

## CUMBERLAND GEOLOGICAL SOCIETY

### CONSTITUTION (as amended at May 2013 ASGM)

#### 1. NAME

- 1.1. The Society shall be known as the Cumberland Geological Society hereinafter referred to as "The Society".

#### 2. OBJECTIVES

- 2.1. To promote and advance public knowledge and research in all aspects of geology and other allied sciences, particularly in the county of Cumbria and adjacent counties by such means as;
  - meetings;
  - excursions;
  - the production of proceedings and occasional publications;
  - the maintenance of a library;other charitable means as the Council shall from time to time decide, (including the Charles Edmonds Prize and the Angela Marchant Student Bursary).
- 2.2. To provide members of The Society and the general public with information on the activities of The Society and on earth sciences.
- 2.3. To foster good relations with similar organisations.
- 2.4. ~~To raise funds for the above activities.~~

#### 3. COUNCIL

- 3.1. The Society shall aim to be governed by a Council consisting of: President, two Vice-presidents (the senior of whom shall be the immediate past president), ~~Council~~ General Secretary, Treasurer, ~~Field Trip~~ Excursion Secretary, Lecture Secretary, Membership Secretary, The Cumberland Geologist ~~Proceedings~~ Editor, Website Manager / Publicity Officer, Librarian and up to five ordinary members. A member of Council may hold more than one office. ~~The role of President may be a job share. Ordinary members may serve for a fixed term of three years.~~
- 3.2. The President shall hold office for no more than two successive years. In the event of a successor not being available at the time of the Annual General Meeting, Council may elect the present incumbent for a further year.
- 3.3. Council may from time to time co-opt other members to Council as necessary.
- 3.4. The Council, of which whom five shall form a quorum, shall meet whenever summoned by either the President, ~~General~~ Council Secretary or Treasurer.
- 3.5. Indicative responsibilities of officers are described in Appendix 1.

#### 4. MEMBERSHIP

- 4.1. Membership of The Society is open to any member of the general public.

~~4.2.-~~

~~4.3.-~~

4.4.4.2. There shall be the following categories of membership;

- Full members who shall be entitled to take full part in the life of The Society.
- Joint membership shall be open to two or more full members residing at the same address at an appropriate subscription. They shall receive jointly the proceedings, publications and notices of The Society.
- Student members shall be in full time education at an institution recognised by the Society. They shall automatically transfer to full membership on 1<sup>st</sup> January following three years of student membership or on 1<sup>st</sup> January following any extension of studentship for which they will have provided a supervisors statement of such an extension. They shall enjoy the same privileges as ordinary members except that they shall pay a reduced subscription.
- Institutional membership shall be open to any libraries, schools colleges or other institutions. Such institutions shall receive all proceedings, publications and notices of The Society, and have the use of The Society's library.
- Honorary membership will be awarded to any person who has rendered signal service to The Society, or is distinguished in the pursuit of the objects of The Society. Honorary members will be elected on the recommendation of Council and will enjoy all the privileges of full membership but without the obligation of paying an annual subscription.

## 5. SUBSCRIPTIONS

- 5.1. The Society's year shall run from 1<sup>st</sup> January to 31<sup>st</sup> December.
- 5.2. The level of annual subscriptions shall be decided at the preceding Annual General Meeting.
- 5.3. The annual subscriptions shall become due on the first day of The Society's year.
- 5.4. Subscriptions received from members joining for the first time on or after the first day of September will extend over that year and the whole of the following year.
- 5.5. Members whose subscription is in arrears on 28<sup>th</sup> February will be notified of this lapse.
- 5.6. If a subscription has not been renewed by March 31<sup>st</sup> it will be deemed to have lapsed.

~~5.7.~~

~~5.8-5.7.~~ Members may enter into Gift Aid declaration.

## 6. FINANCE

- 6.1. The accounts of The Society shall be subject to annual audit. Audited annual accounts shall be presented by The Society's Treasurer for approval, to the next Annual General Meeting.
- 6.2. The auditor for the next financial year shall be appointed at the Annual General Meeting.
- 6.3. Fund raising carried out in The Society's name shall be subject to the approval of Council.
- 6.4. Members may be reimbursed for any expenses incurred on behalf of The Society at the discretion of Council.

## 7. GENERAL MEETINGS

- 7.1. There shall be an Annual General Meeting (AGM) every 12 months where possible.
- 7.2. Council for the coming year shall be nominated by the retiring Council and elected annually by a vote of those present at the AGM. The list of nominations shall be sent to all members with the notice of calling the AGM, at least two weeks prior to the AGM.
- 7.3. Additional nominations to Council shall be invited from members of The Society, except for the offices of President and Senior Vice President, subject to the following conditions.
  - a) the nominations must be received by ~~Council~~ the General Secretary at least three weeks before the AGM.
  - b) Each candidate must be proposed by ~~ant least three~~ ordinary members, who must state that the candidate has agreed to be nominated.
- 7.4. A Special General Meeting may be called at any time at the request of Council or any twelve members, for a specific purpose. The General Secretary shall notify members of the date, time and place of the meeting and the purpose for which it has been called. At least fourteen days' notice of such a meeting shall be given by ~~Council~~ the General Secretary.
- 7.5. General Meetings shall either virtually or be held at venues in Cumbria.

