

Ladies Association of British Barbershop Singers (LABBS)

Annex 3

Membership Rules

In accordance with the Articles of Association, members of the Ladies Association of British Barbershop Singers shall be held to the following rules:

1. Individual Membership

- 1.1 Individual membership of LABBS is open to any woman or man of good character who agrees to abide by the Rules of the Association.
- 1.2 Members under 18 years shall be permitted to attend LABBS events only if supervised by a nominated responsible adult.
- 1.3 Individual Members shall pay subscriptions at a rate determined annually by the Board of Trustees from time to time
- 1.4 Members of LABBS shall be entitled to:
 - Receive all membership benefits in place such as insurance cover, music services, access to educators etc.
 - Attend and participate in all LABBS functions and contests
 - Be elected as a Trustee of LABBS
 - Receive a copy of the LABBS newsletter
- 1.5 Every individual member of LABBS must also be a member of a Member Club or an Affiliated Club
- 1.6 Individuals who are members of more than one club shall nominate which club will arrange for payment of their subscriptions.
- 1.7 An individual Member must adhere to the Rules of LABBS as from time to time published and notified to the membership and in particular shall take care to observe the requirements of the general law in relation to the copyright of music.
- 1.8 LABBS reserves the right to use images of all LABBS members and LABBS activities in whatever form it deems appropriate e.g. electronic, video or print. If members do not wish to have their image used in this way it is their responsibility to make this fact known at the time of recording.

1.9 LABBS will recognize an individual's continuous long membership by awarding a badge for 25 years' membership of LABBS and at 5 yearly intervals thereafter. If a member has had long service, but not continuous, then the club can request an award be given, backed up by information about that members discontinuous service. If a club feels a member has given long service but does not fit the criteria for a long service award, a letter of recognition can be sent from the Chair of LABBS. Application for such a letter should be sent in the first instance to the Membership Director.

2. Associate Individual Membership

2.1 Associate membership of LABBS is open to any woman or man of good character who agrees to abide by the Rules of the Association.

2.2 Associate membership of LABBS is open to non-singing members only.

2.3 Associate members shall pay subscriptions at a rate determined annually by the Board of Trustees.

2.4 Associate members shall not be entitled to:

- Attend LABBS Council or General meetings
- Hold a position on the Board of Trustees
- Compete in a chorus or quartet at LABBS events
- Receive a copy of the LABBS newsletter
- Receive long-service honours

3. Club Membership

3.1 Full Club membership of LABBS shall be open to any ladies barbershop club in the United Kingdom having no fewer than nine female singing members (not counting their Musical Director)

3.2 Individual members who do not sing with a chorus shall be deemed to be members of Club at Large which will be established and treated as a club for all purposes.

3.3 The Board of Trustees will define and keep under review the criteria that a prospective club must satisfy in order to become a Member Club of LABBS

- 3.4 To apply for full membership of LABBS a completed application form shall be sent to the LABBS Membership Director
- 3.5 A club shall be elected to full membership of LABBS when
- 3.5.1 the appropriate LABBS Liaison Officer has:
- Visited the club
 - Confirmed that the club is singing in the true barbershop style
 - Recommended to the Board of Trustees that the club be elected to membership of LABBS
- 3.5.2 The Board of Trustees is satisfied with the recommendation of the LABBS Liaison Officer and decides that the club shall be elected.
- 3.6 Any club whose application has been rejected may appeal to the next meeting of the Board of Trustees or the Annual General Meeting of members of LABBS.
- 3.7 Member Clubs will each elect up to two individual club members to represent the club at LABBS Council meetings and vote on behalf of the club as required (one vote per member club).
- 3.8 A Member Club must meet the stipulations of the Contest Rules (see Annex 4) in order to compete in a LABBS competition.
- 3.9 A Member Club must adhere to the Rules of LABBS as from time to time published and notified to the membership and in particular shall take care to observe the requirements of the general law in relation to the copyright of music.

4. Affiliated Club Membership

- 4.1 To apply for affiliated club membership, a completed membership form should be sent to the LABBS Membership Director
- 4.2 Affiliated club membership shall be open to any new club for twelve calendar months after application.
- 4.3 Affiliated Clubs shall be entitled to elect up to two representatives to attend LABBS Council meetings as observers without eligibility to vote.
- 4.4 Affiliated Clubs shall not be eligible to compete in a LABBS Competition.
- 4.5 Affiliated Clubs may attend all LABBS Events as arranged for full member clubs.

