

CONSTITUTION

1. Name

The name of the Society shall be 'Derbyshire Family History Society.'

2. Objectives

The objectives 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 Derbyshire.
- (b) To promote and to engage in educational activities including the issue of a regular journal, the publication and sale of appropriate material, a website and such other use of social media as the Executive Committee shall judge appropriate.
- (c) To promote the preservation, security and accessibility of archival material.
- (d) In furtherance of the above objectives, but not further or otherwise, the Society shall have the following powers:
 - (i) to hold talks and discussions and organise research visits for Society members and interested members of the general public;
 - (ii) to hold and maintain a library of printed and other works for the use of Society members and interested members of the general public;
 - (iii) to preserve, transcribe, index and publish original source materials including documents and memorial inscriptions;
 - (iv) To pursue collaboration with similar societies and established supportive bodies, such as churches, libraries, record offices and educational institutions;
 - (v) to support the activities of the Federation of Family History Societies, otherwise known as the Family History Federation, in its pursuit of these and similar objectives.

3. Affiliation

This Society shall be a member of the Federation of Family History Societies, otherwise known as the Family History Federation, and shall have power to affiliate with other organisations whose objectives are deemed to be compatible and mutually supportive.

4. Membership

- (a) Membership of the Society shall be open to all persons showing genuine interest in the support of the Society's objectives.
- (b) Classes of membership shall be determined by the Executive Committee of the Society and may include such categories as Individual, Honorary and such other categories as the Executive Committee may consider appropriate.
- (c) Annual subscriptions shall be payable at the time and at the rate determined by the Executive Committee of the Society.
- (d) The Executive Committee of the Society may suspend from, or refuse membership to, any person whose activities, in their opinion, are determined to be prejudicial to the Society. Such members will have the right of appeal to the next AGM of the Society or an Extraordinary General Meeting convened in accordance with clause 6 (b) below.

5. Administration

- (a) The Society shall be administered by an Executive Committee consisting of a Chair, Secretary, Treasurer, Membership Secretary, Librarian and ordinary committee members such that the full Executive Committee does not exceed 12 members. A quorum of the Executive Committee shall consist of 3 members.
- (b) The Chair will always have a casting vote in addition to her/his member's vote if

required.

(c) The Officers and other committee members shall be elected annually by the membership and their terms of office shall commence with the declaration of the election results at the Annual General Meeting. Nominations may be submitted in writing beforehand or may be made from the floor of such meeting provided the nominee is present at the meeting or has previously agreed to the nomination in writing. A person must have been a member of the Society for more than one year before election as an Officer or member of the Executive Committee.

The Executive Committee shall have power to co-opt members to fill casual vacancies or for any other purpose. Such co-opted committee members shall have full voting rights at committee meetings.

(e) Only fully paid-up members of the Society shall be entitled to vote at the General Meeting. A fully paid-up member is one whose subscription for the current calendar year has been received by the Membership Secretary of the Society prior to the General Meeting.

(f) All Executive Committee members shall be eligible for re-election upon completion of their term of office. Members co-opted onto the Executive Committee between Annual General Meetings will serve until the following AGM when they will be eligible for election.

(g) One or more auditors or examiners shall be appointed by the AGM to carry out the audit duties referred to in clause 8(c) below.

(h) Groups may be formed for the purpose of organising local meetings and activities with support of the Executive Committee and under such conditions as they shall determine.

(i) All Society business meetings shall be recorded in the form of minutes. Any sub-committee meeting shall produce minutes and copies shall be supplied to the Executive Committee.

(j) Any matter not herein defined shall be decided by the Executive Committee.

6. General Meetings

(a) An Annual General Meeting shall be held during the month of April when the Officers shall present their reports. Notice of this meeting shall be given to members at least twenty eight days prior to the event, either in writing or by electronic mail.

(b) An Extraordinary General Meeting may be convened at the request of the Executive Committee or of thirty members, with prior notice in writing or by electronic mail furnished to members at least fifty six days before the meeting, setting out the only business to be discussed. A quorum for such a meeting shall consist of not less than twelve members. Except as specified in clause 9 below decisions made at the meeting shall be determined by simple majority.

7. Constitution

The Constitution can be altered or amended only at an AGM or an EGM of the Society at which proper notice has been given and then only if the proposed alteration or amendment receives at least two thirds of the votes of eligible Society members present and voting, provided that no such alteration or amendment shall cause the Society to cease to be a charity at law. No alteration shall be made to the Objectives of the Society without prior consultation with the Charity Commissioners.

8. Finance.

(a) All income and property of the Society shall be applied solely towards the promotion and execution of the objectives of the Society as defined in clause 2 above, and no portion thereof shall be transferred directly or indirectly in any manner by way of profit to any member of the Committee or the Society, provided that

nothing herein shall prevent reimbursement of reasonable and proper out of pocket expenses incurred on behalf of the Society.

(b) The Executive Committee shall cause proper books of account to be kept in respect to all sums of money received and expended by the Society and the matters in respect of which receipts and expenditure take place.

(c) The Society's accounts shall be audited annually in accordance with the regulations laid down by the Charity Commission. A copy of the audited accounts shall be presented to all members of the Society and to the Charity Commission.

9. Dissolution

The Society may be dissolved by a resolution passed by not less than three quarters of the total votes received from:

(a) those members present and voting at either an Annual or an Extraordinary Annual Meeting called for the purpose, and

(b) those members not present at the said General Meeting who have submitted their votes in writing prior to the said General Meeting.

Such a resolution may give instruction 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 charitable institution or institutions having objects similar to those of the Society.

10. Trustees

The Executive Committee by virtue of their office are the trustees for the Society and hold any property held by or in trust for the Society.