



ISLE OF WIGHT FAMILY HISTORY SOCIETY

CONSTITUTION

1 NAME

The name of the Society shall be the Isle of Wight Family History Society (herein referred to as “the Society” and, where appropriate, abbreviated to IWFHS).

2 OBJECTS OF THE SOCIETY

The Objects of the Society shall be:

- a) to promote and encourage the public and private study of family history, genealogy, heraldry and local history with particular reference to the Isle of Wight;
- b) to promote the preservation, security and accessibility via any appropriate means, including the Internet, of archived material;
- c) to preserve, and index where appropriate, original source materials (including, but not limited to, documents, registers and monumental inscriptions) and publish electronic transcripts of, or indices to, them;
- d) to communicate with members and the general public through the issue of a regular journal and the publication and sale of other appropriate material;
- e) to hold lectures and discussions and organise research visits for members of the Society and the general public; and
- f) to pursue collaborations with like-minded societies such as other family history societies, churches, libraries, record offices, educational institutions and other relevant bodies.

3 AFFILIATION

The Society shall have the power to affiliate with other organisations whose objects are deemed compatible and mutually supportive.

4 MEMBERSHIP

- a) Membership of the Society shall be open to all persons with interest in the support of the Society's Objects.

- b) Classes of membership shall be determined by the Executive Committee of the Society and may include such categories as Ordinary, Family, Joint, Honorary and such other categories as the Executive Committee may consider appropriate.
- c) Subscriptions for 12 month's membership shall be due annually on 1st January each year at the rate determined by the Executive Committee, subject to approval at a General Meeting.
- d) The Executive Committee of the Society may suspend from membership any member of the Society whose activities are determined to be prejudicial to the Society. Such members will have the right of appeal to the next Annual General Meeting of the Society or an Extraordinary General Meeting convened in accordance with the procedure outlined in Clause 6 (b) below.

5 ADMINISTRATION

- a) The Society shall be administered by an Executive Committee. The Officers of this Executive Committee shall be the Chairman, Vice-Chairman, Secretary and Treasurer.

The Officers and (up to) 8 other Executive Committee members shall be elected at an Annual General Meeting to serve for a term up to the next AGM. A quorum of the Executive Committee shall consist of 6 members.

- b) Nominations for the Officers and Executive Committee should be submitted to the Secretary to be received not less than 14 days before the AGM. If insufficient nominations have been received to fill the Executive Committee, the Chairman of the meeting may, at his/her discretion, take nominations from the floor.
- c) The Executive Committee shall have the power at any time to co-opt members to fill casual vacancies or for any other purpose.
- d) Fully paid-up members of the Society shall be entitled to vote at a General Meeting. Any member unable to attend a General Meeting may cast a vote by mail or e-mail received by the Secretary not less than 48 hours before the meeting is scheduled to take place. The Executive Committee shall determine specific voting rights of different classes of membership.
- e) All Executive Committee members shall be eligible for re-election upon completion of their terms of office.
- f) One or more financial scrutineer shall be appointed at the Annual General Meeting to carry out audit duties referred to in clause 8 c) below.

6 GENERAL MEETINGS

- a) An Annual General Meeting shall be held during the month of May, when the Chairman, Secretary and Treasurer shall present their reports. Notice of this meeting shall normally be given to all members in the February edition of the Society's quarterly journal and on the Home Page of the Society's web-site or otherwise in writing with at least 56 days prior notice.
- b) An Extraordinary General Meeting may be convened at the request of 10 members, with prior notice furnished to all members on the Home Page of the Society's web-site at least 56 days before the meeting setting out the business to be conducted.
- c) A quorum for a General Meeting shall consist of not less than 10% of the membership or 50 members, whichever is the smaller. Except as specified in clauses 7 & 9 below, decisions at the meeting shall be by a simple majority vote.

7 CONSTITUTION

The Constitution may be altered or amended only at an AGM or an EGM of the Society and then only if the proposed alteration or amendment receives a two-thirds majority of the votes of members of the Society.

Proposals for constitutional amendments to be considered at an AGM may be submitted to the Secretary by the 31st December prior to the AGM (so that suitable notice can be given to the membership).

8 FINANCE

- a) All income and property of the Society shall be applied solely towards the promotion and execution of the Objects of the Society as defined in Clause 2 above. No portion thereof shall be paid or transferred directly or indirectly by way of profit to any member of the Society. Nothing herein shall prevent reimbursement of reasonable and proper out-of-pocket expenses incurred on behalf of the Society. Neither shall it prevent the exercise of the Executive Committee's discretion in recognising distinguished service, nor donating 'in memoriam'.
- b) The Executive Committee shall keep proper books of accounts with respect to all sums of monies received and expended by the Society. Cheques issued on the Society's bank account shall be signed by two unrelated members of the Executive Committee.
- c) The Society's accounts shall be examined annually by one or more financial scrutineers. A copy of the examined accounts shall be available to all members of the society. An honorarium may be paid for this service, at a level to be determined by the Executive Committee.

9 DISSOLUTION

The Society may be dissolved by a resolution passed by three-quarters of members with voting rights at a General Meeting called for the purpose and for which 56 days prior notice has been given by an announcement on the Home Page of the Society's web-site.

Such a resolution may give instructions for the disposal of any assets held by the Society after all debts and liabilities have been paid, the balance left to be transferred to some other institution or institutions having objectives similar to those of the Society.

10 TRUSTEES

The Executive Committee may appoint from two to six persons to hold any property held by or in trust for the Society.

11 LEGAL STATUS

The legal status of the Society is that of a Special Interest group operating as a voluntary organisation; this status can only be changed at a General Meeting.

(This Constitution was unanimously adopted at the 2011 AGM held on 14th May 2011)