

Kadenza Women's Choir - Constitution

1. Name

The name of the association is Kadenza.

2. Aims and Objectives

The aims and objectives of Kadenza are:

- 2.1 To develop our vocal potential in a healthy and holistic manner.
- 2.2 To express ourselves through our voices and songs, to enhance our quality of life.
- 2.3 To create a welcoming environment so that singing together is for everyone.
- 2.4 To give people confidence in their melodic voice through a supportive learning environment.
- 2.5 To promote the values of justice, fairness, equality and diversity.
- 2.6 To encourage audience participation, which aids healthy community spirit.

3. Powers

To further the objectives, the committee may exercise the following powers:

- 3.1 To set up a bank account in the name of Kadenza at the Co-operative Bank.
- 3.2 To levy charges for the services provided by Kadenza.
- 3.3 To produce leaflets, posters and a website to publicise the services.
- 3.4 To hold regular meetings to ensure Kadenza operates effectively.
- 3.5 To pay necessary expenses involved in the running of the service.
- 3.6 To perform any such lawful duties as necessary to the attainment of the above objectives.

4. Membership

- 4.1 Membership shall be open to women interested in promoting the objectives of Kadenza, regardless of ethnicity, nationality, disability, sexuality, religious beliefs or other such personal diversity.
- 4.2 To maintain membership, a member must maintain formal communication with the group within three months of their last communication.
- 4.3 All members have the right to vote in elections.
- 4.4 Membership can be terminated by the committee on the grounds of good and sufficient reason which should be given to the member in question in writing. The member has the right to appeal this decision.

5. Meetings

- 5.1 Kadenza meets on a weekly basis.
- 5.2 Members will pay a weekly attendance subscription decided by the Committee.

6. The Committee

- 6.1 The Management Committee shall be made up of at least three members of Kadenza, with the election of a chairperson, a secretary and a treasurer at the AGM.
- 6.2 The Musical Director is an honorary member of the committee.
- 6.3 The Musical Director is responsible for the musical repertoire and performance programme.
- 6.4 The officers shall carry out the responsibilities given to them at the AGM to the best of their ability.

- 6.5 No officer can hold a position for longer than three consecutive years.
- 6.6 The committee will direct the policy and general affairs of Kadenza.
- 6.7 The committee shall meet not less than three times a year.
- 6.6 The committee will keep proper records of accounts which are available for inspection by any member or legally entitled body.
- 6.7 A quorum of three will be deemed necessary for all management committee meetings.

7. Annual General Meeting (AGM)

- 7.1 Once each year in the month of August, the committee members shall convene an Annual General Meeting (AGM) for the purposes of:
 - Receiving and approving the annual accounts;
 - Re-electing the chairperson, treasurer and secretary;
 - Voting, when necessary, on proposals to amend the constitution and the future development of Kadenza;
 - The transaction of any other necessary matters.
- 7.2 The committee will give at least two weeks' notice stating the time, the place and the business to be transacted.
- 7.3 The chairperson (or in her absence, the secretary) shall conduct the AGM.
- 7.4 The quorum necessary to transact business shall not be less than three members present.
- 7.5 All motions arising at the AGM shall be decided by a simple majority of those present. In the event of a split decision, after further discussion, a subsequent vote will be taken. Proxy votes are not allowed

8. Withdrawal of Membership

In the case of the elected officials (chairperson, secretary, treasurer), it is hoped that they will provide a minimum of 28 days' notice of their desire to retire or resign.

9. Finances

- 9.1 All cheques and expenses shall be signed by at least two signatories from the current officers or committee members, who are authorised signatories named on the bank mandate.
- 9.2 Funds belonging to Kadenza shall be applied only in furthering the objects of Kadenza, and no payment shall be made to any member except reasonable and proper out of pocket expenses.
- 9.3 The treasurer shall keep proper accounts for the last financial year for submission to members at the AGM.
- 9.4 The accounts of Kadenza shall be examined once every financial year, and the correctness shall be ascertained and certified by the auditors appointed at the AGM.

10. Circulation of Constitution

All members have the right to a personal copy of the constitution, should they so wish.

11. Dissolution

- 11.1 If the management committee decides at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve Kadenza, it shall call an Extraordinary General Meeting (or use the next available AGM if it feels more appropriate) of all members that have the power to vote, with at least 21 days notice.

- 11.2 If the dissolution is confirmed by the simple majority of those present, the management committee have the power to dispose of any assets held by or in the name of Kadenza.
- 11.3 Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards a charitable purpose in Bolton.

12. Alterations to the constitution

- 12.1 No alteration or addition to this constitution shall be made except at a General Meeting of Kadenza called for such purpose.
- 12.2 Alteration or additions to the constitution shall receive the assent of not less than two thirds of the members present and voting at a General Meeting.

This constitution was adopted as the constitution of Kadenza at a public meeting on

Signed	-----	Name	-----	Date	-----
Signed	-----	Name	-----	Date	-----
Signed	-----	Name	-----	Date	-----
Signed	-----	Name	-----	Date	-----