



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 rates determined by the Executive Committee.

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, the Secretary and the Treasurer.

b) 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.

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 post or e-mail to be received by the Secretary not less than 48 hours before the meeting is scheduled to take place.

e) The Executive Committee shall determine specific voting rights of different classes of membership.

f) All Executive Committee members shall be eligible for re-election upon completion of their terms of office.

g) 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 PRESIDENT AND VICE-PRESIDENTS

a) The Society shall elect a President, who may not previously have been a member of the Society, whose primary roles shall be:

- (i) to preside over the election of the Chairman at the Annual General Meeting; and
- (ii) to act as an ambassador of the Society in the local community, nationally and, if appropriate, internationally.

b) The President shall be nominated by the Executive Committee and shall be elected by majority vote at an AGM for a period of three years. The nomination shall be announced in the notice of the AGM made under Clause 7 (a) below.

c) No person may serve as President for more than six years whether in a single three year period or in separate periods.

d) On termination of the presidency, the President shall become a Vice-President.

e) The Society may also elect Vice-Presidents to recognise distinguished service to the Society as former Committee members.

f) Vice-Presidents shall be nominated by the Executive Committee and shall be elected by majority vote at an AGM. The nomination(s) shall be announced in the notice of the AGM made under Clause 7 (a) below.

g) The President and Vice-Presidents shall become Honorary Life members of the Society.

7 GENERAL MEETINGS

a) An Annual General Meeting shall be held during the month of May. The format of the AGM may be either in person or by using online conferencing facilities.

Notice of this meeting shall be given to all members with at least 56 calendar days prior notice

(i) in the February edition of the Society's quarterly journal; and

(ii) on the Home Page of the Society's web-site.

b) Nominations for

(i) the Officers; and

(ii) the Executive Committee

shall be submitted to the Secretary to be received not less than 28 calendar days before the AGM.

c) Notice of the nominations received for the Officers and the Executive Committee shall be broadcast to members on the Home Page of the Society's web-site at least 21 days in advance of the AGM.

d) If insufficient nominations have been received to fill the Executive Committee, the Chairman at the meeting may, at his/her discretion, take nominations from the floor.

e) 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 calendar days before the meeting setting out the business to be conducted.

f) Any motions for consideration at an AGM or General Meeting (other than those broadcast in the notice of the meeting) should be submitted to the Secretary at least 28 days in advance of the meeting. Notices of any such will be broadcast on the Home Page of the Society's web-site at least 21 calendar days in advance of the meeting.

g) Members without access to the Internet may elect at any time to receive notices by post under Clauses (c) and (f) above by written application to the Secretary. Such requests will become effective immediately on receipt by the Secretary and may be revoked later by written notice to the Secretary. The onus in making an election and any subsequent revocation rests with the member.

h) A quorum for a General Meeting shall consist of not less than 10% of the membership or 25 members, whichever is the smaller. Proxy votes may be submitted to the Secretary in writing or by e-mail with at least 24 hours notice in advance of the meeting. Except as specified in Clauses 8 & 1, decisions at the meeting shall be by a simple majority vote.

8 CONSTITUTION

The Constitution may be altered or amended by a general polling by post or e-mail of the Membership, or at an AGM or an EGM of the Society and then only if the proposed alteration or amendment receives at least a two-thirds majority of the votes received, cast by members of the Society.

9 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.

10 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.

11 TRUSTEES

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

12 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 version of the Constitution was created following a general vote of the Membership in December 2022, rather than at an AGM as we were unable to form a quorum at the previous AGM

The previous version of the Constitution, adopted in 2015, was modified as follows

7 a) additional clause to allow for online or in person AGM

7 h) amended quorum from 50 to 25

8 additional clause to allow for Constitution changes to be made by general polling of the membership