## 8. THE CHARLES EDMONDS PRIZE FUND

- 8.1. The fund, ~~raised by public subscriptions,~~ is held in The Society's accounts and vested in three trustees who shall be the President and two members of Council, ~~Senior Vice President and General Secretary.~~
- 8.2. ~~The fund shall be suitably invested by the trustees and the interest used to provide a prize to be awarded every three years, or more frequently if the trustees so decide.~~
- 8.3. The prize shall be awarded by the trustees from time to time, such as every three years or more frequently if the trustees so decide. It will be presented to the successful candidate at an appropriate meeting/occasion. ~~the annual dinner of The Society or at the AGM.~~
- 8.4. ~~The prize shall be awarded by a panel consisting of the President, Senior Vice President, and General Secretary together with one other person who shall be appointed by the Council of The Society.~~
- 8.5. Candidates for the prize shall be limited to students, who shall be natives of or residents in Cumbria at school, university or college or other institutions of full time education, who show special interest in geology and its allied disciplines; amateur geologists being members of the The Society, who have by their activities inside or outside The Society, helped to further the spread of knowledge of geology; any geologist, amateur or professional, who has by their researches made contributions to knowledge of geology of the northern English counties or who, being a native of Cumbria, has made contributions to geology in general.

## 9. THE ANGELA MARCHANT STUDENT BURSARY FUND

- 9.1. The fund, ~~raised by interest on public subscriptions~~ is held in The Society's bank accounts.
- 9.2. A panel consisting of the President and Treasurer and two others appointed by Council shall make recommendations to Council regarding recipients of the awards and the criteria on which the recommendations are based.
- 9.3. The frequency of awards shall be at the discretion of Council.
- 9.4. Candidates for the award will apply in writing on an application form drawn up by Council.

9.5. Candidates for the award shall be limited to: students who are residents of, or have strong connections with Cumbria, in full or part time education at an institution of further or higher education, who show special interest in geology and its allied disciplines; students who are studying or carrying out research in the northern counties of England.

9.6. Successful candidates ~~may will be expected to~~ provide The Society with an account of the use of the award either as a written account for publication or orally at an ordinary meeting held by The Society.

## **10. PROPERTY**

10.1. The Council may, from time to time, make purchases of such moveable effects as books and equipment as they consider advisable for the proper running of The Society and they may also dispose of such effects by sale.

## **11. LIMITATIONS**

11.1. The Society cannot accept liability for the costs of any damages, fire or theft, legal fees or injury incurred by the activities of individual members.

11.2. Any member whose conduct is, in the opinion of Council, prejudicial to the interests of The Society may be removed from The Society by Council, provided that no member be so removed unless due notice has been sent, informing the person of the intention of Council to proceed against them, and of the nature of the charges made against the person. The person must also be given the opportunity to answer such charges and explain their conduct to the satisfaction of Council.

## **12. CONSTITUTIONAL AMENDMENTS**

12.1. The constitution of The Society may not be altered except at a General Meeting, for which fourteen days' notice shall have been given and the full text of the proposed additions and/or alterations shall be announced in the newsletter, or notice calling the meeting. No further amendments may be proposed at the meeting.

## **13. DISSOLUTION CLAUSE**

13.1. The Society shall not be dissolved except at a Special General Meeting summoned for this purpose. One month's notice shall be given to all members and the resolution of dissolution shall require a majority of two thirds of the members present and voting, together with those who shall have communicated their views to the officers of The Society in writing. In case of dissolution of The Society, the property shall be presented to some charitable organisation concerned with geological research or other cognate objects of The Society.

## APPENDIX 1

### Indicative responsibilities of Officers

#### **President (may be a job share)**

To chair meetings of Council

To preside at lecture and field meetings

To be a member of the Charles Edmonds Prize Fund and Angela Marchant Student Bursary Fund panels

#### **Senior Vice-President**

To deputise for the President as necessary

~~To be a member of the Charles Edmonds Prize Fund panel~~

#### **Junior Vice President**

To deputise for the President as necessary

#### **~~General Council~~ Secretary**

~~To be the correspondent of The Society~~

To ensure that Council and General Meetings are properly convened and agenda and minutes are produced

~~To ensure that venues are booked for meetings~~

~~To be a member of the Charles Edmonds Prize Fund panel~~

~~To organize the annual dinner~~

~~To organize the production and distribution of regular newsletters for members~~

#### **Treasurer**

To be responsible for the upkeep of The Society's bank accounts

To provide Council with regular financial statements regarding income, expenditure, bank balances and assets of The Society

To prepare annual accounts and organize their audit

To present annual accounts to Council and the AGM as described in section 7 above

To advise Council on subscription levels

To be a member of the Angela Marchant student Bursary Fund panel

#### **~~Field Trip~~Excursion Secretary**

To organise the programme of field visits and liaise with leaders

To ensure that accounts of field visits are produced for inclusion in The Cumberland Geologist~~the Proceedings~~

#### **Lecture Secretary**

To organize the programme of lectures and liaise with lecturers

To ensure that venues are booked for lectures

To ensure that equipment is available for lecturers

~~To ensure that accounts of lectures are produced for the Proceedings~~

#### **Membership Secretary**

To keep an up-to-date register of members

To provide lists of members for other officers as necessary

To correspond with members on membership issues as necessary

#### **~~Proceedings~~The Cumberland Geologist Editor**

To organize the production and distribution of proceedings of The Society, The Cumberland Geologist (TCG)

#### **Website Manager/Publicity Officer**

To keep the Society's website up to date

**To upload recordings of lectures and past Proceedings/TCGs**

To organize media publicity for Society activities

**To be the correspondent of the society**

**Librarian**

To keep and up-to-date catalogue of the Society library

To organize the lending of materials from the library for members