

# THE REGIS PLAYERS

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## Rules & Constitution

**Last Modified 28 July, 2008**



*noda*

SERVING AMATEUR THEATRE SINCE 1899

National Operatic and Dramatic Society  
Membership No. 00033092

## **1. Name of the Society**

The Society shall henceforth be called The Regis Players

## **2. Objectives**

To educate and entertain the public in the dramatic arts and to further the development of public appreciation and taste in the said arts; and in furtherance of this object but not otherwise the Society through its management committee shall have the following powers:

- A. To promote plays and other dramatic works of educational and entertainment value.
- B. To purchase, acquire and obtain interests in the copyright of, or the right to perform, or show any such play and other dramatic works.
- C. To purchase or otherwise acquire plant, machinery, furniture, fixtures, fittings, scenery and all other necessary effects.
- D. To raise funds and invite and receive contributions from any persons whatsoever by way of subscriptions, donations and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds.
- E. To do all such other things as shall further the objects of the Society.

## **3. Membership**

- A. Membership shall be open to anybody the Committee think to admit to Membership. However, only those with fully paid up membership subscriptions may vote.
- B. Membership will comprise Adult Full Acting Member, Junior Full Acting Member (18 and below), Production (Non Acting) Member.
- C. All Ordinary members shall pay an annual subscription fee as set at the Annual General Meeting ("AGM") or a temporary membership (pro-rata fee determined by the Committee) for the duration of the rehearsals and production run. The cast in productions shall also pay any show levy as agreed by the committee if this is deemed necessary.
- D. Applicants for acting membership must have the potential or proven experience to meet the artistic standards required by the Society. Where the applicant is unknown to the society and wants to join as an acting member the applicant will be required to undertake an audition with a panel composed of at least 3 Committee members.

## **4. Committee of Management**

- A. The Committee of Management shall not exceed 9 voting Members of whom 4 elected Members shall form a quorum.
- B. The Committee shall consist of the following - elected at each AGM:
  - i Chairman
  - ii Vice Chairman
  - iii Secretary
  - iv Production Manager
  - v Publicity Manager
  - vi Financial Manager
  - vii Up to 3 other members and roles to be agreed amongst the committee
- C. The Committee may co-opt additional members if necessary to conduct the Society's affairs, but such co-opted members shall not have voting powers.
- D. Casual vacancies on the Committee may be filled by any General Meeting of the members
- E. Committee Members must be or become Ordinary Members and pay the appropriate Membership Subscription.

- F. The Committee shall have the power to invite a Production team for each performance.
- G. The choice of production(s) shall rest with the Committee; the choice being made with regard to:
- i The financial resource of the Society
  - ii The artistic capabilities of the membership
  - iii The number of active members
  - iv The preference, if any, of the members
- H. The Committee may invite a suitable person to serve as President of the Society.

## **5. Funds**

- A. The financial year of the Society shall start on 1<sup>st</sup> June each year (commencing 1<sup>st</sup> June 2006).
- B. All property acquired or to be acquired on account, on behalf of the Society shall be the property of the members of the Society, and shall be used only towards the promotion of the Society as set forth in these rules.
- C. The Financial Manager shall maintain a full record of receipts and payments and prepare an Annual Statement at the end of each financial year showing full particulars of all receipts and payments for the previous year.
- D. At each AGM an Auditor for the ensuing year shall be elected.
- i The Auditors shall have the power to call for and examine any documents and records as he/she may deem desirable.
  - ii The Auditor shall also have the power to examine the books of the Society at any time.
  - iii The Auditor shall report to the Society any discrepancies not explained to his/her satisfaction, and expenditure not in accordance with these rules, or any other matter they see fit.
  - iv Casual vacancy of Auditor may be filled by an Auditor appointed by the Committee.
  - v Members of the Committee shall be banned from the office of Auditor
- E. The Treasurer's Annual Statement shall be fully examined and certified by the Auditor. Thereafter, the statement shall be submitted to the Committee and to the AGM and, after approval, circulated to all members
- F. The Society will open and maintain a bank account and all monies shall be paid as soon as possible into the said account.
- G. All cheques etc for payment from the Bank account will have two Committee signatures, normally that of the Treasurer and also the signature of another Committee member mandated by the Committee. However; as long as the Treasurer agrees, cheques etc for payment from the Bank account may where required be signed by any two of the Treasurer, Chairman or Secretary and any other Committee Member mandated by the Committee.

## **6. Meetings**

- A. General meetings
- i An Annual General Meeting of members shall be held no later than the end of August each year, at which a report and a Financial Statement for the previous year shall be presented by the Committee.
  - ii The Annual General Meeting shall be convened at not less than 14 days notice to all members
  - iii A Special General/Meeting shall be convened at not less than 14 days notice whenever the Committee deem it expedient, or 30% of the members so request in writing the meeting being held within 28 days of receipt by the Secretary of such a request

- iv General meetings agendas shall be made available to all fully paid up members at least 14 days in advance.

#### B. Committee Meetings

- i Committee meetings shall be held at least once every 2 months.
- ii Any member of the Committee may request that the Secretary convene a Committee meeting who shall do so at the earliest opportunity giving 7 days notice.

### **7. Productions**

- A. A budget for each production (including all envisaged costs such as rehearsal room hire) will be drawn up by the Production Manger in conjunction with the Financial Manger and director and agreed with by the Committee prior to the start of the production audition/ rehearsal schedule.
- B. The Committee will agree an auditioning panel for each production and the panel will include the director for that production.
- C. The cast for any production will be selected on an open audition basis.
- D. The director for the production will agree with the selected cast a schedule of rehearsals and the rehearsal dates will be notified to the cast no later than 7 days after the first rehearsal meeting.
- E. The Committee shall be empowered to expel or suspend any member who fails to attend 80% of that person's expected rehearsal attendances or misses three consecutive rehearsals on a production.

### **8. Alteration to the Rules**

The rules may be altered only by a 60% majority at a General Meeting.

### **9. Interpretation of the Rules**

- A. The interpretation of the Rules shall be with the Committee.
- B. The Committee shall be empowered to act on any matter where the Rules are silent

### **10. Dissolution**

Upon dissolution of the Society there remains, after the satisfaction of all debts and liabilities, any property whatsoever; this shall not be paid or distributed among members of the Society but shall be given or transferred to a charitable body or bodies having similar objectives.