

RULES AND CONSTITUTION OF ABERDEEN CIVIC SOCIETY

1 NAME

The name of the Society shall be Aberdeen Civic Society

2 OBJECTS

The objects of the Society shall be;

- (a) to stimulate public interest in and care for the beauty, history and character of the city of Aberdeen and its surroundings;
- (b) to encourage the preservation, development and improvement of public amenity and historic interest in the City and its surroundings;
- (c) to encourage high standards of architectural planning in the City and its surroundings;
- (d) generally to pursue the objects of the Society by means of meetings, exhibitions, lectures, publications, conferences, publicity and by any other means as shall seem desirable to the Society.

The objects of the Society may be amended only at an Annual or Special General Meeting of the Society with the approval of a two thirds majority of members present. The Society may, if a majority of the Executive Committee so decides, associate with another body or other bodies having similar objects to the Society.

3 MEMBERSHIP

Membership of the Society shall be open to all those interested in the objects of the Society. In addition to ordinary members there shall be joint husband and wife members, retired members, student members, and corporate members. Membership shall automatically lapse if the subscription in any year is unpaid for a period of 6 months after notification that it is due. The subscription payable by members shall be determined by a two-thirds majority of members present at an Annual General Meeting or a Special General Meeting.

4 ANNUAL GENERAL MEETING

As soon as practicable after the financial year end of the Society, the Secretary shall call an Annual General Meeting of the Society at which the Chairman, whom failing the Vice-Chairman, shall preside for the purposes of:

- (a) receiving the Report of the Executive Committee;
- (b) receiving and approving the Accounts of the Society;
- (c) electing Office Bearers and members of the Executive Committee.

At least 21 clear days' notice of the Annual General Meeting, together with a copy of the Agenda, shall be given to all members by the Secretary.

Only one vote may be cast by each member of the Society. Save when otherwise specified in the Constitution and Rules, all matters to be voted on shall be determined by a simple majority of those voting.

Nominations for the election of Office Bearers and members of the Executive Committee may be made at or before the Annual General Meeting. Such nominations shall be in writing and must be supported by a seconder and with the consent of the nominee. A ballot shall take place should the number of nominations exceed the number of vacancies on the Executive Committee. In the event of a tie, the Chairman shall be empowered to exercise the casting vote.

The Office Bearers of the Society shall be the Honorary President, Chairman, Vice-Chairman, Honorary Secretary and Honorary Treasurer.

5 SPECIAL GENERAL MEETING

A special General Meeting may be called either by the Executive Committee following a Requisition signed by at least 10% of the membership or 20 people whichever is the lesser and sent to the Secretary of the Society. Such Requisition shall state the purpose of calling the Special General Meeting and where appropriate shall incorporate a resolution to be put before the Special General Meeting. At least 21 clear days' notice of the Special General Meeting shall be sent to all members. Such notice shall incorporate the Requisition and any resolution proposed. Only those matters specified in the Requisition may be discussed at the Special General Meeting.

6 THE EXECUTIVE COMMITTEE

The Executive Committee shall consist of the five Office Bearers and not more than 12 members. These additional members shall be elected at an Annual General Meeting following the procedure for election of the Office Bearers. The members shall be elected for a period of 3 years but shall be eligible for re-election. A majority of the Executive Committee shall have the power to co-opt members to fill casual vacancies. Co-opted members shall resign at the Annual General Meeting immediately following their co-option.

The Executive Committee shall be responsible for the running of the whole affairs of the Society. The quorum at meetings of the Executive Committee shall be 4 members.

7. VIRTUAL OR HYBRID MEETINGS

A virtual Meeting is a meeting where arrangements have been made in advance to allow participants to attend the meeting by means of a conference telephone, video link or similar means of electronic communication at which all participants can be heard and can hear each other without the need for them to be physically present at the same location. A person participating in a meeting by such means shall be deemed to be attending virtually.

A hybrid meeting is a meeting at which some participants are attending the meeting in person and others are attending virtually.

Any Annual General Meeting, Special General Meeting or meeting of the Executive Committee may be held as an in person meeting, a virtual meeting or a hybrid meeting.

A person attending a meeting virtually shall have the same rights to receive notice, speak, vote and otherwise participate in the meeting as he or she would have if attending the meeting in person.

8 APPLICATION OF FUNDS

All monies and moveable property received by the Society shall be applied in carrying out the objects of the Society in accordance with the rules. The Executive Committee shall pay all administrative expenses of the Society. Bank and Building Society accounts shall be held in the name of the Society with the Chairman, Secretary and Treasurer of the Society for the time being as Trustees *ex officio* for the Society. The Executive Committee shall have power to invest or borrow money in order to assist and to promote the objects of the Society.

9 HONORARY MEMBERS

The Annual General Meeting or any Special General Meeting of the Society shall be entitled to elect as Honorary Members of the Society such persons who have shown a special interest in the Society or its objects. Any member may nominate such a person for Honorary Membership. Nominations shall be in writing and must be supported by a seconder.

10 AMENDMENT OF RULES AND CONSTITUTION

No alteration is to be made to these Rules and Constitution unless approved by a majority of two-thirds of those members present and voting at an Annual General Meeting of the Society. Notice of the motion for such alteration must be sent to the secretary of the Society at least 21 days in advance of such a meeting.

11 DISSOLUTION OF THE SOCIETY

The Society may be dissolved by resolution of a Special General Meeting called for that purpose passed by a majority of at least two-thirds of members present and voting. If the Society winds up, the assets shall be transferred to such other body, or bodies, whose objects are similar to those of the Society, the body or bodies being determined by members of the Society at or before the date the Society is wound up.

Date; April 2022

Draft approved by Executive Committee 16/3/2022