

ANGLO-ITALIAN FAMILY HISTORY SOCIETY
THE CONSTITUTION OF THE SOCIETY ~ Established 2002

1. Name
The name of the Society shall be the Anglo-Italian Family History Society
2. Address
The recognised address shall be that of the Secretary
3. Objectives
The objectives of the Society shall be:
 - (a) To collect, index, co-ordinate, publish and make accessible in the interest of genealogy any documents or may assist or promote the research of Anglo Italian Research
 - (b) To promote the preservation of such documents and records;
 - (c) To encourage the study of genealogy;
 - (d) To assist educationally by providing lectures or otherwise in record research.
4. Membership
Membership shall be open to any persons, family, institutions or organisations that share the objectives of the Society.
The subscription fees entitles up to TWO members living at the same address to receive ONE Newsletter/Journal, either postal or in electronic format, and ONE vote at General meetings, or, in the case of Electronic Membership via email.
5. Subscriptions
All subscriptions shall be payable from 1, April and membership will be deemed to have lapsed if the subscription remains unpaid at the end of May. The subscription shall be fixed at a General Meeting of the Society and shall remain in force until amended by resolution at another General Meeting. The General Meeting, if it thinks fit, may fix different subscription rates for members in different categories (for example electronic or postal or overseas membership).
6. The Committee
 - (a) The Society shall be administered by the Committee, the members of which shall be elected for one year only at the Annual General Meeting or equivalent.
 - (b) All Committee members shall be eligible to stand for re-election.
 - (c) The Committee shall consist of not more than twelve members, of whom the following shall be deemed as “officers” of the Society – Chairperson, Vice Chairperson, Membership Secretary, Secretary and Treasurer.
 - (d) The Committee may, when necessary, co-opt a member to fill a vacancy on the Committee or for a specific purpose.
 - (e) A simple majority shall suffice to pass any motion. In the event of an equal number of votes being cast for and against the motion the Chairperson shall have a second or casting vote.
 - (f) The Committee will have full power to authorise expenditure, with consultation with TWO of the following officers of the Society: Chairperson, Vice Chairperson and Treasurer.
 - (g) The setting up of local meetings centres must be approved by the Committee.
 - (h) The Committee may at its discretion appoint sub-committees.
 - (i) Centres and Sub-Committees shall not have the power to incur any expenses beyond what is approved by the Committee, and shall keep regular account of receipts and payments in a manner approved by the Treasurer.
 - (j) The Society’s property shall be under the control of the Committee. All assets, financial, or in kind, held on the behalf of the Society at a Centre or by an Individual member, belong to the Society.
 - (k) No Officer or member of the Society can lay claim to the assets, and must on request relinquish any such items to the Committee.
7. President and Vice President
The Society may elect an honorary President and Vice President whose names have been submitted by the Committee at an Annual General Meeting or equivalent. These persons shall hold office for a period of five years and shall be eligible for re-election. They may attend any Committee Meetings or equivalent, but shall not be entitled to vote, unless elected to the Committee pursuant to Clause 6.
8. General Meetings.
 - (A) The Annual General Meeting shall be held at such time and place as decided by the Committee, the date not less than 28 days after the publication date of the Society’s Spring Newsletter/Journal. Notification of the meeting shall be issued to the Membership in the Winter edition of the Society’s Newsletter/Journal or by special letter or email.
The business of the meeting shall be:
 - (i) To Confirm the Minutes of the last Annual General Meeting;
 - (ii) To receive the report on the activities of the last year;
 - (iii) To receive and approve the accounts of the Society;

- (iv) To elect a President and/or Vice President, if appropriate
- (v) To elect the Officers and other members of the Committee;
- (vi) To appoint a member of the society to review the accounts; this person will not have served on the Committee for the accounting period;
- (vii) To discuss and take decisions on any submitted motions;
- (viii) Any other business.

(B) A Special General Meeting may be called by the Committee, or when requested in writing by no fewer than 20 members or one third of the membership, whichever is the lower. Notification of the meeting, and of the business to be transacted shall be given in the appropriate issue of the Society's Newsletter/Journal or by special letter or email sent to all members with no less than 14 days notice.

9. Procedure at General Meetings

Notification of the date and place of the Annual General Meeting and the closing date for the receipt by the Secretary of nominations and motions shall be issued to members in the Winter edition of the Society's Newsletter/Journal.

Notification of nominations for Officers and other Committee members and of any other business, including motions, shall be issued to members in the Spring issue of the Society's newsletter/Journal.

Motions for submission to the Annual General Meeting shall be signed by the proposer and seconder and shall be received by the Secretary by a date decided by the Committee, such date to allow publication in the Spring issue of the Society's newsletter/Journal.

A two-thirds majority of votes cast by those entitled to vote shall be necessary to pass any amendment to the Constitution, pursuant to clause 11, but other motions may be passed by a simple majority of cast votes.

In the event of an exactly equal number of votes being cast for and against any motion then the Chairperson of the meeting shall have a second or casting vote.

Although a vote may be taken on matters not specified in the Agenda for a General Meeting as an expression of opinion, such a vote shall not have the force of the resolution nor shall it be binding upon the Committee.

Members may, on completion of an appropriate form, appoint either the Chairperson or another member of the Society to act as a proxy to vote at General Meetings. Alternatively, a member may submit a postal vote.

10. Indemnity to Committee

The Society shall indemnify the Committee of the Society from and against all claims, liabilities and demands, and in any respect of all acts done or purported to be done in good faith on behalf of the Society provided that nothing in this shall indemnify them for any acts of fraud or negligence or similar acts.

11. Alterations

Alterations to this Constitution shall require the assent of two-thirds of the members entitled to vote and voting at an Annual General Meeting or Equivalent, or at a Special General Meeting or equivalent. The Secretary of the Society must receive a resolution for the alteration of the Constitution at least 21 days before any meeting or equivalent, at which the resolution is to be brought forward. At least 14 days notice of such a meeting or equivalent must be given by the Secretary to the membership and must include Notice of the Alteration proposed. No Alteration to Clauses 3 (Objectives), 12 (Dissolution) or this clause shall take effect until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained. No other alteration shall be made which would have the effect of causing the Society to cease to be a Charity at law.

12. Dissolution

In the event of a resolution by the members to dissolve the Society, the Treasurer shall realise all its assets and discharge its liabilities. A further General Meeting or Equivalent shall then be called, and the Treasurer shall submit the audited accounts. Any balance remaining shall then be distributed to such a Charitable Organisation or Organisations having similar aims and Objectives, as the meeting may direct. The Treasurer shall then make such distribution as directed and submit the final accounts to the Auditors. The Society shall then stand dissolved.

