

Lincolnshire Family History Society

Registered Charity No. 1000724

CONSTITUTION¹

July 2023

1. **THE NAME** of the Society shall be LINCOLNSHIRE FAMILY HISTORY SOCIETY

2. **OBJECTIVES** The objectives of the Society should be:

- A. To promote and encourage the public study of British Family History, Genealogy, Heraldry and allied subjects with particular reference to the ancient county of Lincolnshire.
- B. To promote the preservation, security and accessibility of archival material. In furtherance of the above objectives but not further or otherwise, the Society shall have the following powers:
 - i. To hold lectures 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 the Society members and members of the general public.
 - iii. To preserve and transcribe or publish original source materials including documents and monumental inscriptions.
 - iv. To pursue collaborative actions with similar societies and with established supportive bodies such as churches, libraries, record offices and educational institutions.
 - v. To support the activities of the Federation of Family History Societies in its pursuit of these and similar objectives.

3. **AFFILIATION**

This Society shall be affiliated to the Federation of Family History Societies. It may also be affiliated to other charitable organisations whose objectives are deemed compatible and mutually supportive.

4. **MEMBERSHIP**

- A. Membership in the Society shall be open to all persons showing genuine interest in the support of the Society's objectives. Applications for membership will be on the prescribed form.
- B. Classes of Membership: these shall be as determined by the Executive Committee of the Society and may include such categories as: (1) Full member, (2) Family members at one address, (3) Overseas member, (4) Honorary member, (to be conferred and agreed by the Committee).
- C. Subscriptions shall be payable at the time and at the rate determined by the Executive Committee.

¹ From Charity Commission Website: CONSTITUTION ADOPTED 6TH JANUARY 1990 AS AMENDED 11 JUNE 1994 AS AMENDED 12TH JUNE 1999 AS AMENDED 15 MAY 2004. **AS AMENDED ON 01 JUL 2023**

- D. The Executive Committee may suspend from membership any member whose activities, in their opinion, are determined to be prejudicial to the Society. Such members will have the right of appeal at the next subsequent AGM.

E. THE PRESIDENT

- i. The Executive Committee can nominate a President to hold office for 5 years commencing at the conclusion of business at the Annual General Meeting at which he or she is elected.
- ii. The position of President shall be Honorary, and the holder shall not be a member of the Executive Committee.

5. ADMINISTRATION

- A. The Society shall be administered by an Executive Committee consisting of not more than 15 members. The Honorary Officers of this Committee shall be the Chairman, Vice-Chairman, Secretary, Treasurer, and Editor of the Society. A quorum will consist of 5 members.
- B. The Officers and Committee members shall be elected annually by the membership and their term of office shall commence with the declaration of election results at the Annual General Meeting. Nominations may be submitted in writing beforehand or may be made from the floor of the Annual General Meeting.
- C. The Executive Committee may in addition appoint not more than 2 co-opted members but so that no one may be appointed as a co-opted member if, as a result, more than one third of the members of the Executive Committee will be co-opted members.
- D. The electorate shall consist of all fully paid up members of the Society. Voting will be conducted at the Annual General Meeting. One vote each up to a maximum of two members residing at the same address.

E. Honorary Officers

- i. Honorary Officer shall be elected to serve for up to three years commencing at the conclusion of business at the Annual General Meeting at which they are elected. They shall be eligible to stand for re-election for a further period of three years. No Honorary Officer shall serve for a continuous period of more than six years. However, if no nominations are received for the post to be vacated, the Officer may be re-elected for a further year. An Honorary Officer may be elected to another post without a gap in service.
- ii. Committee Members shall be elected to serve for up to three years commencing at the conclusion of business at the Annual General Meeting at which they are elected. No Committee Member shall serve for a continuous period of more than three years. After the lapse of one year a former Committee Member is eligible for re-election. If insufficient members are nominated to serve on the executive Committee, former Committee members may be re-nominated without a gap in service.

- F. A computer may be used to store names and addresses of members for mailing purposes.
- G. The Executive Committee shall determine the number of branches or groups of the Society and their location. Each branch or group shall have the power to elect branch officers for the purpose of conducting the affairs of the said branch or group, but branch officers must act in accordance with directives from the Executive Committee.

6. MEETINGS

- A. An Annual General Meeting shall be held during the month of June when the Officers shall present their reports. Notice in writing of this meeting shall be given at least 28 days prior to the event.
- B. An Extraordinary General Meeting may be convened at the request of the Executive Committee or at the request of 25 members with prior written notice furnished to the membership at least 28 days before the meeting. A quorum at such meeting shall consist of not less than 5% of the membership (or 50 members) whichever is the lesser. Decisions at the meeting shall be by simple majority.

7. CONSTITUTION

Except for matters dealing with the annual rate of subscription the decisions may be amended by a simple majority of the full paid up membership present and voting at a General Meeting. Notification of such meeting shall be given to all full paid up members. The Constitution shall be amended only if two thirds of those attending and voting, vote for such amendment. The rules governing annual subscription rates may be amended at a General Meeting in the same way as the other rules save that the vote of one half of those attending and voting shall be sufficient for such alteration. The Chairman of the Meeting shall in this instance have a casting or a second vote. Voting shall be by show of hands. No alteration or amendment shall be made to the Constitution which would cause the Society to cease to be a Charity at law.

8. FINANCE

- A. The income and property of the Society, whence so-ever derived, shall be applied solely towards the promotion and execution of the objectives of the Society as defined at paragraph (2) above, and no portion thereof shall be paid or transferred directly or indirectly in any manner by way of profit to any of the Committee or Society; providing nothing herein shall prevent the payment in good faith of reasonable and proper repayment of out of pocket expenses incurred on behalf of the Society.
- B. The Committee or the Treasurer on its behalf shall cause proper books of account to be kept with respect to all sums of money received and expended by the Society and the matters in respect of which such receipts and expenditures take place.
- C. Once at least in every year, the Society accounts shall be audited by one or more qualified auditors or an Independent Examiner. The results of this audit shall be presented to the members of the Society.

9. DISSOLUTION

The Society may be dissolved by a resolution passed by not less than two thirds of those members present with voting rights at either an Annual or Extraordinary General Meeting called for the purpose and for which twenty-eight days prior notice has been given in writing. Such a resolution may give instructions 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 objectives similar to those of the Society.

June 2023