

## **Rules of the Rickmansworth Philatelic Society**

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1. The society shall be known as the Rickmansworth Philatelic Society.
2. The objects of the society shall be to encourage collecting and facilitate disposal of stamps and philatelic material, to promote study and the knowledge of philately and to make available information thereon.
3. Membership of the society, with such joining fees and subscription rates as the Committee may from time to time determine, shall comprise:
  - (a). Full members being persons over 18 residing within 15 mile radius of Rickmansworth Town Centre.
  - (b). Country members being any other than junior members and normally resident over 15 miles from Rickmansworth Town Centre.
  - (c). Junior members being any persons under 18 wherever resident. A junior member on attaining the age of 18 shall become a full or country member as appropriate without paying any further joining fee.
  - (d). Honorary Life members being members who have rendered long and exceptional service to the society, nominated by the Committee and elected at the annual general meeting. No subscription or other fee shall be payable by such members who shall in all other aspects be Full members with in these rules.
4. Each candidate for membership of the society shall complete the current application form and submit with it the name of a member willing to propose, or of a bank or philatelic society referee, to the Committee for decision (which shall be final). A candidate not elected shall not be eligible to re-apply within a period of 12 months from the date of the Committee's refusal.
5. On election of a new member the Membership Secretary shall notify that person in writing and request payment of the joining fee and first subscription. Failure to pay within one month from the date of receiving the Membership Secretary's notice shall entitle the Committee to declare the election void at any time until payment has been received and accepted.
6. All subscriptions shall be due and payable on 1st July each year. Failure to pay by 1st October shall entitle the Committee to terminate the membership at any time thereafter until payment and any surcharge imposed has been received and accepted.
7. Any member may resign membership by giving notice to the membership secretary in writing. Providing that if notice be given after 30th June in any year that member shall be liable to pay the subscription due on 1st July.

8. If the committee decides after considering any written statement that the member shall be given the opportunity of submitting, that his or her conduct has been, is, or may be prejudicial to the interests or good conduct or repute of the society, it may (a) warn the member to behave in future, or (b) return the subscription for the current year, and if the member fails within 14 days to accept an invitation to resign voluntarily, terminate the membership.

9. Any person ceasing to be a member for any reason shall forfeit all right to and claim upon the society, its property and funds.

10. The officers of the society shall be the President, ex officio, the Chairman, Vice-Chairman, Secretary, Treasurer and the Packet and Membership Secretaries if not holding any other qualifying office.

11. The entire management of the society shall be deputed to a Committee composed of the officers of the society and four full members.

12. The Secretary and the Treasurer shall be submitted to the Annual General Meeting by the committee for consideration and re-election or election. Other committee members shall hold office for three years but may offer themselves for re-election at the Annual General Meeting. The two senior members shall retire each year. A member elected to fill a casual vacancy shall assume the seniority of the previous holder. Proposals for other candidates shall be made by a proposer and seconder together and passed to the secretary at least 28 days before the meeting. If any such notice is given, all full members shall be notified-in writing at least 7 days before the date of the meeting. Voting shall be by ballot for every contested post and the candidate who shall receive the majority of votes for each post shall be declared. In the event of equality of votes the chairman shall have an additional and casting vote.

13. The committee shall have power:

(a) to appoint any full member to fill until the next Annual General Meeting any casual vacancy in the Officers of the society or on the committee, and

(b) to co-opt additional members of any class to the committee for specific purposes or events, and

(c) to appoint any full member other than a committee member to fill a casual vacancy in the appointment of auditor, and

(d) without prejudice to the generality of their powers, to do any act or to make any direction, order, rule or regulation not expressly or impliedly prohibited by these Rules which they consider desirable for the good management and well-being of the society.

14. The committee shall meet at least four times per year with not less than one meeting in each quarter. All committee members must be notified of the time and place of meetings at least 3 days in advance. Three members shall form a quorum. Minutes shall be taken of all proceedings of the committee and shall be open for inspection by any full member on application to the secretary.

15. The financial year of the society shall run from 1st July to 30th June. The secretary shall prepare a report and the treasurer shall prepare a balance sheet and statement of accounts for the preceding financial year with an estimate of receipts and expenditure for the current financial year to be submitted to the committee by 14th July for their consideration.

16. The Annual General Meeting of the society shall be held each year on a date and at a time fixed by the committee being not later than 13 weeks after 30th June (the end of the financial year) for the following purposes:

- (a) to receive from the committee the reports mentioned in Rule 15, and
- (b) to elect officers of the society and committee members, and
- (c) to appoint two non -committee members as auditors for the current year, and
- (d) to decide on any resolution which may be submitted to the meeting as hereinafter provided.

Any member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the secretary not less than 3 weeks before the date of such meeting.

17. The committee may convene a special general meeting for any special purpose whenever they think it necessary and they shall do so forthwith upon a written request signed by not less than 10 full members stating the business to be discussed.

18. A notice convening the Annual or Special General Meeting shall be sent to every member at least 7 days before the date fixed for such meeting.

19. At an Annual or Special General Meeting the President shall take the Chair. If he declines to do so or is absent, and at all other meetings of the society, the precedence for the chair shall be (1) the chairman, (2) the vice-chairman, (3) such other full member of the society as may be elected to the chair at the meeting. At all Meetings every member present shall have one vote upon every motion. In the event of equality of votes at any meeting the chairman shall have an additional and casting vote.

20. The quorum at annual and special general meetings of the society shall be:

(a) for motions proposing any repeal or amendment of the rules or for the dissolution of the society: 15 members or one half of all the members of the society, whichever is the lesser.

(b) for all other business: 10 members

21. The committee may propose a President to be elected at the annual general meeting. The president shall rank as a full member of the society and shall hold the office for a term of 3 years at the end of which he or she shall be eligible for re-election on two further occasions.

22. No member shall, except for professional services rendered at the request of the committee, receive any profit or emoluments from the funds or transactions of the society, provided that this prohibition shall not apply to money or gains (less the current commission for the society) arising from auctions, postal packets or other fund raising activities.

23. These rules may be added to, repealed or amended at any annual or special general meeting by resolution carried by at least two thirds of the members present voting thereon.

24. A notice of motion for dissolution of the society shall be in writing to the secretary who shall call a special general meeting not less than one month or more than three months after receipt. Such motion shall be passed by not less than two thirds of the members present and voting, and the committee shall thereupon or at such future date as may be specified in such resolution proceed to realise the property of the society and after the discharge of all liabilities divide the balance equally between all members. Upon such division being completed the society shall be dissolved.