

# Cambridge University Serbian Society

## Constitution

September 29, 2015

### 1. Name

The Society shall be known as the **Cambridge University Serbian Society**, hereafter referred to as ‘the Society’.

### 2. Aims and Objectives

The principle objectives of the Society will be to raise awareness of Serbia and of Serbian culture through:

1. Organising talks about Serbian culture, history and politics.
2. Organisation of social events for the members of the Society.
3. Facilitating networking and professional mentoring for current members of the Society through more senior members and the alumni of the Society.
4. Raising awareness of the prospects for studying at Cambridge through events tailored for high school and university students across Serbia.

### 3. Membership

The membership of the Serbian Society is open to:

1. All members of the University, regardless of race, sex, sexuality or political views.
2. Non-members of the University, conditional on the majority of votes by the Committee.
3. There shall be a one-for-life non-refundable fee granting every member a life membership. This fee will be fixed by the Executive Committee.
4. The Executive Committee reserves the right to offer honorary membership to any organisation or any individual it deems fit.
5. By a majority decision, the committee may expel or suspend any member for behaviour likely to bring the Society into disrepute, provided the member concerned has had the right to be heard by the Executive Committee before the final decision is made.

## 4. The Executive Committee

1. The day-to-day management of the Societys affairs shall be in the hands of the Executive Committee, which shall normally be elected at the Annual General Meeting.
2. The Executive Committee shall consist of a President, Vice President, Secretary, Junior Treasurer and up to five other members, who shall be elected by the members of the Society at the Annual General Meeting (AGM).
3. In addition to the nine members of the committee, there shall be a Senior Treasurer, who shall be a resident member of the Senate or other person approved by the Junior Proctor. The Senior Treasurer shall be appointed by the elected members of the Executive Committee and shall be *ex officio* a member of the Executive Committee.
4. A majority of the elected members of the Executive Committee shall be full-time undergraduate or graduate students of the University.
5. Meetings of the Executive Committee shall be chaired by the President or in his or her absence the Vice-President. If neither the President nor Vice-President are present, the remaining members shall elect a chairperson for that meeting, whose choice must be approved by the President and the Vice-President. The quorum for a meeting of the Executive Committee shall be three members and a written record of each meeting shall be kept. In the absence of the President, the meeting minutes and decisions must be approved in writing by the President and the Junior Treasurer.

## 5. General Meetings

1. The Society shall hold an Annual General Meeting (AGM) during each Academic year. All members, other than honorary members, shall be entitled to attend and vote at any General Meeting. At least fourteen days written notice shall be given to members before the AGM.
2. The AGM shall approve Minutes of the last General Meeting and the Societys Accounts for the preceding year, elect the Executive Committee for the year ahead and conduct such other business as is necessary.
3. Candidates for election to office shall be proposed and seconded by two other members. Every motion at a General Meeting shall be proposed and seconded by two members. Voting shall be by secret ballot and if there are more than two candidates for a post or more than two options on a motion, voting shall be by Single Transferable Vote.
4. An Extraordinary General Meeting (EGM) may be held at any time during Full Term. It shall be held in Cambridge and may be called by the Executive Committee or at the written request of the majority of the members. 21 days written notice shall be given to members before an EGM is held. An EGM shall have the same powers as an AGM.

5. The President or in his or her absence the Vice-President shall take the Chair at any General Meeting. In the absence of the President and Vice-President the meeting shall elect a Chairperson for that meeting. The quorum for a General Meeting shall be ten members and a written record of every General Meeting shall be kept.

## **6. Financial Matters**

1. The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds.
2. It shall be the responsibility of the Junior Treasurer to ensure that monies received are properly accounted for and that the Society's financial records are kept in good order.
3. The Senior Treasurer shall arrange for the Society's Accounts to be properly audited, either by himself/herself, or by another person approved under University Ordinances.
4. The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless he or she has personally authorised such a debt in writing.
5. For so long as the Society shall be Registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for Registration as a University Society.

## **7. Changes to the Constitution**

1. The constitution may be amended at an annual general meeting or an emergency general meeting by a two-third majority of the Society members present at the meeting.
2. Amendments to the Constitution may be proposed by any five members of the Society and will be subject to vote of the entire Committee. Any five members of the Society may dispute such amendments by writing to the Secretary. In such case, the final decision shall be made at an EGM specially called for that purpose.

## **8. Dissolution**

1. The Society may be dissolved at a General Meeting provided that at least 21 days written notice of the intention to dissolve the Society has been given to the members. At least two thirds of those present and voting at the General Meeting must vote in favour of the motion for Dissolution for it to be effective.
2. Any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to another Registered University Society, or to the Society's Syndicate.