

SOCIETY FOR NAME STUDIES IN BRITAIN AND IRELAND

CONSTITUTION

NAME

1. The name of the Society shall be the Society for Name Studies in Britain and Ireland. It is hereinafter referred to as "The Society".

OBJECTS AND POWERS

2. The objects of the Society shall be to advance the education of the public by promoting the study of proper-names, primarily the place- and personal-names of Britain and Ireland, and to provide a source of authoritative advice on all matters concerning such names.

3. The powers of the Society shall be to encourage:

- (i) the increase, by various educational means, of public awareness and understanding of the value and significance of name studies;
- (ii) the collection, documentation and interpretation of such names;
- (iii) the publication of the material and the results of such research, in its journal **NOMINA** and elsewhere;
- (iv) the exchange of information between the various regions;
- (v) the development of young scholars in name studies.

4. The income and property of the Society whencesoever derived shall be applied solely towards the promotion of the objects of the Society and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the members of the Society save as provided in Clause 28 hereof.

5. In furtherance of the above mentioned objects and without prejudice to the generality thereof the Society shall organise and promote such meetings, exhibitions, lectures and social and other activities as will encourage scholarship or will provide money for the Society.

MEMBERSHIP

6. The Society shall consist of:
 - (1) Ordinary Members
 - (2) Affiliated Members
7. Ordinary Membership shall be open to any person over the age of 18 years.
8. Affiliated Membership shall be open to any company, firm, society, association or other body of persons.

ADMINISTRATION

9. The conduct and administration of the affairs and funds of the Society shall be in the hands of the Committee.
10. The Committee shall consist of the Officers of the Society and at least six but no more than eight Ordinary Committee Members. Every member of the Committee must be an Ordinary Member of the Society.
11. The Officers of the Society shall be:
 - (1) The President
 - (2) Two Vice-Presidents (one of whom will be the Immediate Past-President)
 - (3) The Honorary Secretary
 - (4) The Honorary Treasurer
 - (5) The Membership Secretary
 - (6) The Editor of **NOMINA**
 - (7) Such other Officers as the Committee may from time to time propose.
12. The Officers shall be elected at an Annual General Meeting and serve for a period of three years. The President shall serve a single term of three years and then be eligible for election as Vice-President (Immediate Past-President). The Past Presidents shall be eligible for election to the Committee once one year has elapsed after the completion of their single three-year term as Vice-President (Immediate Past-President). All other Officers shall be eligible for immediate re-election to the Committee on completion of their term of office.
13. The Ordinary Committee Members shall be elected at an Annual General Meeting to serve for a period of no more than three years.

14. At each Annual General Meeting at least two Ordinary Committee Members shall retire. If there are insufficient Ordinary Committee Members who have completed their three year term the Ordinary Committee Members to retire shall be those who have served longest since their last election or appointment. As between members of equal seniority, the members to retire shall in the absence of agreement be selected from among them by lot.
15. A retiring Ordinary Committee Member shall be eligible for re-election as an Ordinary Committee Member after one year has elapsed.
16. The Committee shall have power to fill casual vacancies on the Committee until the next Annual General Meeting.
17. Five members of the Committee at least three of whom are Ordinary Committee Members shall constitute a quorum.
18. The Committee shall have power to co-opt any person having special skill or knowledge but in relation only to the consideration by the Committee of matters where such skill or knowledge would be of assistance, and such co-opted person shall not have power to vote.
19. The members of the Committee shall each have one vote on issues arising at meetings of the Committee. Where there is an equality of votes the Chairman of the meeting shall have the right to use a second or casting vote.
20. The Committee shall propose all major policy decisions for the consideration of a General Meeting.
21. The Honorary Secretary shall do all such things and acts as the Committee may by resolution direct, shall conduct the correspondence of the Society, convene all meetings of the Society and Committee, take or cause to be taken minutes of all such meetings, and generally undertake such duties as the Secretary of such a Society normally performs.
22. The Editor of **NOMINA** shall be responsible
 - (1) for the administration and publication of the journal, with the assistance of the Committee;
 - (2) for regular reports to the Committee;
 - (3) for the selection and editing of all material published in **NOMINA**, with the assistance of an Editorial Board.
23. The Editorial Board of **NOMINA** must be members of the Society and shall consist of the Reviews Editor, the journal's Bibliographer and a necessary number of scholars to act as referees of papers. Members of the Board shall be appointed or re-appointed annually by the Committee, having taken the advice of the Editor.
24. The financial administration and distribution of **NOMINA** shall be the

responsibility of the Committee.

