

THE
ASTRONOMICAL SOCIETY
OF
SOUTH AFRICA.

CONSTITUTION
AND
BYE-LAWS.

CAPETOWN:

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1922.

THE ASTRONOMICAL SOCIETY OF SOUTH AFRICA.

CONSTITUTION.

ARTICLE I. NAME.

The Cape Astronomical Association and the Johannesburg Astronomical Association, being resolved to unite in one body, do hereby so unite under the name of the Astronomical Society of South Africa.

ARTICLE II. CENTRES.

The said Astronomical Society of South Africa shall be established on the first day of July, 1922, and this Constitution shall have force and take effect from that date. The aforesaid Associations shall thereupon cease to exist as such and shall then become and shall henceforth be known as the Cape Centre and the Johannesburg Centre respectively of the Astronomical Society of South Africa.

Provided that the governing bodies and the officers of the two Associations shall during the quarter ending the thirtieth day of June, 1922, act as if this Constitution were already in force and as if they were elected to be the governing bodies and officers of the Cape and Johannesburg Centres of the Society and shall thereafter continue to act in those capacities until their successors under this Constitution are elected.

ARTICLE III. OBJECTS.

The objects of the Society are:—

1. The encouragement and stimulation of the study of Astronomy throughout South Africa.
2. The association of observers and their organization in the work of astronomical observation and research.

3. The dissemination throughout South Africa of such current astronomical information as may be helpful to observers.

4. The publication from time to time of the results of the work accomplished by the Society.

ARTICLE IV. HEADQUARTERS.

The Headquarters of the Society shall be located in Cape Town.

ARTICLE V. MEMBERS.

The Society shall consist of all Members and Associates of the Cape Astronomical Association and the Johannesburg Astronomical Association who are in good standing at the time of the adoption of this Constitution, and of all who shall join the Society as hereinafter provided.

ARTICLE VI. OFFICERS AND COUNCIL.

The Society shall be governed by a Council consisting of a President, three Vice-Presidents, a Secretary, a Treasurer and six other members. Seven shall form a quorum.

Provided that from the time of the adoption of this Constitution until the election of the first Council is completed the governing body of the Cape Astronomical Association shall act and have power as if it were the Council of the Society and as if the Constitution had come into force, and its officers shall act as if they were officers of the Society.

ARTICLE VII. MANAGEMENT.

(i) Except as hereinafter provided the Council shall have sole management, control and disposition of the affairs, property and funds of the Society and shall have power to frame Bye-laws, and to amend or repeal them at any time: such Bye-laws, amendments or repeals to be subject to confirmation by the Annual Meeting, but to have full force and effect pending such confirmation.

(ii) The Council shall have power to appoint Directors of Observing Sections, a Librarian and an Editor; and to fill any vacancy that may occur in any of the offices of the Society or in its own body.

(iii) The Council shall meet at Headquarters. Any member of Council domiciled more than fifty miles from Headquarters may, by notification in writing to the Secretary of the Society, appoint an elected member of the Society to be his alternate for the period of his office. In the event of his being able himself to attend any meeting of the Council his alternate may also attend, but shall not have a vote.

(iv) The Council shall meet at least once every three months on the call of the President or of three other members of Council; and members of Council and alternates shall receive fourteen days clear notice of every meeting.

ARTICLE VIII. BRANCHES.

The Council shall have power to form a branch of the Society in any suitable locality.

ARTICLE IX. CONTRIBUTIONS TO HEADQUARTERS.

(i) Each centre and branch shall send quarterly to the Treasurer of the Society fifty per cent. of all annual subscriptions collected.

(ii) The monies so contributed shall be under the control of the Council and shall be used primarily for the purpose of publishing a Journal, which shall contain, *inter alia*, the Annual Reports of the Society and of its centres and branches, or such summaries thereof as may be approved by the Council.

ARTICLE X. LOCAL MANAGEMENT.

Subject to the provisions of Article IX (i) each centre or branch of the Society shall have full control of its own finances. It shall have power to elect a Chairman and other officers and a Committee to conduct its local affairs, and to frame Rules and Bye-laws, which shall include provision for the election and resignation of members and associates, provided that such Rules and Bye-laws do not conflict with this Constitution, and are approved by the Council.

ARTICLE XI. LOCAL PROPERTY.

All astronomical instruments, lanterns, slides, books and other property which are in the possession of, or shall be

acquired by, either centre or any branch, shall remain the property of such centre or branch, and shall not be transferred, donated, sold or otherwise disposed of without the consent of two-thirds of the members of the centre or branch in possession of such property.

ARTICLE XII. MEETING PLACES.

Annual Meetings of the Society shall be held at Headquarters; but the Council shall have power to call other meetings of the Society to be held at Headquarters or elsewhere as may be expedient. Ten members shall form a quorum.

