

THE
ASTRONOMICAL SOCIETY
OF
SOUTH AFRICA.

CONSTITUTION
AND
BYE-LAWS.

CAPE TOWN
1934.

The Astronomical Society of South Africa.

CONSTITUTION.

INTRODUCTION

ARTICLE I. NAME.

The Society shall be called "The Astronomical Society of South Africa."

ARTICLE II. HEADQUARTERS.

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

ARTICLE III. OBJECTS.

The objects of the Society shall be:—

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 and others interested in Astronomy.
4. The publication from time to time of the results of the work accomplished by the Society.

ARTICLE IV. MEMBERS AND ASSOCIATES.

The Society shall consist of Members, Members Emeriti, Associates and Honorary Members, to be elected in accordance with the provisions of this constitution. Members, Members Emeriti and Associates shall adhere to the Society through Centres.

ARTICLE V. 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 of Council. The Council shall be elected annually at the Annual General Meeting in accordance with the provisions of Article XVIII. At all meetings of the Council, seven shall form a quorum.

ARTICLE VI. MANAGEMENT.

Except as hereinafter provided the Council shall have sole

... in any of the offices of the Society or in its own body, until the next Annual General Meeting.

The Council shall meet at Headquarters. Any member of Council domiciled more than fifty miles from Headquarters, and any other member who has obtained the permission of the Council, may, by notification in writing to the Secretary of the Society, appoint an elected member or member emeritus 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 then have a vote.

The Council shall meet once every three months. Additional meetings of the Council may be held on the call of the President or of three other members of Council. Members of Council and alternates shall receive fourteen days' clear notice of every meeting.

The Council shall frame an Annual Report on the activities of the Society during its year of office and this shall be presented to the Annual General Meeting.

ARTICLE VII. CENTRES.

The Society shall conduct its local activities by means of Centres, which may be formed in any suitable locality to facilitate the organisation of meetings, the fulfilment of the objects of the Society and the administration of this Constitution.

A Centre of the Society may be established only at a General Meeting of the Society upon the recommendation of the Council. If such a Centre be formed by the entry of a previously existing organisation, the Society shall not incur any responsibility for the liabilities nor have any claim on the assets of such organisation at the date of its entry as a new Centre. All members of such organisation shall be deemed elected to membership of the Society.

ARTICLE VIII. LOCAL MANAGEMENT.

Subject to the provisions of Articles IX and XIII, each Centre of the Society shall have full control of its own finances and shall be solely responsible for its liabilities. It shall elect a Chairman, Secretary, Treasurer and other officers and a Committee to conduct its affairs, and shall have power to frame Rules and Bye-laws, provided that such Rules and Bye-laws do not conflict with this constitution, and are approved by the Council.

ARTICLE IX. LOCAL PROPERTY.

All astronomical instruments, lanterns, slides, books and other property which are in the possession of, or shall be acquired by, any Centre shall remain the property of such Centre, and shall not be transferred, donated, sold or otherwise disposed of without the consent of two-thirds of the members of the Centre in possession of such property.

ARTICLE X. ELECTION OF MEMBERS AND ASSOCIATES.

Each Centre shall have power to elect members and associates to the Society.

A candidate for election to membership must be proposed and seconded by members of the Society.

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

Every candidate before election shall be required to sign a declaration in the following terms:—

I, the undersigned, having been proposed as { a Member / an Associate } of the Astronomical Society of South Africa, do hereby declare that I will, if elected, abide by the provisions of the Constitution of the said Society.

Signature.....

As Witness, this.....day of.....19....

.....

After a candidate has been proposed and seconded at a meeting of one of the Centres, and the above declaration duly signed and witnessed, his proposal form, in the following terms:

We, the undersigned, propose M.....
whose address is.....
as { a Member } of the Society,.....Centre
 { an Associate }
Proposer

Secunder

duly signed by the proposer and seconder, shall be submitted to the Committee of that Centre. On the recommendation of the Committee he shall be eligible for election at the next following meeting of that Centre.

When the names of all candidates so recommended for election at a meeting of a Centre have been read at that meeting, together with the names of their respective proposers and seconders, such candidates shall be declared elected unless a member demands a ballot. When a ballot is demanded, each candidate shall be balloted for separately. Only candidates who obtain three-quarters of the votes cast shall be declared elected.

The election shall not be deemed complete until the first subscription is paid, until which date the candidate shall not be entitled to the privileges of membership.

ARTICLE XI. HONORARY MEMBERS, MEMBERS EMERITI AND PATRON.

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.

Upon the recommendation of the Council a General Meeting may elect as a member emeritus any member who has rendered distinguished and outstanding services to the Society. Such member emeritus shall be exempt from the payment of any subscription, but shall have all the rights and privileges of a member, notwithstanding anything to the contrary contained in the Constitution of the Society.

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The Council may, by unanimous vote in two consecutive Council meetings, invite any person to be a patron of the Society, provided that the Society shall not at any time have more than one patron.

ARTICLE XII. SUBSCRIPTIONS.

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 headquarters of any Centre who are students, or who are under twenty-one years of age, shall pay a subscription of five shillings per annum.
- (c) Members and associates residing more than twenty-five miles from the headquarters of any Centre shall pay half the ordinary subscriptions.

