



## Constitution

### 1. Title

1.1 The Society shall be called Northumberland Astronomical Society, hereafter to be referred to as "the Society".

### 2. Objects

2.1 The aims of the Society are to promote astronomy education within the Northumberland community and to bring together those with an interest in astronomy.

### 3. Membership

3.1 Membership of the Society shall be open to any person, regardless of race, age, gender, or ability, who completes a membership application form and pays the relevant yearly subscription as determined by the Annual General Meeting of the Society Members.

3.2 There shall be 5 classes of membership available. These are:

- 3.2.1 Full Member
- 3.2.2 Junior Member (Under 18 years of age)
- 3.2.3 Family Membership
- 3.2.4 Senior citizen/unwaged
- 3.2.5 Family Membership unwaged

### 4. Officers

4.1 The Officers of the Society shall be as follows:

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Events Officer
- Training Officer

### 5. Election of officers

5.1 All Officers shall be elected at the Annual General Meeting of the Society, from, and by, the Members of the Society.

5.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

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### 6. General Committee

6.1 A General Committee comprising of the Officers of the Society shall control the affairs of the Society. The General Committee shall meet at agreed intervals and not less than four times per year.

6.2 The duties of the General Committee shall be:

- 6.2.1 To control the affairs of the Society on behalf of the Members.
- 6.2.2 To keep accurate accounts of the finances of the Society through the Treasurer. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting. The Society shall maintain a bank current account, which will require two signatures from the Authorised signature list for Society cheques.
- 6.2.3 To co-opt additional members of the Committee as the Committee feels this is necessary. Co-opted members shall not be entitled to a vote on the Committee.
- 6.2.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

### 7. General meetings

7.1 The Annual General Meeting shall be held not later than the end of February each year. 31 clear days' notice shall be given to Members of the Annual General Meeting by circulating an e-mail of the notice to every member at their supplied address and posting the notice on the Society web site. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

7.2 The business of the Annual General Meeting shall be to:

- 7.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
- 7.2.2 Receive the audited accounts for the year from the Treasurer.
- 7.2.3 Receive the annual report of the Committee from the Secretary.
- 7.2.4 Elect the Officers of the Society and other General Committee Members.
- 7.2.5 Review subscription rates and agree them for the forthcoming year.

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- 7.2.6 Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda.
- 7.3 Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than 3 Members of the Society. At least 21 days' notice of the meeting shall be given.
- 7.4 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Members and must be seconded by another Member.
- 7.5 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by the Vice Chairperson or a deputy appointed by the Society or by Members attending the meeting.
- 7.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.
- 7.7 A quorum for a General Meeting shall be 5 Members and 3 Officers of the Society including 2 from the Chairperson; Vice Chairperson; Secretary and Treasurer.
- 7.8 Each Member of the Society shall be entitled to one vote at General Meetings.
- 8. Alterations to the Constitutions**
- 8.1 Any proposed alterations to the Society Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Member of the Society and seconded by another Member. Such alterations shall be passed if supported by not less than two-thirds of those Members present at the meeting, assuming that a quorum has been achieved.
- 9. Dissolution**
- 9.1 If, at any General Meeting of the Society, a resolution were passed calling for the dissolution of the Society, the Secretary shall immediately convene a Special General Meeting of the Society to be held not less than one month thereafter to discuss and vote on the resolution.
- 9.2 If, at that Special General Meeting, the resolution is carried by at least two-thirds of the Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Society and discharge all debts and liabilities of the Society.
- 9.3 After discharging all debts and liabilities of the Society, the remaining assets shall not be paid or distributed amongst the Members of the Society, but shall be given or transferred to some other voluntary Society having objects similar to those of the Society.