

## **The Constitution of the COMUS Club 2006**

## 1. The Name

For as long as anyone can remember, this club has been called "THE COMUS CLUB"

## 2. Objects

The objects of the Comus club are to:

To encourage relationships between student and former members of the Imperial College Dramatic Society.

To promote the maintenance of contacts within the entertainment industry which such relationships may facilitate.

To provide the members within the club a means of keeping in touch with each other.

To hold an annual Diner, monthly bar nights and other events as deemed fitting.

## 3. Management

The management shall be vested in a Committee consisting of:

<b>The Chair</b>	A senior member of the club who shall be responsible for chairing meetings of the executive committee and making decisions in the name of the club.
<b>The Deputy Chair</b>	Shall deputise for the Chair in his absence.
<b>The Secretary</b>	A senior member of the club who shall take minutes of General meetings and maintain the membership records.
<b>The Treasurer</b>	A senior member of the club who shall be responsible for the money of the Club.
<b>The College Secretary</b>	A junior member of the Club who shall take minutes of the Committee meetings.
<b>The President</b>	The President of the Imperial College Dramatic Society (hereinafter referred to as "The Other Society") shall be ex-officio President of the Club. In the unlikely event at the changeover of Presidents, the new President refuses membership, then the vacancy shall be filled by election by the Committee members.
<b>The Pinner</b>	See item 7
<b>The Badger</b>	See item 5

- The Editor** See item 6
- Ordinary Committee Members** Three shall be elected annually of whom two shall be student members and one a non-student member.

(If the Badger, Pinner or Editor are sufficiently far resident from the nucleus of the Club, a deputy may be elected to represent them).

Any vacancies arising on the Committee during the year shall be filled by co-option by the Committee members. At any of the Committee meetings, five shall constitute a quorum.

**4. Election**

The Chair, Deputy Chair, Secretary and Treasurer shall be elected from the membership of the Club at the Annual General Meeting on a four yearly cycle as defined below.

	Chair
1 <sup>st</sup> after the election of the Chair	Treasurer
2nd after the election of the Chair	Deputy Chair
3rd after the election of the Chair	Secretary

If one of the current officers resigns and it is not the election year for that post, then the initial term of office for that officer shall be until the next election year.

All other posts shall be elected annually from the members of the Club.

**5. The Comus Badger**

When a member of the Comus club is elected, he or she becomes entitled to wear the Club apparel. It is the responsibility of the person elected “Badger” to ensure that Club attire is available to the members via whichever retail outlet the Club desires.

That attire shall consist of ties (or portions thereof) and badges and any other clothing or jewellery the Committee may deem necessary.

The term of office shall be from one AGM to the next.

**6. The Editor**

The “Comic” is the occasional magazine of the Comus club, containing such news, greetings, articles and reports that the members make available.

The Editor shall be responsible for collating those articles that are made available by the members by a certain date given by the Editor, in order that a Comic is produced for the edification of the members at the AGM.

The members of the Club are expected to provide material to the Editor.

## 7. The Comus Pinner

When a member of the Comus Club enters into matrimony, his or her fellow members shall, to commemorate the event, bestow upon the unfortunate a rolling pin, this last being deemed a fitting symbol of the state of marital bliss and harmony; and if both parties are members of the Club, they shall each receive one pin.

The pin shall be of wood, painted green and on the working surface there shall be embellished representations of the Club mask.

In order that the Secretary shall not be overworked, there shall be a person termed "The Comus Pinner" who shall be a member of experience. The duties of the Comus Pinner are to include the ascertaining by the use of a suitable form that members reputed to be married are in fact married, the purchasing of suitable pins, the embellishing of the marks on the Pins, and the dispatching of the pins to those qualified to receive them.

## 8. The election Sub-Committee

The Sub-Committee shall be responsible for electing members to the Club.

The Sub-Committee shall consist of the Chair of the Club (or a nominated deputy) who shall act as chair, all the student members of the Club at Imperial College and at least two non-student members from the main committee.

