



Apollo Music Society Constitution

**Adopted 22/11/2012
Amended 20/03/2026**



1. Name and affiliation

- a. The name of the club shall be **Apollo Music Society**.
- b. This club is affiliated to UMSU Inc (UMSU) and anything in this constitution that conflicts with the constitution of UMSU or with the Clubs & Societies Regulations shall be null and void. In all matters not specifically dealt with herein, the Constitution of UMSU and the Clubs & Societies Regulations shall apply.
- c. During the course of affiliation with UMSU this club shall comply with any requirements of the Clubs & Societies Committee of UMSU for the provision of records and documents and shall be under a duty to apply any grant monies received from the Clubs & Societies Committee in accordance with any conditions imposed by such body.

2. The aims of the club are:

- a. To unite students together in their musical interest and add to the diversity of student life.
- b. To promote great music and live music performances to enhance the university environment.
- c. To use musical talent to promote health through music by holding charity concerts and donating to health-related causes.
- d. To travel to hospitals and nursing homes in metropolitan and rural Victoria to perform.

3. Membership

- a. Membership shall be open to all students of the University of Melbourne.
- b. Associate membership shall be open to any other persons who subscribe to the aims of the club.
- c. A person shall be considered a member having paid a membership fee, exacted at the Committee's direction, via the UMSU Website.

4. The Committee shall have the following members:
 - a. An executive consisting of:
 - i. the President, who shall be a University of Melbourne student;
 - ii. the Vice-President, who shall be a University of Melbourne student;
 - iii. the Secretary, who shall be a University of Melbourne student;
 - iv. the Treasurer, who shall be a University of Melbourne student;
 - v. the Performances Director, who shall be a University of Melbourne student;
 - vi. the Marketing Director, who shall be a University of Melbourne student;
 - vii. the Events Director, who shall be a University of Melbourne student;
 - b. Non-executive members consisting of:
 - i. one representative of each Apollo Ensemble;
 - ii. two IT and Publicity Officers;
 - iii. two Graphic Design Officers;
 - iv. two Social Events Officers;
 - v. the Performances Officer;
 - vi. the Friends of Apollo representative;
 - vii. three general representatives.
5. The Committee shall have the following powers:
 - a. Control over the finances of the club;
 - b. Control over the activities of the club.
6. The Committee is at all times bound by the decisions of a club General Meeting. Any Committee decision may be overturned by a club General Meeting.

7. There shall be one Annual General Meeting (AGM) every calendar year, which shall be held during the academic period, but no later than the end of September.
 - a. At this meeting:
 - i. written reports must be presented by the President and Treasurer;
 - ii. written reports of all other Committee members will be made available as an online document to all club members. Presentations for other Committee roles are optional;
 - iii. the constitution will be ratified;
 - iv. a full financial report must be presented and adopted for the financial period from AGM to AGM;
 - v. elections will be held for a new Committee, to take charge of the club from the close of the meeting;
 - vi. any AGM attendee who is a student or associate member of Apollo Music Society is allowed to vote;
 - vii. other moved motions may be discussed and voted upon, with preference going to motions of which notice was given before the meeting.
 - b. The club shall submit all the AGM documents to the C&S Administrator within two weeks of the AGM.
8. There shall be such General Meetings as the Committee sees fit, or as are petitioned. The procedure of such meetings will be as for the Annual General Meeting, except Committee elections will not be held unless specifically notified.
9. If fifteen members, or one third of the membership, whichever is the smaller, should petition the Committee for a General Meeting, such meeting must be held within fifteen Academic Days, at a date to be set by the Committee.
10. A quorum shall be:

- a. At a General Meeting, a minimum of twenty University of Melbourne student members of the club
- b. At a Committee meeting, six Committee members, at least one of whom must be a member of the executive.

11. Notice of General Meetings and Committee Meetings

- a. The Committee must give at least five Academic Days' notice of a Special General Meeting (SGM) or AGM. Notice must be by email and given to both the Clubs and Societies Department and club members. General meetings that contain elections must have a notification of election as well as any restrictions on who may run for those positions in the notice.
- b. A Committee Meeting may be called by any executive member of the Committee, subject to such limitations on notice and spending as the Committee may from time to time set.

