

Addendum 1

Musical Youth Theatre Stafford (MYTS) Rules

Musical Youth Theatre Stafford (hereinafter called MYTS) is the Youth Section of Musical Theatre Stafford (registered charity 501105, henceforth known as The Charity). MYTS shall be run in accordance with the rules of The Charity, and those included in 'Addendum 1 – Musical Youth Theatre Stafford (MYTS) Rules'.

1. MYTS Management Committee

The activities of MYTS shall be managed by a Committee (hereinafter called MYTS Committee) consisting of a Chairman, Vice Chairman, Secretary, Treasurer, Assistant Secretary, Ticket Secretary, Licensing and Chaperoning Officer, Press and Publicity Officer and five (5) elected members, who shall retire annually and shall be eligible for re-election. The MYTS Committee shall be elected at the Annual General Meeting of The Charity, following a vote by members of The Charity.

The Chairman, Vice Chairman, Secretary, Treasurer and Assistant Secretary shall be eligible to serve in their respective offices for a term not exceeding five (5) years.

The MYTS Committee shall report to The Charity Committee at least once every six months and at the Annual General Meeting.

Production Officials for MYTS productions shall be appointed by the MYTS Committee and may be invited to such meetings as deemed necessary by the MYTS Committee.

Five (5) members of the MYTS Committee shall be required to form a quorum.

2. Chairman's Casting Vote

At all meetings of the MYTS Committee, all matters shall be determined by a majority vote of members of the Committee present. The Chairman of the MYTS Committee shall have a second or casting vote.

3. Membership

Applicants for membership must satisfy the MYTS Committee of their ability to perform in MYTS productions by presenting themselves for an audition. Applicants must be at

least 8 years of age on the day of audition and must be no older than 18 on the last night of the last MYTS performance of the year

MYTS members are by default non-playing members of The Charity while they are paid up members of MYTS. MYTS members are eligible to remain members of The Charity once they are no longer members of MYTS in accordance with the normal entry requirements for The Charity, and payment of relevant subscriptions. Those intending to perform must attend a standard member audition prior to performing, in accordance with the rules of The Charity.

MYTS members shall only have voting rights within The Charity once they have reached their 16th birthday, and cannot stand for committee positions within The Charity.

4. Subscriptions

The annual subscription for MYTS members is due on 1st January each year. Members not having paid their subscriptions shall not be entitled to vote at any General Meeting, or audition for any part or perform in the productions of MYTS. New members shall pay their annual subscription within one week of a successful audition. The level of membership subscriptions shall be determined by the MYTS Committee.

In addition MYTS members shall pay a termly fee to be determined by the MYTS Committee. The termly fee is payable within one week of the first meeting of each term.

5. Choice of Production

The work to be performed by MYTS shall be chosen by the MYTS Committee after taking into account recommendations of the general MYTS membership.

6. Casting Committee

The cast for each MYTS production shall be chosen by the a casting committee comprising of the Director, Musical Director and Choreographer appointed for that production. The MYTS Chairman, or their appointed deputy, shall Chair all meetings of the casting committee. MYTS Committee shall have the right to appoint other persons to the casting committee. The total number people on the casting committee shall not exceed six (6). MYTS Committee shall have the right to change any character during rehearsals.

7. Records and Accounts of MYTS

The MYTS Secretary shall keep a minute book in which shall be kept a record of all MYTS Committee meetings. The

MYTS Treasurer shall have custody of the funds and shall keep accounts, preparing said accounts for incorporation in The Charity's accounts for audit and presentation at the Annual General Meeting. Two separate accounts shall be kept:

- i) Performance Account, giving particulars of all monies expended on the performance
- ii) General Account, supported by members subscriptions and termly fees and reserved for the payment of items not connected with the performance

8. Rehearsals and Workshop

The running of MYTS rehearsals shall be organised by jointly by the MYTS Committee and the production team.

9. MYTS Members conduct

The MYTS Committee shall determine a code of conduct for MYTS members, including attendance. MYTS Members not adhering to this code of conduct may be liable to be expelled at the discretion of the MYTS Committee.

10. Items not included in the MYTS Rules

Any matter not covered by The Charity's rules, including Addendum 1 – Musical Youth Theatre Stafford (MYTS) Rules, shall be referred to The Charity Committee, with recommendations from the MYTS Committee.

Last Updated: July 2016