

# Totnes Ukulele Kollektive's Constitution *v1 Final 09 Jan 24*

## 1. Name

The name of the Club shall be the **Totnes Ukulele Kollektive (TUKE)** hereafter referred to as the Club.

## 2. Membership

Membership shall be open to all adults (16 & over) interested in furthering the purpose and objectives of the Club. The Club shall have at least 8 Ordinary Members and an elected Committee.

To be considered a Member the individual must have attended at least 12 meetings in the previous 12 months and pay their subscription fees via standing order. Members have the right to speak and vote at all Annual General Meetings (AGM) and General meetings.

Young persons, those under 16 can attend Club Jams and events but must be accompanied and chaperoned by a suitable adult family member.

## 3. Our Purpose and Objectives

Our Purpose – TUKE is a non-profit group of ukulele players who meet to play, learn, and practice in an informal and supportive setting.

Our Objectives

- To promote the playing and enjoyment of the ukulele among members and others
- To provide opportunities for others to learn how to play the ukulele
- To hold regular Uke Jams
- To encourage diversity and inclusion in our membership by playing a broad and diverse range of songs
- To collaborate with other community groups
- To take the opportunity to raise money for charity
- To perform at gigs, festivals, fairs, community, and other similar events

## 4. Membership Subscription and Ukulele Lesson Fees

First time players to our Uke Jams will be asked to make a voluntary contribution, regular players can pay by standing order (making you a member of the Club) or contribute at each visit. When beginner's ukulele lessons are offered a fee will be payable for each lesson. Fees will be reviewed and set by the Committee.

Those who are 16 and under won't be required to pay Uke Jam fees, but will be asked to contribute to Uke lessons when applicable.

## 5. Finances

TUKE is a non-profit organisation that is self-funded through subscription, lesson fees and donations. The Club has its own bank account and Treasurer. Details of club funds will be shared for review at Committee meetings. When playing live we may take the opportunity to raise money for a charity, when doing so all the monies raised in the collection bucket will go to the charity named.

Live performances carry no fee, albeit a donation and/or tickets for the Uke Players to the event may be requested.

## 6. Organisation

TUKE operates in the spirit of cooperative teamwork and with minimal bureaucracy. General day to day management of the Club shall be in the hands of the Committee. All matters arising shall be determined by a simple majority of Committee members, and Members when present at the AGM, with the Chair having a deciding vote.

The contents of this constitution are to be reviewed, by the Committee, prior to the AGM and any proposed changes put to the members at the AGM.

## **Roles on the Committee**

**Chair** – Shall chair both the AGM, General and Committee meetings

**Treasurer** – Responsible for maintaining the accounts, issue monies raised to charities, and list of current assets and their location

**Secretary** – Responsible for taking and distribution of the action log and associated Club papers

**Song co-ordinator** – Responsible for co-ordinating the compilation of at least one new songbook a year

**Marketing and Social Media Lead** – Keeping the Club website up to date and advertising the Club, particularly across social media.

**Diversity and Inclusion Lead** – Keep the Club up to date with best practice

In the event of an officer standing down during the year a replacement will be elected by the next General Meeting of Members.

## **Committee meetings**

- A minimum of any 3 committee members shall form a quorum for Committee meetings
- Committee meetings shall be held at a date agreeable by the Committee
- No longer than 6 months shall elapse between meetings
- Every matter shall be determined by a simple majority of Committee members present. In the case of a tied vote, the Chair shall have the deciding vote
- Action log of all Committee meetings shall be kept by the Secretary and distributed to all Club Members.

## **Member meetings**

- A minimum of 3 Committee members and 5 Ordinary members shall form a quorum for the AGM.
- The AGM shall be held in January each year
- An Extraordinary General Meeting (EGM) can be called at any time by a minimum of 10 Ordinary members or by a simple majority of Committee members
- An action log of all Member meetings shall be kept by the Secretary and distributed to all Club members

## **7. Equal Opportunities**

The Club will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status, or age. Our Uke Jams and related Club events may take place in licensed premises to which admission to young people may be restricted by the licensee.

## **8. Dissolution**

If TUKE was to cease, all assets and funds will be donated by common consent to local Totnes schools or charities. The Club may be dissolved by a resolution passed by a majority of members present at an EGM convened for the purpose.

## **9. Declaration**

We certify that this is a current copy of the Constitution of the Totnes Ukulele Kollektive, which was adopted at the AGM held at the Barrel House Ballroom, Totnes on 08 Jan 24

**Signed**

**Chair**

**Secretary**

**Treasurer**