

# Constitution

(Approved April 2005)

1. **NAME:** The Society shall be called The Hardy Orchid Society (HOS).
2. **OBJECT:** The Society's object is to encourage interest in, knowledge of, and conservation of Hardy Orchids.
3. **MEMBERSHIP:** Membership shall be open to all, but may be refused or withdrawn at the discretion of the Committee. Anyone whose membership is so withdrawn shall have the right of appeal to the Society at a General Meeting.
4. **SUBSCRIPTIONS:** Subscription rates shall be determined at a General Meeting and become due on 1st May each year. Any member whose subscription remains unpaid at 31st December shall immediately cease to be a member of the Society.
5. **ENROLMENT FEE:** New members joining the Society are required to pay an enrolment fee, which entitles them to an enrolment pack. For those paying by Standing Order, the enrolment fee may be waived. The amount of the fee shall be reviewed annually by the Committee.
6. **HONORARY LIFE MEMBERSHIP:** This may be awarded to current or past members for outstanding service either to the Society or to orchids in general. Nominations for Honorary Life Membership must be submitted to the Committee for consideration at least two months before a General Meeting. If approved, the nomination will be put to the Society at a General Meeting for election. A majority of two thirds of members present is required to approve such an award.
7. **FRIEND OF THE HOS:** The Committee may award this title to non-members who have been especially generous to the Society. A Friend will receive free membership of the Society, ending on 30th April following the third anniversary of the award.
8. **PRESIDENT:** The President may be elected at any General Meeting of the Society by a majority of those present. The President will be a non-voting member of the Committee. The President will be an Honorary Member for the term of his/her office. The indicative period of service is three years.
9. **VICE PRESIDENTS:** The title of Vice President shall be offered to all ex-presidents of the Society, and may also be offered to members who have given significant Committee service to the Society. Vice Presidents may be elected at any General Meeting of the Society by a majority of those present. The title may be held for life. Vice Presidents will be Life Members of the Society and, at the Chairman's discretion, may be invited to attend Committee Meetings as non-voting *ex officio* members.

10. **OFFICERS:** The Officers shall comprise the Chairman, Vice-Chairman, Secretary, Membership Secretary and Treasurer. Officers shall be elected annually at a General Meeting. An Officer will not normally hold the same office for more than three consecutive years, except in exceptional circumstances.
11. **COMMITTEE:** The Committee shall comprise the Officers and a maximum of 10 Ordinary Members, all of whom must be elected annually. Members will not normally serve on the Committee for more than six consecutive years, other than in exceptional circumstances. A member is eligible for re-election to the Committee after one year's retirement. Should an Office become vacant during the year, the Committee may appoint a stand-in until the next Annual General Meeting. Time served in this situation will not count as time in Office, or as time served on the Committee.
12. **COMMITTEE MEETINGS:** These may be convened at the request of any two Committee Members. A quorum shall consist of five Members.
13. **COMMITTEE DUTIES:** In addition to the powers specifically conferred on the Committee by these rules, the Committee shall be responsible for control of the Society's finances and all administration necessary to carry out the objects of the Society. The Committee may appoint members to specific posts (e.g. Meeting Secretary, Show Secretary, Journal Editor, Journal Distributor, Publicity Officer, Conservation Officer, Website Officer) and define the corresponding duties. The Committee shall have the power to co-opt additional, non-voting members.
14. **AGM:** This shall be held on any day in the period March to June within 15 months of the previous AGM as decided by the Committee. The meeting shall transact the following business:
  - Receive the Chairman's Report of the Society's activities during the year.
  - Receive and, if approved, adopt a statement of the Society's accounts for the preceding financial year, ending on the last day of February.
  - Determine the membership subscription rates and enrolment fee for the year commencing 1st May (Rules 4 and 5).
  - Elect the Officers and Ordinary Members of the Committee (see Rules 10 and 11). All nominations must be received by the Hon. Secretary at least fourteen days prior to the Annual General Meeting. If insufficient nominations are received, nominations may be accepted from the floor. All nominations must be proposed and seconded, and have the nominee's agreement.
  - Appoint an Auditor, who may not be an Officer or Committee Member of the Society.
  - Consider and, if approved, sanction alterations to these Rules, provided that the notice convening the meeting specifies such proposed alterations (see Rule 16).

- Subject to these Rules, to consider any other business concerning the Society.
15. NOTICE OF A GENERAL MEETING: This shall be sent to all members not less than twenty eight days before the meeting date, either as an announcement in the Journal of the HOS, or by the Hon. Secretary. An Extraordinary General Meeting may be convened at the written request of not less than five members. It shall take place within a maximum of two calendar months of the request being received by the Hon. Secretary. The notice convening the EGM shall specify the agenda for the requested meeting.
  16. ALTERATIONS TO THE RULES: Rule changes must be formulated and proposed by the Committee. Proposed alterations may not take effect until confirmed by a majority of those present at a General Meeting. Members of the Society have the right at such a meeting to propose amendments, which must then be referred to the Committee for consideration.
  17. DISPOSAL OF ASSETS: In the event of the dissolution of the Society, all assets remaining after meeting the Society's liabilities shall be passed to the Royal Horticultural Society for the express purpose of furthering interest in orchids.