A: SUSSEX BOTANICAL RECORDING SOCIETY Existing Constitution

REVISED RULES AGREED AT THE ANNUAL GENERAL MEETING ON 1 MARCH 2014

Title The Society shall be called The Sussex Botanical Recording Society (previously the Sussex Flora Society)

Objectives The aims of the Society shall be:

1. Recording for the purpose of updating Sussex plant records
2. Co-operation with other bodies and private individuals by carrying out surveys of plant communities in Sussex on an ecological basis for scientific, conservation or planning purposes

Activities The activities of the Society shall be:

1. Recording plants and reporting to the Recorders, who will be responsible for keeping the records up to date. Records submitted to the Recorders, unless marked as confidential, will be passed on to the BSBI (Botanical Society of Britain and Ireland), the SxBRC (Sussex Biodiversity Record Centre) and other institutions or persons that from time-to-time the committee deems reasonable and in accordance with the wider aims of the society.
2. Organising a number of field or other meetings each year to forward the aims of the Society
3. Distribution of a programme of meetings to members, and a newsletter at least once a year

Membership

1. Membership shall be open to all persons actively interested in the aims of the Society
2. Application for membership shall be made through a member of the Society
3. The committee shall have the power to terminate any membership, should the need arise
4. Members shall be required to pay an annual subscription to cover running expenses, and they shall be deemed to have resigned if they are more than one year in arrears. In such case they will lose access to the members' section of the web site and cease to receive the newsletter
5. Two members living at the same address may be entitled to joint membership and a reduced subscription to reflect the lower administration costs

Officers and Management

1. The Officers of the Society shall be President, Chairman, Hon. Secretary and Hon. Treasurer
2. The management of the Society shall be in the hands of a Committee of not more than eleven persons. The Committee will include the Chairman, Hon. Secretary, Hon. Treasurer, the two BSBI Vice-County Recorders (ex-officio) and not more than six other members
3. The President shall be appointed for life or until he or she resigns, and shall be entitled to attend Committee meetings ex-officio. The President, or the President's nominee, shall preside at the Annual General Meeting (AGM)
4. The officers and the other members of the Committee (other than the president and the other two ex-officio members) shall be elected annually at the AGM

5. Nominations for officers and committee members (agreed by the nominees) shall be sent in writing to the Secretary to arrive no less than ten days before the AGM. Sitting officers and committee members may be re-elected at the AGM
6. The Committee may co-opt members during the year and may appoint working groups or individuals to deal with specific issues without reference to the membership
7. The Committee shall meet as often as necessary, (normally twice a year), but at least once a year
8. A Committee meeting shall not be quorate unless at least 51% of its members are present

Auditor

The society shall appoint an Honorary Auditor who shall make an independent examination of the accounts which shall be presented at the AGM

Annual General Meeting

An Annual General Meeting shall be held between February and April of which at least 10 days' notice shall be given to members. The following business shall be transacted:

1. Apologies for absence
2. Minutes of the previous AGM shall be read out and confirmed
3. The treasurer's report shall be presented and the amount of subscription be agreed
4. The Chairman's report shall be presented
5. Election of officers and other committee members
6. Election of Honorary Auditor
7. Reports of other committee members shall be presented
8. Any special business of which not less than ten days' notice has been given to the secretary in writing

Extraordinary General Meeting

An Extraordinary General Meeting (EGM) may be called for at any time by the President, the Committee, or on a written request by not less than 10 members. At least 4 weeks' notice shall be given

Rules Amendment

1. The Rules of the society shall only be amended at the AGM or an EGM
2. A proposal to amend the Rules may be made by the Committee or on a written request by not less than 10 members. At least 4 weeks' notice shall be given
3. A vote to amend the Rules must be supported by a minimum of two thirds of those members present at the AGM or EGM

Dissolution

1. A proposal to dissolve the society may be made by the Committee or on a written request by not less than 10 members
2. Such a proposal shall be considered at the AGM or at an EGM provided at least 4 weeks' notice has been given
3. The proposal to dissolve the society must be confirmed by a minimum of two thirds of those members present at the AGM or EGM
4. The Committee shall decide on the disposal of any assets belonging to the society

B: SUSSEX BOTANICAL RECORDING SOCIETY Proposed amendments to the constitution underlined.

The purpose of these amendments is (a) to reflect more accurately the Society as it is today; (b) to broaden officially its remit; and (c) to correct and update some of the existing wording. Please note that the arrangements for the appointment and re-election of the President have been made at the suggestion of the current President (Officers and Management 3). Please see May Newsletter regarding an EGM in October.

Title The Society shall be called The Sussex Botanical Recording Society (previously the Sussex Flora Society)

Objectives The aims of the Society shall be:

To advance knowledge of the plants (vascular plants, bryophytes, and algae including charophytes) of Sussex by recording, scientific study, and the promotion of conservation, through publications, meetings, the website, education, the provision of grants and other appropriate means.

Activities The activities of the Society shall be:

1. Recording plants and reporting to the Recorders, who will be responsible for verification and keeping the records up to date. Records submitted to the Recorders will be passed on to the BSBI (Botanical Society of Britain and Ireland). Such records may also be shared with the SxBRC (Sussex Biodiversity Record Centre) and other institutions or persons that from time-to-time the committee deems reasonable and in accordance with the wider aims of the society. Confidential records will be shared at an appropriate level of location blurring as determined by the Recorders

2. Organising a number of field or other meetings each year for recording and the botanical education of members in the Sussex flora.

3. Distribution of a newsletter at least once a year

4. Undertaking, encouraging and supporting studies of Sussex plants

5. Publishing papers, monographs and books on Sussex plants and Sussex botany

Membership

1. Membership shall be open to all persons actively interested in the aims of the Society
2. The committee shall have the power to terminate any membership, should the need arise
3. Members shall be required to pay an annual subscription to cover running expenses, and they shall be deemed to have resigned if they are more than one year in arrears. In such case they will lose access to the members' section of the web site and cease to receive the newsletter
4. Two members living at the same address may be entitled to joint membership and a reduced subscription to reflect the lower administration costs

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3. The President shall be appointed by the Committee and shall be eligible for re-election annually by the Committee at its meeting prior to the AGM. .The President shall be entitled to attend Committee meetings ex-officio. The President, or the President's nominee, shall preside at the Annual General Meeting (AGM).
4. The officers and the other members of the Committee (other than the two BSBI Vice-county Recorders as ex-officio members) shall be elected annually at the AGM.
5. Nominations for officers and committee members (agreed by the nominees) shall be sent in writing to the Chairman to arrive no less than ten days before the AGM. Sitting officers and committee members may be re-elected at the AGM without such notification.
6. The Committee may co-opt members during the year and may appoint working groups or individuals to deal with specific issues without reference to the membership
7. The Committee shall meet as often as necessary, (normally twice a year), but at least once a year
8. A Committee meeting shall not be quorate unless at least 51% of its members are present

Independent Examiner

The society shall appoint an Independent Examiner who shall make an independent examination of the accounts which shall be presented at the AGM

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3. The treasurer's report shall be presented and the amount of subscription be agreed
4. The Chairman's report shall be presented
5. Election of officers and other committee members
6. Election of Honorary Independent Examiner
7. Reports of other committee members shall be presented
8. Any special business of which not less than ten days' notice has been given to the secretary in writing

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