



THE PROBUS CLUB OF LEDBURY

CONSTITUTION (As Amended April 2023)

The Constitution provides as follows:-

1. The name of the Club is The Probus Club of Ledbury.
2. The aim of the Club is to provide an opportunity for Members to meet socially and informally, and that formalities be kept to a minimum.
3. While guests are invited to some of the meetings and social occasions, it is a private club that restricts membership to men. (*Approved and amended April 2023*)
4. A prospective Member can attend two Meetings as a guest, after which he may apply for Membership. On receipt of his application by the Secretary, Members will be advised at the following two meetings, after which (assuming the application is approved by the Chairman and Secretary - or other officers in their absence) he will be enrolled at the next Meeting he attends.
5. A category of honorary membership is open, subject to a vote of members, to individuals who can no longer attend meetings regularly as follows:
 - Members who have contributed significantly to the club, by invitation of the Club.
 - Members who have achieved the age of ninety years or more may request transfer to the status and privileges of honorary membership.

Honorary members do not pay subscriptions but may vote if they attend a meeting when voting takes place. Honorary members do not count in the total number of members.

6. The Officers of the Club elected annually will normally consist of Chairman, Vice Chairman, Treasurer, General Secretary, Speaker Secretary and Social Secretary, but may be modified to suit Club needs.

In the events that there are no nominations for the posts of Assistant Chairman, Speaker Secretary or Social Secretary, nominations may be made at the AGM, provided the nominee has previously agreed. If posts are still unfilled, the Chairman can co-opt a member or members to carry out specific activities.

7. Meetings shall be conducted as follows:-
 - a. Ordinary Meetings shall be informal and require no Minutes, but full Minutes shall be recorded for General Meetings.
 - b. The Annual General Meeting shall be held on the last Monday in April or the nearest practicable earlier date. The minutes of the prior year's meeting shall be circulated in advance with the agenda as set out in Para 6d.
 - c. An Extraordinary General Meeting may be called, subject to proper notice, as defined in provision 6.d. below, by the Chairman or by any five Members.

- d. The Secretary shall give members advance notice by announcement at an ordinary meeting (or meetings) of the date any General Meeting of not less than five weeks. Members wishing to propose any Motion or the nomination of Officers should submit such Motion or Nomination to the Secretary in writing, seconded by another Member, not less than three weeks before the General Meeting. The Secretary shall then issue the agenda giving any officer nominations, together with the text of any motions to be put, to those members present at an ordinary meeting/s (or upon request by any absent) not later than two weeks before the General Meeting.
 - e. Decisions shall be taken at a General Meeting by a simple majority of Members present and voting.
- 8. That the Membership fee (determined from time to time) shall be due at the time of the AGM, and that Members joining mid-year shall pay a proportion based on the number of complete quarters before the next AGM.
 - 9. The club shall be authorised to operate bank accounts in the name of “The Probus Club of Ledbury”, the signatories to the accounts being the Chairman, the Treasurer, the Secretary and the Immediate Past Chairman.

April 2023