- 4.6 The subscription for members of an affiliated club is determined annually by the Board of Trustees.
- 4.7 Individual members of an Affiliated club may on payment of the appropriate fees become full members of the Association within the Club at Large.
- 4.8 If the affiliated club joins LABBS within the same twelve month period the affiliation subscription will be deducted pro rata from their first year's full membership fees

5. Resignation

- 5.1 A member club may at any time resign from membership of LABBS by giving the Membership Director notice in writing of their intention.
- 5.2 Any resignation shall be effective from the date received by the Membership Director.
- 5.3 The club shall remain liable for any sums owing to LABBS as at the date of resignation including any subscriptions due in that year.
- 5.4 The club shall not have any claim on the property of LABBS.
- 5.5 Any club which has, for any reason, ceased to be a member of LABBS may at any time apply for re-election and such application shall in all respects be treated as a new application.
- 5.6 Any individual member of a member club who resigns from that club without transferring membership to another club will be deemed to have resigned from LABBS.

6. Expulsion or Suspension of Member Clubs

- 6.1 A club may be expelled from LABBS or suspended from membership for up to twelve months if the Board of Trustees decides after proper consideration that
 - 6.1.1 The club is in breach of the Membership Rules or
 - 6.1.2 The club has condoned conduct which is contrary to the principles of the Association and its charitable articles.
- 6.2 The procedure for examination of a member club's conduct is:
 - 6.2.1 The Board of Trustees shall provide the club with written details of the allegation against it.

6.2.2 The club in question may send one or two representatives to address the Board of Trustees or LABBS Council (as determined by the Board) and answer questions or may make written submissions.

6.2.3 The Board will consider the original allegation and the club's submissions and determine the outcome. The Board shall not allow any additional matter to be taken into consideration without first seeking the comments of the member club.

6.2.4 The Board's decision may be taken by way of a written resolution in accordance with the Articles so long as the club does not wish to make oral submissions.

6.2.4 The Secretary of LABBS shall circulate to all clubs brief details of the decision taken immediately following the decision.

6.3 Any club expelled or suspended shall have the right to appeal the decision within four weeks to the Board of Trustees and may make further oral or written submissions.

6.4 Any club suspended shall remain liable to pay subscriptions to LABBS as they become due during that suspension period.

6.5 A club that that is expelled shall remain liable for any sums owing to LABBS as at the date of expulsion including any subscriptions due in that year.

6.6 An expelled club shall not have a claim on the property of LABBS.

6.7 Any club which has, for any reason, ceased to be a member of LABBS may at any time apply for re-election and such application shall in all respects be treated as a new application.

7. Expulsion or Suspension of Individual Members

7.1 A member may be expelled from LABBS or suspended from membership for up to twelve months if the Board of Trustees decides that

7.1.1 The member is in breach of the Membership Rules

7.1.2 The member brings the Association into disrepute through their actions or representation of the Association as outlined in Annex 1, Rules of the Association

7.2 The procedure for examination of a member's conduct is:

- 7.2.1 The Board of Trustees shall provide the member with written details of the allegation against them
- 7.2.2 The member in question may address the Board of Trustees or LABBS Council (as determined by the Board)
- 7.2.3 The Board will consider the original allegation and the member's submissions and determine the outcome. The Board shall not allow any additional matter to be taken into consideration without first seeking the comments of the member.
- 7.2.4 The Board's decision may be taken by way of a written resolution in accordance with the Articles so long as the member does not wish to make oral submissions.
- 7.2.3 The LABBS Membership Director will provide written confirmation of the Board's decision to the member.
- 7.3 Any member expelled or suspended shall have the right to appeal the decision within four weeks to the Board of Trustees
- 7.4 Any member suspended shall remain liable to pay subscriptions to LABBS as they become due during that suspension period
- 7.5 A member who is expelled shall remain liable for any sums owing to LABBS as at the date of expulsion including any subscriptions due in that year
- 7.6 An expelled member shall not have a claim on the property of LABBS.
- 7.7 Any member who has, for any reason, ceased to be a member of LABBS may at any time apply for membership and such application shall in all respects be treated as a new application.

8. Membership Subscriptions

- 8.1 The rate of subscriptions to LABBS shall be set and reviewed annually by the Board of Trustees and current rates shall be available from the Membership Director
- 8.2 Clubs elected to membership (including Affiliated Clubs) shall pay or renew subscriptions for all of their members by the dates determined by the Board of Trustees (currently 31st January and 30th June)
- 8.3 Associate members shall pay or renew their subscriptions by a date determined by the Board of Trustees (currently 31st January and 30th June)

These rules be amended by the existing Board of Trustees as required at which point this document will be updated.