ARTICLE XIII. ANNUAL MEETING.

The Annual Meeting of the Society shall be held on the fourth Wednesday in July to receive the Report of the Council, the Treasurer's audited financial statement to the previous thirtieth day of June, and the reports of Observing Sections; to elect the officers specified in Article VI and other members of Council and an Auditor, and to transact any other legitimate business.

ARTICLE XIV. VOTING RIGHTS.

The Committee of each centre and branch shall, on or before the 31st day of May, post to the Secretary of the Society a complete list of all members who have paid their due subscriptions. Only such members shall have the right to vote at the Annual Meeting or for the purposes of Articles XV. and XXII.

ARTICLE XV. ELECTION OF COUNCIL.

(i) The election of officers and other members of Council shall be by ballot.

Provided always that each centre or branch shall be entitled to representation on the Council proportionate to the number of its members who are entitled to vote in the election.

(ii) Nominations must be signed by two members of the Society and received by the Secretary of the Society one calendar month before the Annual Meeting.

(iii) A ballot paper, containing the full list of nominations, shall be posted to each member fourteen days prior to the Annual Meeting.

(iv) To be valid, a ballot paper

- (a) must be received back by the Secretary before the time of the closing of the poll at the Annual Meeting;
- (b) must show clearly (in the manner indicated on the ballot paper) the names of the candidates whom the member voting desires to be elected;
- (c) must not give votes to more candidates than there are persons to be elected; and
- (d) must bear the signature of the member voting.

(v) The Chairman of the meeting shall appoint two scrutineers, neither of whom shall have been nominated for election.

(vi) A majority vote of members present at the meeting shall decide a tie.

(vii) After the Chairman has declared the result of the poll the ballot papers shall be sealed by him, and shall be kept by the Secretary for one calendar month, after which, if no protest in writing has been received by the Secretary, they shall be destroyed.

(viii) In the event of a protest being received, the Committee of each of the two Centres shall appoint a member of the Society, not being one of those nominated for election, which two members with another member chosen by themselves shall form a Committee for the purpose of examining the ballot papers. The majority report of this Committee shall be final as to the validity of the election.

ARTICLE XVI. CHAIRMAN'S VOTE.

At all meetings of the Society or Council the Chairman shall have a casting as well as a deliberative vote.

ARTICLE XVII. SUBSCRIPTIONS.

(i) Subscriptions to the Society shall be as follows:—

- (a) Members, one guinea per annum.
- (b) Associates, half-a-guinea per annum; provided that associates residing within twenty-five miles of the domicile of any centre or branch who are students or who are under twenty years of age shall pay a subscription of five shillings per annum.

(c) Members and associates residing more than twenty-five miles from the domicile of any centre or branch shall pay half the ordinary subscriptions.

(ii) All subscriptions are payable in advance to the Treasurer of the centre or branch to which the member or associate belongs, and shall become due on the first day of July in each year, but a member or associate joining the Society after the first day of January shall be liable to pay only half the subscription ordinarily due in the previous July.

(iii) Any person being two years in arrear in payment of his subscription, and failing to pay the arrears within a month of being notified of the fact by the Council, shall cease to be a member or associate of the Society.

ARTICLE XVIII. ELECTION OF MEMBERS AND ASSOCIATES.

(i) Each centre or branch shall have power to elect members or associates to the Society.

(a) A candidate for election must sign a declaration to abide by the provisions of the Constitution.

(b) A candidate for election to membership must be proposed by two members of the Society.

(c) A candidate for election as an associate must be proposed and seconded by either members or associates.

(ii) Every candidate elected shall pay his subscription within sixty days of the date of his election, otherwise his election shall be void.

ARTICLE XIX. HONORARY MEMBERS.

The Council shall have power to elect as an honorary member of the Society any person not being domiciled in South Africa who has rendered special service to Astronomy. The number of such honorary members shall not exceed ten at any one time. An honorary member shall be exempt from paying the annual subscription, but shall have no vote, and shall not be eligible for election to any of the offices of the Society or to membership of the Council.

ARTICLE XX. ASSOCIATES.

Associates shall not have the right to vote in any of the proceedings of the Society, except in the election of associates and otherwise as may be provided in the Rules of the centres or branches. They shall not be eligible for election to any of the offices of the Society or to membership of the Council.

ARTICLE XXI. SUSPENSION OR EXCLUSION.

With the approval of the Council the Committee of any centre or branch may suspend or exclude any member or associate either for infringement of this Constitution or of any Rules or Bye-laws made thereunder, or for misconduct reported in writing to the Committee. Provided that any person so suspended or excluded shall have the right of appeal to a meeting of the Society at any time within three months after such action by the Council. The decision of the meeting shall be final.

ARTICLE XXII. AMENDMENT OF CONSTITUTION.