The President shall normally call a meeting at a time when new members shall be considered. However, the Chair of the Club or two (or more) Sub-Committee may call a meeting if unusual circumstances prevail.

The College Secretary shall ensure all members of the Sub-Committee are informed of such meetings. Other members may attend, but they will not be informed of the meeting and may not vote.

The quorum shall be three student members and two non-student members of the Club.

Eligibility and elections are defined in item 9.

## 9. Membership

Any member of Imperial College Dramatic Society who has served actively for two years, or has taken an active part in two productions shall be deemed eligible for election by the Comus Club as a full member. The members of the Sub-Committee shall assess the worth of any person; election of such a person shall be by **nem con vote** of the Sub-Committee.

From time to time, various persons may render special service to the Club or to Imperial College Dramatic Society, but lack the qualifications for full membership. Such persons may be elected to the Club as honorary members. Their merit must be assessed by the members of the Sub-Committee, who must agree to the election **without opposition**.

## **10. The Pot**

The Club shall possess a pewter tankard engraved with the name of the current Chair. The tankard shall be kept in the Imperial College Union Bar.

The use of the pot shall be restricted to the Chair and other senior members of the Club. The person using the pot shall be responsible for the pot whilst in their possession, and shall be liable for any loss or damage incurred during that period. That person shall also ensure the return of the pot to its rightful place at the close of each bar session.

## **11. Voting**

At Annual General Meeting and General Meetings, voting shall be by show of a hand. Votes may only be cast by those wearing Club regalia. Decisions shall be given according to a simple majority vote, except where otherwise laid down in this constitution. When necessary, the Chair shall have the casting vote and shall not otherwise vote.

## **12. Annual General Meeting**

There shall be an Annual General Meeting once per year, and General Meetings may be as and when considered necessary. At least fourteen days notice shall be given to members residing in the United Kingdom. This is the responsibility of the Secretary before every Annual General Meeting or General Meeting.

The Annual General Meeting and Dinner shall be on the Friday following the second Tuesday in January. This Friday shall be an honorary Tuesday and Club regalia must be worn.

## **13. Termination of Membership**

At any time the Committee, by unanimous vote, may terminate or suspend the membership of any member deemed to be in a state of mind not appropriate for a member of the Club.

Any person so suspended may present a communication, in person, to the Chair on the occasion of an Annual General Meeting following his suspension. The Chair may read such parts of the communication as he deems fitting to the Annual General Meeting which shall, after due consideration and majority vote, confirm or suspend the suspension or termination of the membership of the person concerned, or take any other appropriate action.

## **14. Alteration to the Constitution**

All alterations to the Constitution shall be proposed and duly seconded at an Annual General Meeting and must be approved by at least two thirds of the number of members present, counting to the nearest whole number, the Chair acting as teller, and the voting proceeding as in item 11.

Any member proposing alterations to the Constitution may be required to justify his or her reason in a clear, concise and comprehensive verbal composition to be delivered before the Annual General Meeting at convenient time.

## **15. The 50 Club**

Membership of the 50 Club shall be open to all Full members of the Comus Club.

Membership will consist of a standing order made with the Member's bank to the order of £10 paid on, or as near as possible, the 1<sup>st</sup> of January each calendar year. Monies will be paid into the Comus Club account.

There will be two prize draws each year, the first taking place at the annual Comus Dinner and the second will take place at the summer Comus Club meeting generally held at the end of the Imperial College academic year.

Prizes available will be as follows: At the first draw of the year, there will be a first prize of £100 and five runners up prizes of £20. At the second draw of the year, a first prize of £75 will be available along with an additional five prizes of £20. The total prize money available in any one year will be £375.

It is the responsibility of the Member to ensure that any changes to their address are communicated to the Comus Club. The Treasurer will take all reasonable steps to find up-to-date addresses for prizewinners. The Club will write off prizes that have not been claimed after three years.