All subscriptions are payable in advance to the Treasurer of the Centre 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.

I Any person whom a Centre reports to the Council as being two years in arrear in payment of his subscription, and who fails 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 XIII. CONTRIBUTIONS TO HEADQUARTERS.

Each Centre shall send quarterly to the Treasurer of the Society one-half of all subscriptions collected since the last remittance.

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, or such summaries thereof as may be approved by the Council.

ARTICLE XIV. ANNUAL GENERAL MEETING.

The Annual General Meeting of the Society shall be held at Headquarters on the fourth Wednesday in July, or such other day in July as the Council may direct, 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 and other members of Council as required by Article V, and an Auditor; and to transact any other business.

ARTICLE XV. SPECIAL GENERAL MEETINGS.

A Special General Meeting of the Society shall be held on the call of the Council, or on the written request of twelve members in good standing. Such request must be received by the Secretary of the Society at least eight weeks before the date of such Special General Meeting and must state the purpose for which it is requested that the meeting be called. Special General Meetings shall be held at Headquarters or elsewhere as the Council shall determine.

ARTICLE XVI. GENERAL MEETINGS, NOTICE, QUORUM,
AND CHAIRMAN.

Notice of General Meetings shall be posted to each member at least twenty-one days prior to such meeting. Ten members shall form a quorum.

The President shall be Chairman at any meeting of the Society or of the Council at which he is present. In the absence of the President one of the Vice-Presidents shall take the chair. If the President and the Vice-Presidents are all absent, the meeting shall elect a Chairman.

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

ARTICLE XVII. VOTING.

Associates shall not have the right to vote in any of the proceedings of the Society, except in the election of associates at meetings of the Centres provided in Article X.

The Committee of each Centre shall, on or before the first day of June, post to the Secretary of the Society a complete list of all members who have paid their due subscriptions. Only members whose names are contained in these lists shall have the right to vote at the Annual General Meeting.

The Committee of each Centre shall be instructed to post to the Secretary of the Society, at least four weeks prior to the date fixed for a Special General Meeting, a complete list of all members who have paid their due subscriptions. Only members whose names are contained in these lists shall have the right to vote at that Special General Meeting.

ARTICLE XVIII. ELECTION OF COUNCIL AND AUDITOR.

The election of officers and members of Council shall be by ballot, provided always that each Centre shall be entitled to representation on the Council proportionate to the number of its members who are entitled to vote in the election, and that only members and members emeriti shall be eligible for nomination.

Nominations other than nominations by the Council must be signed by two members of the Society and received by the Secretary of the Society one calendar month before the Annual General Meeting.

A ballot paper, containing the full list of nominations, shall be posted to each member entitled to vote at least fourteen days prior to the Annual General Meeting.

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 General 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.

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

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

After the Chairman has declared the results 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.

In the event of a protest being received, the Committee of each Centre shall appoint a member of the Society, not being one of those nominated for election, and these 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 XIX. RESIGNATION.

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

ARTICLE XX. SUSPENSION AND EXCLUSION.

With the approval of the Council, the Committee of any Centre 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 the next meeting of the Society. The decision of the meeting shall be final. Any member so excluded shall forfeit the current subscription.

ARTICLE XXI. REINSTATEMENT.

Persons who cease to be members of the Society under Article XII or who are excluded under Article XX shall not be reinstated without the consent of the Council.

ARTICLE XXII. AMENDMENT OF CONSTITUTION.

The Constitution of the Society shall be amended only at an Annual General Meeting or a Special General Meeting. No proposed amendment shall be presented to the Society without either the recommendation of the Council or the signature of at least five members. Proposed amendments to be presented to the Annual General Meeting must be forwarded to reach the Secretary of the Society not later than the 31st day of May.

Any proposed amendment shall be posted with the notice of the meeting to every member who has the right to vote at such meeting. To be adopted, an amendment must receive at least two-thirds of the votes cast. Voting shall be by ballot.

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 any amendment so marked shall be required to pass at two successive Annual General Meetings before it is adopted.

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

ARTICLE XXIII. INTERPRETATION.

In the interpretation of every provision of this Constitution and of any Bye-laws or Rules made thereunder—

- (1) words denoting the singular number only shall include the plural number also and *vice-versa*;
- (2) words denoting the masculine gender only shall include the feminine gender also;

unless such interpretation be inconsistent with the context or with any provision herein contained.

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 any centre, 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 and changes of address; 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.

Centre 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 Committee designated by him with a certified copy of his record, whereupon his transfer to that centre 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 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.

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 authorised by the Council. He shall, on receipt, deposit to the credit of the Society, in some bank approved by the Council, all monies which come into his possession as Treasurer. He shall pay by cheque, signed by himself. He shall present to each quarterly meeting of the Council a certified statement of the financial position of the Society to date.

It shall be the duty of the Secretary to attend all meetings and 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.

It shall be the duty of the Editor, under whose chairmanship 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 unless and until he has been authorized by the Council to do so.

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, lantern slides and such other property as may be entrusted to him by the Council. 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.

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Every member on election shall receive a copy of the constitution, and after payment of his due subscription shall, as long as he continue in good standing, receive free a copy of each subsequent publication of the Society.

Except as above provided, the Council may authorize a charge to be made for any of its publications.