

# **Rules of the Whitby Naturalists' Club**

## **1 The Club**

- 1.1 The name of the Club shall be "THE WHITBY NATURALISTS' CLUB".
- 1.2 Membership shall be open to all interested in Natural and Local History and Archaeology.

## **2 Aims and Activities**

These shall consist of:

- 2.1 Field meetings and visits to places of interest.
- 2.2 The exhibition of specimens.
- 2.3 Lectures and the reading of papers.
- 2.4 The recording of facts relating to Natural and Local History and Archaeology.
- 2.5 Environmental Conservation.
- 2.6 The maintenance of a library of books, maps, films and tapes pertinent to the activities of the Club.

## **3 Membership**

- 3.1 The membership of this Club shall consist of Ordinary Members, Junior Members and Honorary Members.
- 3.2 Application for Ordinary Membership or Junior Membership shall be proposed and seconded by Ordinary Members (forms are provided for this purpose).
- 3.3 Membership of the Club will only be confirmed on the payment of the first year's subscription. Persons joining the Club in November or December will pay the following year's subscription.
- 3.4 Honorary Members shall be elected at the Annual General Meeting (A.G.M.) on the recommendation of the Executive Committee.
- 3.5 Junior Members shall be over 8 and under 16 on 1st January. Their membership is free, but they shall not be eligible to serve on any Committee nor vote at General Meetings. They should be accompanied by an adult Member who will accept responsibility for them.
- 3.6 The Executive Committee shall have the right to recommend to an A.G.M. the termination of any membership.
- 3.7 The membership list is held on computer and is for the use of the Club's Executive Officers. It will consist of names, home addresses, telephone numbers and e-mail addresses. Any member has the option to request that his / her entry is deleted from the computer record. At no time will the computer record or any membership list printout be made available to any other organization or business.

## **4 Subscriptions**

- 4.1 The annual subscriptions, due on the 1st of January, shall be determined by the Committee from time to time by a General Meeting and the amount clearly indicated on the current programme.
- 4.2 Members being in arrears for one year shall be deemed to have resigned.

## **5 Officers of the Club**

- 5.1 The Club shall have a President, appointed by the A.G.M. on the recommendation of the Committee.
- 5.2 The Executive Officers of the Club shall be the Chairman, Vice Chairman, Secretary, Committee Secretary, Treasurer and such officers as from time to time be agreed by the Committee.
- 5.3 The Executive Officers shall be elected annually for the ensuing year at the A.G.M.

## **6 Financial Year**

- 6.1 The financial year shall end on 31st December each year.

## **7 Committees**

- 7.1 Executive Committee
  - 7.1.1 The Executive Committee shall consist of the Officers of the Club, elected annually under rule 9 and nine members who shall be selected to serve for a period of three years.
  - 7.1.2 Three of these members shall retire each year.
  - 7.1.3 Only paid up members shall be eligible for the Committee.
  - 7.1.4 Five shall form a quorum.

- 7.1.5 If any vacancy shall occur amongst the Club's officials or Committee members, the Executive Committee shall have the power to fill the vacancy from the eligible members of the Club, the appointment to last until the next A.G.M.
- 7.1.6 Recorders shall be entitled to attend all Committee meetings.
- 7.2 Sections
  - 7.2.1 The Executive Committee may recommend to the A.G.M. the formation of special sections.
- 7.3 Sub-Committees
  - 7.3.1 The Executive Committee shall have the power to form any Sub-Committee that they deem necessary.
  - 7.3.2 Each Sub-Committee shall appoint a Chairman with the power to co-opt.
  - 7.3.3 The Chairman of the Sub-Committee shall report to the Executive Committee on the work of their respective Sub-Committees when requested to do so.

## 8 **Recorders**

- 8.1 Such Recorders as may be deemed necessary by the Committee, shall be appointed by the Committee and these appointments shall be confirmed at the next A.G.M.
- 8.2 The Club's Recorders shall keep written records of their work.

## 9 **Meetings**

- 9.1 The Annual General Meeting
  - 9.1.1 The Annual General Meeting of the Club will be held in February of each year.
  - 9.1.2 Nominations for Officers and Committee Members must be made in writing, duly proposed and seconded and agreed by the nominees and shall be submitted to the Secretary in advance of the meeting: when necessary, an election will be by ballot.
  - 9.1.3 Reports shall be submitted by the Secretary, the Treasurer and the Recorders.
- 9.2 Special General Meetings
  - 9.2.1 A Special General Meeting of the Club may be called at anytime by a request to the Secretary from at least five members, such request to state specifically for what purpose the meeting is to be called. No other matter may be discussed. Such requests must be given in writing to the Secretary, who, through the Committee, will arrange for a meeting to be held not sooner than three weeks, nor later than five weeks following receipt of the request.
- 9.3 Conduct of Annual General Meetings
  - 9.3.1 The quorum for a General Meeting shall be ten members.
  - 9.3.2 The Chairman's decision shall be final on all points of order.

## 10 **Members' Privileges**

- 10.1 Members may bring guests on field excursions and to indoor meetings.
- 10.2 Dogs are not allowed to accompany members on the Club's excursions.

## 11 **Library**

- 11.1 The library shall be sectioned as a section of the Club.
- 11.2 The Club's library shall be housed at the Museum.
- 11.3 Members may borrow books during the ordinary hours of opening on the terms currently in force.

No alteration of these rules shall be made, without the approval of the majority of members attending the A.G.M. at which the changes are proposed.

Revised 5 February 2017