



**THE CHOIR ASSOCIATION OF
ST JOHN'S COLLEGE, CAMBRIDGE**

CONSTITUTION

2 February 2017

The purpose of the Choir Association of St John's College, Cambridge is to support the Choir and to promote the friendly association of its past and present Members. 'The Choir Association of St John's College Cambridge' has succeeded the Old Choristers' Association (founded circa 1952), the Choral Students Association (founded circa 1955) and the St John's College Choir Association (founded in 1995).

This new Constitution was formally approved at a meeting of the Membership of the St John's College Choir Association held on 5 July 2008 and ratified by the Council of St John's College, Cambridge on 10 July 2008 (C.M. 3325/9 of 10 July 2008).

Revisions to the Constitution were formally approved at a meeting of the Membership of the St John's College Choir Association held on 21 January 2017 and ratified by the Council of St John's College, Cambridge on 2 February 2017.

1. Name

The Choir Association of St John's College, Cambridge.

2. Definition

The Choir Association of St John's College, Cambridge is an unincorporated association with a Membership as defined below. For the purpose of this document only it shall be referred to hereinafter as 'the Association', and the Choir of St John's College, Cambridge shall be referred to as 'the Choir'.

3. Aims and Objects

The aims of the Association shall be:

- (i) To promote friendly association between current and former Organ and Choral Students, Lay Clerks, Volunteers and Choristers;
- (ii) To support and promote the Choir and its musical heritage;
- (iii) To foster and maintain links between the Membership, the College and the College School through events in the College and other activities;
- (iv) To support and encourage the musical education and activities of current and former members of the Choir through the provision of bursaries;
- (v) To provide a forum whereby individuals, who were not members of the Choir but have a keen interest in it, may forge closer links with one another and with other Members of the Association;
- (vi) To disseminate information to them via Newsletters, the website and other appropriate media.

4. President and Honorary Patrons

The ex-officio President of the Association shall be the Master of St John's College, Cambridge.

The Honorary Patrons of the Association shall be notable persons connected with the Choir, appointed by the Committee from time to time.

5. Membership

Membership of the Association shall be made up of the following categories of person:

Ex Officio Members	The Master The Director of Music The Dean of Chapel The Chaplain Former Directors of Music Former Deans of Chapel Former Chaplains The School Headmaster Former School Headmasters The Head of Alumni Relations The Choir Administrator The Choir Marketing & Communications Officer
Associate Members	All Current and Former Members of the Choir including: Choristers Organ Students Choral Students Lay Clerks Volunteers
Honorary Patrons	Persons who have attained distinction in the field of music or by reason of service to the College
Supporting Members	Members of the College, the University of Cambridge and Members of the general public who are supporters of the Choir

(Some Members are also designated as Patrons or Benefactors in acknowledgement of their regular donations in support of the Choir)

The Committee may suspend or remove at any time a Member of the Association whom the Committee deem has acted inappropriately and/or brought it into disrepute. The Committee shall consider any appeal against suspension or removal made in writing by the Member concerned and may reinstate Membership if it thinks fit.

The Committee shall communicate all such decisions in writing as soon as practicable.

6. Committee

The entire management of the Association shall be vested in the Committee.

Only Ex Officio Members, Associate Members and Supporting Members (Friends) shall be eligible to act as Committee Members.

The Committee shall consist of:

Ex Officio Members	The Dean of Chapel The Director of Music The Head of Alumni Relations The Choir Administrator The Choir Marketing & Communications Officer
Other Members	One current Organ or Choral Student Three former Organ/Choral Students Three former Choristers One person nominated by the School Headmaster Two Supporting Members

The Committee shall elect a Chairperson, who will serve for a period of three years and shall be eligible to be re-elected for one further three-year term. The Choir Administrator will act as Secretary/Treasurer. In the event of a split decision in the matter of election of the Chairperson, the Dean shall have the casting vote.

Ex officio Members will serve for the duration of their tenure of post. Other Members shall be elected to the Committee by the Annual General Meeting for a period of three years of service and shall be eligible to be re-elected for two further terms of three years each.

