

## **Rules**

1. TITLE: The Club shall be called The Probus Club of Dartmouth.
2. PURPOSE: The purpose of the Club shall be to provide a regular meeting point for its members and the opportunity to make new social contacts.
3. The Club is a non-profit organisation.
4. MEMBERSHIP:
  - a) Membership shall be open to all professional and business men in Dartmouth and District who have fully or partially retired from their normal business or profession, or who are approaching retirement.
  - b) An applicant for membership must be sponsored by an existing member and shall be approved by the Committee.
5. CONSTITUTION:
  - a) The Officers of the Club shall be: Chairman; Vice-Chairman; Honorary Secretary; Honorary Treasurer; Speaker Secretary (current year); Speaker Secretary (current year plus one); Social Secretary; Lunch Secretary; Immediate Past Chairman
  - b) The affairs of the Club shall be managed by a Committee consisting of these Officers.
  - c) The Officers shall be elected at the Annual General Meeting.
  - d) The Chairman shall hold office for one year and shall then normally be succeeded by the Vice-Chairman. A new Vice-Chairman shall be elected at each Annual General Meeting.
  - e) The Honorary Secretary and the Honorary Treasurer shall hold office for two years and shall be eligible for re-election.
  - f) The Speaker Secretaries shall hold office for two years
  - g) The Registrar and the Lunch Secretary shall hold office for one year and shall be eligible for re-election.
  - h) The Committee shall have power to co-opt an additional member or members.
6. MEETINGS
  - a) The Annual General Meeting shall be held in January each year, when the Minutes of the previous A.G.M. shall be presented for approval, the Officers shall report on the Club's affairs, the Rules shall be read and new Officers elected.
  - b) The Secretary shall call a Special General Meeting at the written request of not less than one quarter of the members.
  - c) The Club shall normally meet on the first and third Wednesdays in each month, and the first Wednesday shall normally be a luncheon meeting.

- d) The Secretary shall call a meeting of the Committee whenever it is required. The Quorum of the Committee shall be three, but must include the Chairman or the Vice-Chairman or the Secretary who will chair the meeting.
- e) If both the Chairman and the Vice-Chairman are not available to chair a Meeting of the Club, the Chairman or the Vice Chairman or the Secretary shall appoint an Officer or a Member of the Club to chair the Meeting.

## 7. SUBSCRIPTIONS

- a) There shall be an Enrolment fee for new members, payable following approval of membership. The amount of this is subject to annual review.
- b) The Club's Annual Subscription is subject to annual review, and is payable in January of each year. Any reduction of the annual subscription for new members, who joined part-way through a year, or for those members who, for health or other reasons, were unable to attend most of the Club meetings, shall be at the discretion of the Committee.
- c) Any member who by 30th June in any year has failed to pay his subscription shall be reminded to pay and asked whether he wishes to continue as a member. Any member who by 30th September has failed to pay his subscription shall be assumed to have resigned, and his name will be erased from the Register of Members.

- 8. ACCOUNTS: These shall be prepared and presented at the Annual General Meeting for approval after audit by a Member appointed by the Club.

## 9. BYE-LAWS

- a) GUESTS: A member may bring a guest to any meeting of the Club other than the Annual General Meeting or a Special General Meeting – see paragraph 9 below.
- b) SPECIAL SOCIAL OCCASIONS: Ladies may be invited to special social occasions.
- c) COMMUNITY PROJECT: Any requests for help shall be put before members for their individual consideration.
- d) OTHER ORGANISATIONS - Other similar organisations or appropriate bodies may be invited to meet with the Club for social occasions with the approval of the majority of the members.
- e) NAME BADGES - Name badges shall be provided for all registered members and should be worn at all meetings. (Currently suspended – the name on the Programme card now serves the purpose.)