(i) The Constitution of the Society shall be amended only at the Annual Meeting. Each proposed amendment shall require the signature of at least five members, and must be forwarded to reach the Secretary of the Society not later than the 31st day of May. Any such proposed amendment shall be posted with the ballot papers for the election of the Council to every member who has the right to vote in such election. To be adopted, an amendment must have received at least two-thirds of the votes cast; voting to be governed by the general provisions of Articles XIV. and XV.

Provided that, if in the opinion of the Council any proposed amendment would vitally affect the welfare of the Society or any fundamental principle of this Constitution, the Council shall intimate the fact to members by causing such amendment to be starred when it is submitted for voting, and that any amendment so marked shall be required to pass at two successive Annual Meetings before it is adopted.

(ii) An amendment shall take effect from the date of the Annual Meeting at which it is adopted, unless otherwise provided in the amendment.

ARTICLE XXIII. INTERPRETATION.

In every provision of this Constitution and of any Rules

or Bye-laws made thereunder, unless the contrary intention appears,

- (a) words importing the masculine gender shall include females : and
- (b) words in the singular number shall include the plural, and words in the plural number shall include the singular.

ARTICLE XXIV.

On a question of interpretation of the provisions of this Constitution or of any Rules or Bye-laws made thereunder the decision of the Council shall be final.

THE ASTRONOMICAL SOCIETY OF SOUTH AFRICA.

BYE-LAWS.

1

A member or associate of the Society may be transferred to either centre or any branch, and shall not merely by reason of change of residence be called upon to pay more than one subscription in any one period of twelve months reckoned from the first day of July.

2

The Committee of each centre shall keep a register in which shall be recorded the names of all those who at that centre became members and associates of the Society at the adoption of the Constitution, and of every member and associate duly elected at, or transferred to, that centre; their addresses; the manner in which and (if elected or transferred) the date when they became members or associates, or their transfer took place; the date when each year's subscription is paid; and in the event of a member or associate severing his connection with the centre, the manner and date of his doing so.

Branch Committees shall keep similar records respecting their members and associates.

Centre and Branch Committees shall send to the Secretary of the Society quarterly a return of all information so recorded which has not been previously sent. They shall also, on the application of any member or associate leaving for another part of the country, furnish any centre or branch Committee designated by him with a certified copy of his record, whereupon his transfer to that centre or branch shall be duly recorded by both Committees.

3

In the event of any person being two years in arrear in payment of his subscription, the Committee of the centre or branch to which he belongs shall forthwith notify the fact to the Secretary of the Society, at the same time furnishing the full name and address of the person in arrear, and any other necessary information, and shall thereafter take such further action as the Council may direct.

— 4 —

The President shall be Chairman at any meeting of the Society or of the Council, if he is present. Otherwise, one of the Vice-Presidents, or if no Vice-President is present one of the other members of the Council shall be Chairman, in order of priority to be determined by the Council.

— 5 —

It shall be the duty of the Treasurer to receive all monies paid to the Society, to keep all books pertaining to his office, to prepare the annual financial statement, and to have it duly audited. He shall make no payment on behalf of the Society unless such payment is first authorized by the Council. He shall, on receipt, deposit to the credit of the Society, in some bank approved by the Council, all and any monies which come into his possession as Treasurer. He shall pay only by cheque, signed by himself and the President. He shall present to each quarterly meeting of the Council a certified statement of the financial position of the Society to date.

— 6 —

It shall be the duty of the Secretary to keep exact minutes of the proceedings of the Society and of the Council, to conduct the official correspondence of the Society, and to report such to the Council at each meeting, and to issue notices calling meetings of the Society or of the Council as required. He shall also keep a list of the names and addresses of all members and associates of the Society.

— 7 —

It shall be the duty of the Editor, with whom the Council may associate a Committee of its own members, to prepare for and see through the Press all publications of the Society, to prepare and submit in writing estimates of the cost of such publications, and to obtain tenders for work to be done. He shall in no wise incur any liability for printing or engraving, or the like, unless and until he has been authorized by the Council to do so.

— 8 —

The Librarian shall have entire charge of and be responsible for the safe keeping and proper condition of the books and publications, maps, charts, photographs, and all other property whatsoever of the Society. He shall keep an accurate list

of such property, and report all additions thereto received by him. He shall also take charge of the exchange list of the Society, and shall oversee the distribution of the Society's publications. He shall see that such regulations governing the issue and return of books as may be approved by the Council are complied with, and it shall be his duty to report to the Council any serious infringement of such regulations, which shall be regarded as an infringement of this Bye-law. Under no circumstances shall any other property of the Society be lent by him unless the person to whom the loan is to be made has signed a statement including a list of such property and an agreement to make good on demand any loss or injury which may be sustained as a consequence of such loan.

