

# WILTSHIRE RECORD SOCIETY RULES

*With amendments to be proposed at the Annual General Meeting on 7 June 2008. The proposed amendments are underlined and explained in notes.*

## I NAME

The Society shall be called the Wiltshire Record Society

## II OBJECTS

The objects of the Society shall be to advance the knowledge of history by publishing transcripts, abstracts, indexes, lists and guides of and to the manuscript and any other documentary sources for the history of Wiltshire and by stimulating interest in and protecting those sources.

## III MEMBERSHIP AND PRIVILEGES

(i) The annual subscription shall be fifteen pounds sterling or such other sum as the Committee shall hereafter determine payable in advance on the first day of January in each year.

[NOTE. The subscription has been increased in line with inflation several times since the rules were last revised.]

(ii) The name of any member whose subscription for two years is in arrears shall be liable to be removed from the books of the Society.

(iii) Every member shall be entitled to receive one copy of every annual publication issued by the Society and may obtain additional copies at a cost for each copy equivalent to the sum levied as an annual subscription at the time of purchase.

(iv) Copies of publications may be sold to non-members at prices to be fixed by the Committee.

[NOTE. The proposed change substitutes 'may' for 'shall'.]

(v) The Committee may dispose of any surplus volumes as and how it considers appropriate.

[NOTE. A proposed new rule to authorise retrospectively an action by the Committee.]

## IV EXECUTIVE AND PUBLICATIONS

(i) The management of the Society shall be vested in a Committee which shall be elected at the Annual General Meeting. The Committee shall consist of the officers and six ordinary members of the Society, with those appointed under paragraph (ii) of this rule.

[NOTE. It is proposed to increase the number of ordinary members from four to six and to omit paragraph (ii) which provides for the Wiltshire Archaeological and Natural History Society to be invited to nominate two members of the Committee, since the invitation has not been exercised recently, the numbers of the successive paragraphs under Rule IV being therefore reduced by one and the reference in paragraph (i) to paragraph (iii) becoming a reference to (ii).]

(ii) The Committee shall have power to co-opt additional members, to appoint in an honorary capacity deputies or associates to the officers, and to form sub-committees.

(iii) The six ordinary members shall each be elected for a period of three years and shall be eligible for re-election.

[NOTE. The proposed change follows from the proposed change in paragraph (i) and allows a retiring member to be re-elected. In the past retiring members have frequently been co-opted to the Committee.]

(iv) The Committee shall meet at least once a year and at

such other time or times as shall be deemed necessary by not less than three of its members.

(v) Three members of the Committee shall form a quorum.

(vi) The Committee shall approve the choice of material to be published, the method of publishing it, and the editors and transcribers thereof.

(vii) The power (a) to sign cheques on behalf of the Society and (b) to invest the Society's funds in any savings bank or security that may be approved by the Committee and to withdraw them therefrom, shall be vested in three members nominated by the Committee and any transaction must be authorised by any two of those members.

[NOTE. The proposed change, substituting three nominated members for the Honorary Secretary and Honorary Treasurer as account-holders, is to regularise what has long been the practice.]

## V CONTROL OF THE AFFAIRS OF THE SOCIETY BY MEMBERS

(i) An Annual General Meeting of the Society shall be held each year, at such time and at such place as the Committee shall determine, to receive and to consider annual reports of the officers, to elect the Committee for the following year, to appoint an Honorary Independent Examiner, and to transact other business if necessary.

[NOTE. The proposed change in wording, from 'the Annual Report of the Committee', is to regularise what has long been the practice. The proposed change in wording from 'Auditor' to 'Examiner' reflects the changed requirements of charity law.]

(ii) The officers of the Society shall consist of a President, an Honorary Secretary, an Honorary Editor, and an Honorary Treasurer. With the exception of the office of President those offices may be held in plurality.

(iii) The Honorary Secretary shall send to every member before the Annual General Meeting the agenda with an announcement of the time and place of the meeting and a copy of the annual reports and accounts of the past year.

[NOTE. The proposed change from 'report' to 'reports' reflects the proposed change to paragraph (i). The words 'of the Society' after 'The Honorary Secretary' are proposed to be omitted as redundant.]

(iv) The accounts of the Society shall be audited each year by an Honorary Independent Examiner appointed for the purpose at each Annual General Meeting.

[NOTE. Cf. the note to paragraph (i).]

(v) A special General Meeting shall be called by the Honorary Secretary on the written request of not less than ten members of the Society.

## VI DISSOLUTION OF THE SOCIETY

If upon the dissolution of the Society there should remain any property whatsoever, the same shall not be distributed among the members of the Society but shall be given to some other charitable organisation or organisations having similar objects.