

BYELAWS UKSSDC 11/07/2008 (Accepted by the Committee)

The following byelaws of the UKSSDC are approved by the elected Committee and should be read in conjunction with the Constitution. Changes can be made by a majority vote by the UKSSDC Committee. The general membership may put forward proposals to amend the byelaws as an agenda item at the AGM.

1. MEMBERSHIP :

- i) Members have to be over 16 years of age
- ii) Annual Membership fee for Ordinary and Founder Members is £10 which will be reviewed annually at the AGM. Honorary members do not pay annual subscription.
- iii) Affiliated membership fee is £25 per annum to be reviewed as above.
- iv) Annual subscriptions are payable by 1st January annually. New members joining mid term will pay an appropriate proportion set by the Treasurer
- v) If subscriptions are more than 6 months overdue membership will cease. Only paid up members can vote.
- vi) Members should allow 2 weeks for their application to be processed and granted by the committee. They will not be considered to be a fully paid up member until they receive an acceptance acknowledgement from the Committee, and have paid any subscriptions due.

2. AGM:

- i) Date of the AGM to be set by the Committee and will be informed with at least 21 days notice as outlined in the Constitution. Notice will normally be given by email unless otherwise requested.
- ii) Any member may submit an agenda item, to be sent to the secretary at least 10 days before the AGM.
- iii) The Committee may direct that any agenda item may not be included in the meeting if it appears that such an item is irrelevant to the objects of the Council or put forward for scandalous or frivolous purposes.
- iv) The proposer of a motion shall not speak for more than 10 minutes. Following the proposal of the motion, the debate shall be thrown open to the meeting and the Chair will govern the debate in a timely fashion.
- v) Voting shall be at the discretion of the Chair: by show of hands or written ballot.
- vi) At least 2 Tellers shall be appointed by the Chair to count the votes and if there is any doubt a recount shall be made.
- vii) Quorum: A minimum of 20% of the members must participate in the meeting in person or through their proxy in order to conclude valid decisions.
- viii) Agenda of AGM should include at least the following: Election of Committee members, Annual Report by Chair, Secretary, and Treasurer and review of annual membership fee.

- ix) Members can only vote at the AGM provided they have received notification of the acceptance of their membership from the committee two weeks prior to the meeting. (see 1vi)

3. ELECTION OF COMMITTEE:

- i) Nominations will be requested from the membership and must be received at least 6 weeks prior to the AGM. Candidates nominated must give their permission prior to nomination. Candidates will be requested to submit a short CV to assist voters.
- ii) A ballot paper will be made available to members by email at least 2 weeks prior to the AGM and postal voting to an independent address will be available. Postal votes received less than 24 hours before the AGM are invalid.
- iii) Members may vote by Proxy.
- iv) The simple majority system of voting will be used.
- v) Current members of the committee do not need to be nominated. They will automatically stand for re-election unless they have declined.

4. REFERENDUMS:

- i) The Committee may ask the membership to vote on any issue if required by referendum when details will be sent to the current membership list by email. Reasonable time allowance for replies would be allowed.
- ii) Decisions will be made by an absolute majority (one vote more than 50%).