies to the Chairman, Treasurer and Librarian before each concert.
The secretary shall conduct correspondence and deal generally with the business affairs of the Society. The Secretary shall also be responsible for the maintenance of a register of attendance at rehearsals.
Responsibilities of the Secretary will include the booking of rehearsal rooms and concert venues, and the dissemination to relevant members of information for committee meetings, rehearsals, and concerts. Dates for these activities will generally be agreed by the committee either at a committee meeting or by round-robin eMail communications.
- 4] The Treasurer shall be responsible for the finances of the Society and shall present a statement of accounts to the members at the AGM. The treasurer can negotiate the remuneration with the Musical Director and the Accompanist but will consult other trustees if there are problems arriving at a satisfactory solution.
- 5] The Musical Director shall have overall responsibility for the conduct of rehearsals and concerts and will recommend to the committee the items to be performed, and soloists and other musicians who will be engaged, for rehearsals or performances. A Repertoire sub-committee might be established to help with the selection of music but the musical director will have the final say.
- 6] The librarian shall be responsible for the ordering and distribution of music and shall keep a record of all music loaned to members.
- 7] The annual subscription shall be such a sum as shall be agreed at the Annual General Meeting and shall be payable in September. Student members and those who have not yet commenced full time employment shall pay one half of the current subscription. If it is helpful to do so the subscription may be paid in two equal instalments in September and January but a discount, agreed by the members at an AGM, will be applicable for members paying in a single instalment. Any member whose subscriptions or the appropriate instalment thereof is unpaid at the date of the concert shall be ineligible to take part in the concert. Any person, not having previously been a member, and joining the Society after the first concert of the season, shall be required to pay one half of the annual subscription.
- 8] Any member who has not attended a minimum of two thirds of the rehearsals for a concert shall at the discretion of the committee and on the advice of the musical director be ineligible to take part in that concert. Prior notification of absence from rehearsals should be given if possible.
- 9] In exceptional circumstances the Musical Director shall have discretion to excuse attendance at final rehearsals and then only after being satisfied that the particular member has maintained a proper level of attendance at ordinary rehearsals.
- 10] With the agreement of the Committee and The Musical Director, experienced guest singers who are not members of the society may be introduced to strengthen sections of the choir. In such cases the requirement of the Rule 8 may be waived but attendance at the final rehearsal shall be obligatory. Guest singers would not be counted as members and would not need to pay a membership fee.

- 11] A member may be asked to retire if the committee takes the view that this would be in the best interest of the society. The constitution allows for the member to appeal such a decision.
- 12] No member of the society shall receive any fee for singing at the society's performances.
- 13] Trustees may choose from amongst their number a Chair. The Chair might stand for re-election as an ordinary trustee at an AGM and if re-elected would continue as chair until he/she resigns or loses the confidence of the other trustees. The Chair would have the duty of chairing committee meetings and the AGM, would take an overview in the continuing smooth running of the Society, and would support the other trustees as necessary. Although they are not elected trustees, the Musical Director and the Accompanist will be invited to all committee meetings [as non voting members], but will not remain in the meeting if their remuneration is being discussed.
- 14] Although it is not a requirement of the Constitution, the Committee will submit any significant changes to these rules to an AGM vote at which a simple majority will be considered sufficient.