12. Voting procedures

- a. Voting in all meetings shall be democratic, with a simple majority sufficing for the passage of a motion. All tied motions are lost. No proxy voting shall be permitted.
- b. Constitutional changes require a simple majority of members voting at a Special General Meeting or Annual General Meeting and take effect immediately. These constitutional motions must be presented in writing to the Committee at least five Academic Days before the meeting and notice of these shall be given to the membership. Constitutional changes shall be approved by the UMSU Clubs & Societies Office Bearer(s) before they are presented to a General Meeting.

- 13. Any Committee member absent from two consecutive Committee meetings without due cause or previous apology may, at the Committee's discretion, be deemed to resign from their position by a motion of the Committee, and a General Meeting must be called to elect a successor.

14. If it is deemed that a Committee member should be stood down, by a motion of the Committee, or a petition bearing the names of at least fifteen members, impeachment proceedings will take place against the nominated Committee member. At the next General Meeting or Annual General Meeting, a motion shall be put to impeach the Committee member, provided that at least five Academic Days' notice has been given to the membership and to the member concerned in writing. If this is passed by a two thirds majority, that Committee position will become vacant and a new election held immediately. The Committee member to be impeached will be given at least five minutes to speak before the vote is taken.
15. A motion may be put to the membership to expel a member by a motion of the Committee, or a petition bearing the names of at least 15 members. The procedure is the same as for impeachment except that the result is the voiding of the person's membership. No member may be expelled for any reason which may constitute unlawful discrimination.
16. A motion to wind up the club must be written and notice of the motion is to be given in the agenda for the General Meeting at which the winding up motion is to be decided. A winding up motion must be carried by an absolute majority.
17. In the event that the club is wound up, or ceases to be affiliated to UMSU the control of assets which have been 50% or more funded by UMSU Clubs & Societies Committee grants and which are less than 3 years old will revert to UMSU and be held in trust by UMSU Clubs & Societies Committee until such time that a club with the same aims is affiliated or a period of 18 months lapses
18. In the event that the club has not been able to organise a quorate meeting within the 12-month period, the UMSU Clubs & Societies Committee may wind up the club by passing a motion to do so under the rules of UMSU. Any member of the club who wished to oppose the winding up of the club should make submissions to the committee. The decision of the committee is final subject only to appeal under UMSU rules.

19. For all purposes herein, an Academic Day will be considered as a day in the teaching period of Semester 1 and Semester 2.
20. The profits (if any) or other income and property of the club must be applied solely towards the promotion of the aims of the club as set out in this Constitution and no portion of it may be paid or transferred, directly or indirectly, to any member of the club whether by way of dividend, bonus or other profits. This does not prevent any payment in good faith by the club for the payment or reimbursement of out-of-pocket expenses incurred by a member of the club on behalf of the club.
21. If the club is wound up, any money remaining after the payment of all debts, liabilities and expenses must not be paid or distributed to the members but must be transferred to the C&S Committee of UMSU.
22. Any grievance that arises between a club and UMSU, a club member and another club member, or a club member and another University of Melbourne student is subject to the grievance procedure outlined in the UMSU Clubs & Societies Regulations. If the parties subject to a grievance are unable to meet and discuss the grievance and determine a resolution within 21 Academic Days, the UMSU Clubs & Societies Officer/s or their nominated representative shall appoint a mediator to facilitate mediation. Parties subject to mediation will have certain rights as members of the club suspended until mediation is completed.
23. Apollo Ensembles
 - a. This club shall offer a variety of musical ensembles, which shall be referred to as Apollo Ensembles.
 - b. Apollo Ensembles may be created by passing a motion in a Committee Meeting, opening a new representative position per clause 4.b.i to be elected at the next General Meeting.

- c. Apollo Ensembles may be wound up by passing a motion in a Committee Meeting with an absolute majority.
- d. To maintain status as an Apollo Ensemble, each ensemble must have vacancies for at least one new member each semester. Apollo Ensembles that cannot accept at least one new member per semester, and must therefore lose status as an Apollo Ensemble, may apply to affiliate as a Friends of Apollo Ensemble, or temporarily or permanently cease to operate.
- e. A representative of a wound up ensemble may remain on the Committee until the next General Meeting, at which point their role will be eliminated.