— 9 —

The Council may authorize a charge to be made for any of its publications, provided that every member shall receive one copy of the Journal free, and shall be entitled on application to the Secretary to a free issue of one copy of each of the other publications of the Society.

— 10 —

When a member discovers an object which he supposes to be a comet, he shall at once advise the Director of the Comet Section, giving approximate position. The Director shall thereupon take steps to verify the discovery, and circulate the information to the world's observatories. The Director undertakes to present the member's claim to the discovery in the proper quarter. It would be well, if possible, in addition, for the member to get into touch with the Royal or Union Observatory, or with the Director by wire or 'phone, so that no opportunity may be missed of securing the three necessary observations for the computing of the orbit of the comet.

This Bye-law shall also apply to the discovery of a Nova or other unexpected object.

Astronomical Society of South Africa.

(CAPE CENTRE.)

RULES.

HEADQUARTERS.

I. The Headquarters of the Astronomical Society of South Africa (Cape Centre) shall be in Cape Town.

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ADMINISTRATION.

II. The Centre shall be governed by a Committee consisting of a Chairman, a Vice-Chairman, an Hon. Secretary, an Hon. Treasurer, and five members or associates, provided that at no time shall more than three associates be office-bearers or members of the Committee.

III. The Committee shall be elected annually at the Annual General Meeting of the Centre, and shall have sole management, control and disposition of the affairs, property and funds of the Centre, subject to the provisions of Articles IX. and XI. of the Society's Constitution, and shall have power to fill for the unexpired portion of its term of office any vacancy which may occur in its membership. If a member or associate residing more than fifty miles from Headquarters be elected to the Committee, he shall have power to nominate an alternate in the same manner as is provided in the Constitution for members of the Council.

IV. The Committee shall meet at least once a quarter to transact the business of the Centre. Five members of the Committee shall form a quorum. Any member of the Committee absenting himself without leave of the Committee from three successive meetings thereof shall forfeit his seat.

MEETINGS.

V. The Annual General Meeting of the Centre shall be held ordinarily on the second Wednesday in July in each year to receive the Annual Report of the Committee, the Treasurer's audited report to the previous 30th June, to elect the Committee and an Auditor for the ensuing year, and to transact any other legitimate business.

VI. Special General Meetings may be convened at any time by order of the Committee. Special General Meetings shall be convened on receipt of a requisition signed by not less than five members or associates belonging to the Centre.

VII. Notice of a Special General Meeting shall be issued to members and associates not less than ten days prior to the holding of such Meeting, and the notice shall indicate the business to be transacted thereat.

VIII. Ordinary Meetings shall be held from time to time as the Committee may direct.

IX. At any Meeting ten members or twelve members and associates shall form a quorum.

VOTING RIGHTS.

X. Only members shall have the right to vote on proposals to alter these Rules. Members and associates shall have equal voting rights on all other matters subject always to the provisions of the Society's Constitution and Bye-laws. At all meetings of the Centre and of the Committee the Chairman of the meeting shall have a casting as well as a deliberative vote.

ELECTION AND RESIGNATION.

XI. The names and addresses of candidates for election as members or associates together with the candidate's promise to abide by the Society's Constitution shall be handed to the Secretary for consideration by the Committee. If the Committee approve of the nomination the candidate shall be recommended to the next meeting for election.

Any member or associate wishing to resign from the Society shall give notice in writing to the Secretary of the Centre and shall pay all fees and subscriptions due, after which the resignation shall take effect.

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Any member or associate wishing to resign from the Society shall give notice in writing to the Secretary of the Centre and shall pay all fees and subscriptions due, after which the resignation shall take effect.

8. The lantern slides belonging to the Centre shall be under the care of the Hon. Librarian, who shall loan them to members and associates free, provided no charge is made for admission to the lecture for which they are required.

9. When slides are loaned for a lecture for which there is an admission charge, members and associates shall pay a fee of 1d. per slide.

10. Slides may be loaned to persons who are not members or associates of the Centre at the discretion of the Hon. Librarian; such person shall pay a fee of 2d. per slide.

11. All borrowers shall pay 2s. to replace each slide that may be damaged while in their possession.

12. All borrowers shall pay all charges incurred in conveying the slides from and returning to the Centre's Headquarters.

13. Slides must be returned to the Hon. Librarian within 24 hours of the time of exhibition, provided they can be delivered by hand. Should it be necessary to send by rail or post, slides must be dispatched on the day following lecture and notice of dispatch posted to the Hon. Librarian at same time.

14. Should the slides be required for a second lecture, borrower must receive the sanction of the Hon. Librarian to retain them before the time at which they are due to be returned.

15. The Committee shall appoint a sub-committee of three, who shall, with the Hon. Librarian, have authority to make special slides from time to time to add to the Centre's collection.