25. The Honorary Treasurer shall receive all monies payable to the Society and pay such monies into the banking account of the Society, keep a proper account of all monies received or expended, present all accounts to the Committee for approval, and make up the annual balance sheet of the Society to the end of the financial year and submit the same to the Annual General Meeting. The Honorary Treasurer shall open a banking account with a Bank to be approved by the Committee, such account to be in the name of the Society, and all cheques to be signed by any two of Officers of the Society.

26. The financial year shall end on 31 December in each year.

27. The accounts of the Society shall be audited by an auditor to be appointed by the Committee, and the report and certificates of such an auditor shall be presented to the Annual General Meeting.

28. Nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to any servant of the Society, or any member of the Society, in return for services actually rendered to the Society, but no member of the Committee of the Society shall be appointed to any salaried office of the Society or any office of the Society paid by fees, and no remuneration or other benefit in money or money's worth shall be given by the Society to any member of the Committee, except repayment of reasonable out-of-pocket expenses.

SUBSCRIPTIONS

29. The rates of annual subscription for the different classes of membership of the Society shall be such sums as may be set by vote at a General Meeting. Payment shall entitle a member to receive **NOMINA** and such benefits as decided by the Society.

30. Annual subscriptions shall become due on the first day of January each year. Members whose subscriptions are not paid by the start of a General Meeting shall forfeit their right to vote. Any member whose subscription is not paid by 1 July in any membership year shall cease to receive the Society's circulars until the subscription is paid. Members whose subscriptions are twelve months in arrears shall be automatically excluded from membership.

ACTIVITIES

31. An Annual Conference shall be held, normally in conjunction with the Annual General Meeting. The Committee shall appoint a conference organiser from year to year who may be co-opted to the Committee.

32. The Society's journal shall be called **NOMINA** and be published annually. Its contents shall reflect the aims and objects of the Society, through the publication of

scholarly material, including selected papers from the Society's conferences, other scholarly articles, notes, reviews of books and an annual bibliography. Contributors may include scholars who are not members of the Society.

GENERAL MEETINGS

33. The Annual General Meeting of the Society shall be held on such date before the end of April as may be determined by the Committee. Six weeks notice in writing shall be given to all members, together with the agenda for such meeting.

34. Nominations of persons for election to the Committee must be in writing to the Secretary at least twenty-eight days prior to the Annual General Meeting, containing the names of the proposer and seconder both of whom must be members of the Society and the consent of such persons nominated.

35. An Extraordinary General Meeting of the Society may be convened at any time, on twenty-eight days notice in writing to each member, either by the Committee, or on written requisition to the Secretary signed by not less than twenty-five members entitled to vote at such meeting which requisition shall state the reason for such meeting. The Committee shall convene an Extraordinary General Meeting within twenty-eight days of receipt of such a requisition.

36. A quorum at any General Meeting shall be ten members entitled to vote at such meeting or one-tenth of the membership entitled to vote at such meeting whichever is the greater.

37. Each Ordinary Member or Affiliated Member shall have one vote, and in the event of an equality of votes the Chairman of the meeting shall have a second or casting vote.

38. In the absence of the President, one of the Vice-Presidents shall take the chair for a General Meeting. In the absence of the President or Vice-Presidents those attending shall elect a Chairman for the meeting from among their number.

AMENDMENT OF CONSTITUTION

39. No amendment may be made to this Constitution except by a resolution passed by not less than two-thirds of such members present as, being entitled to do so, vote in person at an Extraordinary General Meeting called for the purpose. Such an Extraordinary General Meeting shall be called as provided in Clause 35 and not less than twenty-eight days written notice shall be given to all members. Such notice shall incorporate a copy of the proposed alteration.

40. No amendment shall be made to this Constitution which would cause the Society to cease to be a charity in law. No amendment shall take effect until approval in writing has been given by the Charity Commission for England and Wales or by such other

authority as shall have charitable jurisdiction.

DISSOLUTION

41. If at any Extraordinary General Meeting of the Society a resolution for the winding-up or dissolution of the Society shall be passed by not less than two-thirds of such members present as, being entitled to do so, vote in person then the Society shall be wound up and if after the satisfaction of all outstanding liabilities any assets remain they shall not be paid to or distributed amongst the members or Officers of the Society but shall be given or transferred to some other Society, Institution or Organisation having objects similar to the objects of the Society, and which is established for charitable purposes only.

NOTICES

42. Notices referred to in this Constitution shall be deemed to be served when posted to the last known address of the member.