

# Constitution of the Cambridge Pentacle Club

(revised 2023)

## 1. NAME

The Society shall be called **The Cambridge Pentacle Club**, herein referred to as **the Society**.

## 2. OBJECTS - The objects of the Society shall be:

To encourage the study, practice and performance of magic and its allied arts, and to facilitate communication and co-operation between those interested in magic and its allied arts.

## 3. MEMBERSHIP

- a) The Society shall consist of individuals interested in magic and its allied arts.
- b) The minimum age for membership shall be sixteen years. The Committee may, at its discretion, waive this age limit.
- c) The right to election to membership shall be vested in the Committee to whom the names of all candidates shall be submitted.
- d) Honorary Vice-Presidents may be appointed at the discretion of the Committee. Only persons who have rendered significant service to magic, its allied arts or to the Society shall be so appointed.
- e) If the conduct of a member is considered by the Committee to be prejudicial to the interests of the Society, the Committee shall have the power to expel that member from the Society. Where a member is expelled, that member's subscription shall not be refundable.

## 4. SUBSCRIPTIONS

- a) The annual subscription shall be set at the Annual General Meeting, (**AGM**), on the recommendation of the Committee.
- b) The annual subscription shall be payable on January 1<sup>st</sup> of each year.
- c) Any member who has not paid the annual subscription by April 1<sup>st</sup> of the same year will automatically cease to be a member.
- d) The Committee shall have the power to waive any subscription or fee for such time as they see fit.

## 5. MANAGEMENT

- a) The management of the Society shall be invested in a Committee of Management, herein referred to as the **Committee**. The Committee shall consist of the Officers of the Society and four other members and shall have the power to add to their numbers.
- b) Four members of the Committee shall form a quorum.
- c) The Officers of the Society shall be the President, the Secretary, and the Treasurer.
- d) All Officers and members of the Committee shall retire at the AGM each year and those who seek reinstatement shall so inform the Secretary at least two weeks prior to the due date of the AGM.
- e) The office of President shall be limited to a term of five years, with the committee having the option to extend this to a second five-year term of office.
- f) Members with at least two years consecutive years' membership, who wish to be elected to the Committee shall so inform the Secretary at least two weeks prior to the due date of the AGM, submitting the names of a proposer and seconder, both of whom should be members of at least two years' consecutive membership.
- g) In the event where the number of candidates exceeds the positions available, a ballot shall be held.
- h) The Committee shall have the power to appoint sub-committees for special purposes. Such sub-committees shall consist either wholly or partly of members of the Committee. The sub-committee shall report to the Committee, who shall have the power to revoke, suspend or vary the function of any such sub-committees.

- i) If a Committee member leaves the Committee for any reason, prior to the AGM in any year, the Committee shall have the power to co-opt a successor for the balance of that year, or have the option of leaving the post vacant until the AGM.
- j) Questions arising at any meeting of the Committee, except as otherwise provided herein, shall be decided by a majority of votes. In the event of an equality of votes, the presiding Officer of the meeting shall have the casting vote.

## 6. DUTIES AND OFFICERS

- a) The **President** shall preside at all meetings of the Society.
- b) The **Secretary** shall be responsible for the routine business of the Society, including the organisation of its meetings. The Secretary shall preside at meetings in the absence of the President.
- c) The **Treasurer** shall be responsible for the administration of the finances of the Society, keeping full records of income and expenditure.
- d) The Committee shall appoint suitable members to be responsible for the administration of the library and the Societies properties.
- e) Duties not specifically mentioned herein shall be allotted at the discretion of the Committee.

## 7. MEETINGS

- a) The Secretary shall inform members in good time of forthcoming meetings.
- b) Meetings of the Society shall be held not less than twenty times in one year.
- c) Meetings of the Society shall be considered closed, unless otherwise expressly declared open by the Committee. Visitors shall only be admitted to closed meetings with the express permission of a member of the Committee. The Committee shall have the power to levy a fee to each visitor attending a meeting of the Society.
- d) The Committee shall have the option to levy a fee to members for not more than three meetings in any one year.
- e) The **AGM** shall be within the first four months of the year, for the purpose of transacting the following business -
  - 1) To receive the minutes of the previous AGM.
  - 2) To receive reports from the Officers.
  - 3) To approve the accounts of the Society.
  - 4) To approve and/or elect the Officers and Committee members for the following year.
  - 5) Any other business - see (f) below.
- f) Any member who wishes to propose a Notice of Motion before the AGM shall so inform the Secretary in writing, together with the name of a seconder, at least two weeks prior to the date of the AGM.
- g) The quorum for an AGM or an Extraordinary General Meeting, (EGM), shall be one quarter of the membership.
- h) The Secretary shall give at least one month's notice to all members of the date, time and venue of the AGM.
- i) On receipt of a written request signed by at least one fifth of the membership of the Society, or on the decision of the Committee, the Secretary shall convene an EGM. At least two weeks notice shall be given to all members of the date, time and venue of the meeting. No business shall be transacted at an EGM, other than that for which it was convened.
- j) Decisions taken at the AGM or EGM shall be by a simple majority of the members present. In the event of an equality of votes, the presiding Officer shall have the casting vote.

## 8. FINANCE

- a) The Financial Year shall be from January 1<sup>st</sup> to December 31<sup>st</sup>.
- b) The administration of the funds of the Society shall be vested in the Committee who shall ensure that funds are only collected, invested or disbursed for the purposes of meeting the objectives of the Society.
- c) No Officer or member of the Society shall incur expenditure without prior permission of the Treasurer. No payments for services shall be made to any member of the Society.
- d) The Committee shall appoint an Honorary Auditor to audit the accounts of the Society, for presentation at the AGM.
- e) In the event of the dissolution of the Society, the remaining funds shall be donated by the Committee to an appropriate organisation whose aims are in accordance with the Society's objectives.

## 9. **INSIGNIA AND AWARDS**

- a) The recognised emblem of the Society shall be the **Pentacle Star**.
- b) A member shall be entitled to wear a Pentacle Star if they have, in the opinion of the Committee, attained a reasonable standard of performance.
- c) The **Silver Pentacle** shall be awarded, at the discretion of the Committee, to any member who has rendered special service to the Society. No more than two such awards shall be made in any one year. The Committee may, at its discretion, replace the Pentacle with another suitable award.

## 10. **LOAN OF BOOKS AND DVDS**

- a) Members of the Society may borrow books and dvds owned by the Society for a period of four weeks. The loan of such items shall be renewable at the discretion of the administrator, who shall also record the titles of borrowed items and the names of members borrowing them.
- b) A list of books and dvds owned by the Society shall be available to members upon request.

## 12. **COMMUNICATIONS**

- A. There are two formal methods of recognised communication within the society besides face-face and zoom meetings, including the AGM.
  - 1) The club group email. This is to be used to discuss club and magic business only and is moderated.
  - 2) Committee email. This is for personal or club issues that a member wishes the committee to address.

## 11. **REVISION AND INTERPRETATION OF THE RULES AND CONSTITUTION**

- a) **New** rules and revisions to the existing rules may only be made at an AGM or an EGM of the Society.
- b) Any revision or addition to the rules shall become effective from the close of the Meeting at which such changes were made.
- c) Any matter not specifically covered by the foregoing rules shall be decided upon by the Committee, who shall have the power to make such decisions as may be required of them.