The Committee may co-opt any Member in any category of Membership at any time either as an additional Member or to fill a casual vacancy but the appointment of the Member concerned will lapse at the next Annual General Meeting unless confirmed by the Association at the Annual General Meeting.

The quorum for each Committee Meeting shall be six, but in determining whether a quorum is present not more than three ex officio Members shall be counted.

The Committee may meet in person or by telephone or other electronic form of conference if that is deemed more convenient.

A resolution in writing, signed by all the Committee Members, shall be as valid and effective as if it had been passed at a Committee Meeting duly convened and held, and may consist of two or more documents in like form each signed by one or more Committee Members, provided that a majority is reached. A resolution distributed electronically to all Committee Members and returned electronically by a majority in number of them shall have the same effect.

7. Subscription

The Annual Subscription shall be payable on 1 July each year. The rate of Annual Subscription shall be reviewed and agreed by the Committee from time to time and changes notified to the Membership in writing not less than 60 days before the next subscription becomes due. There will be one level of Annual Subscription for Associate Members and one level of Annual Subscription for Supporting Members (Friends).

Previous and current members of the Choir will not be required to pay the Annual Subscription until the first day of July following their finishing full-time education, including academic or music studies after completion of a first degree course.

The Committee may make such benefits available to such Members as it may from time to time decide.

8. Banking arrangements

Income in relation to Association Membership fees will be entered into the Choir Association Current Use Fund (CHD/DIF), which is a restricted expendable Fund. The income from this Fund will be used to offset expenditure from the Choir Association expenditure budget code, which is held within the Choir Department budget (CO5/503).

Expenditure by the Association will be drawn on the College's bank account and the amount debited to the Association's expenditure budget code.

9. Finance

The Income and Expenditure Statement of the Association shall be drawn to 30 June in each calendar year.

All financial matters will be run through the College Accounts.

The Income and Expenditure Statement of the Association shall be kept by the Treasurer and be presented at the Annual General Meeting to be held within nine months of the end of the financial year.

A copy of the Income and Expenditure Statement of the Association shall be made available for inspection by any Member of the Association who wishes to see it, or any other person as the Committee may decide.

10. General Meetings

There shall be an Annual General Meeting of the Association within nine months of the end of each financial year, when the Income and Expenditure Statement shall be presented and such other business transacted as may be necessary and appropriate.

The Chairperson (if present at the notified time of the meeting) shall preside at General Meetings of the Association and failing his presence, the Dean of Chapel shall preside.

The Committee may call an Extraordinary General Meeting at any time. If at least 15 Members request such a meeting in writing to the Secretary, stating the business to be considered, the Secretary shall call such a meeting by notifying Members of the meeting not less than 14 days before it takes place.

Notice of a General Meeting whether Annual or Extraordinary shall be given in writing to Members at least 14 days in advance. The notice of the meeting must state the business to be discussed.

11. Voting

Ex-officio Members, Honorary Patrons, Associate Members (except Choristers) shall have one vote. Those persons belonging to other categories of Membership who have paid their Annual Subscription shall be entitled to one vote each.

In the event of an equality of votes, the Chairman shall have a casting vote.

12. Alteration of Constitution

Alterations to this Constitution may only be effected at a General Meeting. Any change shall need the approval of at least 75% of those present and eligible to vote at the meeting.

At least two months' notice must be given to the Secretary of any proposed alteration to the Constitution. The Secretary will circulate a notice of the proposed alteration to Members at least 14 days prior to the General Meeting.

An up-to-date copy of the Constitution shall be kept by the Secretary and a copy shall be made available to any Member who requests such in writing.

13. Dissolution

Should the Committee so decide, the Association may be dissolved by a postal ballot of Members for whom a current address is held. A quorum for these purposes shall be at least 50% of those Members to whom a ballot paper is sent. A simple majority of votes received shall be sufficient to carry a motion of dissolution.

In the event of dissolution, all assets of the Association shall pass to the College and be held by it and used for the benefit of the Choir as directed by the Director of Music in consultation with the Dean of Chapel.

2 February 2017