

THE IRISH ORCHID SOCIETY CONSTITUTION

1. Name:

- 1.1 The name of the Society will be THE IRISH ORCHID SOCIETY (hereinafter referred to as the Society).
- 1.2 The address of the Society will be The Irish Orchid Society c/o National Botanic Gardens, Glasnevin, Dublin 9. The use of this address is at the discretion of the Director, National Botanic Gardens, Glasnevin.
- 1.3 The official emblem of the Society will be a single flower of *Neomorea wallisii*.

2. Objectives:

- 2.1 to provide a forum for people interested in all aspects of orchids and their cultivation.
- 2.2 to promote orchid cultivation in Ireland.
- 2.3 to educate and spread knowledge on orchids and Irish orchid history.
- 2.4 to welcome and encourage research in the field of orchids.
- 2.5 to form links with other orchid societies and organisations.
- 2.6 to encourage and work for the preservation of native species and their habitats
- 2.7 to publish at appropriate intervals a newsletter containing articles and information relevant to the Society

3. Management of the Society:

- 3.1 The affairs of the Society will be managed by a committee of minimum of three and a maximum of eight elected members.
- 3.2 The committee shall have the power to co-opt two additional non-committee members for one term of office.
- 3.3 The officers of the Society will be the Chairperson, Vice-Chairperson, Honorary Secretary and Honorary Treasurer.
 - 3.3.1 The Chairperson shall preside over the meetings of the Society and of the committee. In the absence of the Chairperson, the Vice-Chairperson shall preside over all meetings.
 - 3.3.2 The Honorary Secretary shall record the minutes of the committee and general meetings, issue notice of these meetings, maintain proper membership records and conduct correspondence on behalf of the Society.
 - 3.3.3 The Honorary Treasurer shall manage the finances of the Society.

4. Election of the committee and officers:

- 4.1 The election of the members of the committee will take place at the Annual General Meeting as committee vacancies arrive. In the case of vacancies arising during a term of office the committee shall have the right to co-opt an existing committee member to an officer's role and a non-committee member to a non-officer role. Committee members must be members of the Society.
- 4.2 The election shall be by secret ballot.
- 4.3 The term of office for all committee members shall be for two years and members shall be eligible to serve for four consecutive years. After a period of one-year absence from the committee, a Society member is again eligible for election to the committee. All nominations shall be in writing and signed by two members of the Society and by the nominee. Nominations for election to the committee shall be given to the honorary secretary at least two weeks prior to the annual General Meeting.
- 4.4 The committee shall be empowered to appoint sub-committees for specific matters from among members of the Society who show a willingness to serve on such sub-committees and to appoint non-members as observers. At least one elected committee member must participate in all sub-committee deliberations.
- 4.5 Proxy votes shall not be valid in any Society elections.

5. Meetings of the Society:

5.1 Committee meetings

- 5.1.1 The honorary secretary shall be authorised to call meetings of the committee.
- 5.1.2 A quorum at a meeting of the committee will consist of four elected members.
- 5.1.3 Officers and ordinary members of the committee who fail to attend three consecutive meetings of the committee, except for good and sufficient reasons, shall cease to be members of it.
- 5.1.4 The decisions of the committee shall be taken by a majority vote. The chairman shall not vote except in the event of a tie.

5.2 Annual General Meeting

- 5.2.1 The Annual General Meeting of the Society will take place at approximately yearly intervals, at such time and place as shall be decided by the committee.
- 5.2.2 The Honorary Secretary shall at the direction of the committee, be empowered to call a general meeting for the consideration of the business of the Society.
- 5.2.3 The Honorary Secretary shall give all members of the Society at least three weeks' notice of the date, time and place of the general meeting.
- 5.2.4 A quorum at any general meeting shall be fifteen members online and in-person.
- 5.2.5 Decision shall be taken by a simple majority vote, with the Chairperson having the casting vote in the event of a tie.

5.3 Extraordinary General Meeting

An Extraordinary General Meeting of the Society may be called by the Committee or by at least one third of the Society membership. The calling of such a meeting by Society members should be made in writing to the Honorary Secretary four weeks before the intended date. The reason for the meeting must be stated and any function of the Annual General Meeting may be carried out at the Extraordinary General Meeting.

6. Finances of the Society:

- 6.1 The funds of the Society shall be in the name of the Society and shall be administered by the Honorary Treasurer, who shall be accountable to the Society and who shall produce accounts at the Annual General Meeting. The accounts will be seen and signed by an independent account keeper.
- 6.2 In the event of the dissolution of the Society, any surplus Society assets (financial or otherwise), after discharge of liabilities, shall be donated to societies, associations or other institutions having as their aims the furtherance of the aforesaid aims of the Irish Orchid Society, as shall be decided by a vote at a General Meeting called for such a purpose.

7. Publications of the Society:

- 7.1 The Society will publish its newsletter titled Pollinia, quarterly, as far as possible.
- 7.2 Pollinia shall not be considered as a Peer Reviewed publication. Peer Review by recognised authorities distinct from the Society shall, however remain an option open to the committee.
- 7.3 The production and editing of the newsletter will be managed by the newsletter editor who shall be a member of the committee.
- 7.4 Copy will be proofed by two other members of the committee.
- 7.5 The Publication will be issued with an ISSN. Copies will be deposited in Copyright and other Libraries as directed and required by the National Library of Ireland.

8. Membership of the Society:

- 8.1 Membership is open to any individual or family.
- 8.2 The following shall be the membership categories:

Adult membership - open to all persons interested in the aims of the Society

Family membership - a family membership will be available at one and one half the Adult membership fee

Student/Junior membership – 50% of the Adult Membership and open to anyone under the age of 21. All full-time students or part-time students in a recognised educational institution shall be entitled to Student/Junior membership at no charge (for two years).

8.3 Annual Subscription:

- 8.3.1 The annual subscription shall be proposed by the committee and agreed at the AGM or at an Extraordinary General Meeting.
- 8.3.2 The annual subscription shall be payable on June 1st each year by all members.
- 8.3.3 Those joining on or after March 1st of any one year shall be considered as paid members for the fifteen months following this date.
- 8.3.4 Any members who are in arrears with subscription for one calendar year shall be deemed to have resigned from the Society, but the committee shall, at its discretion, reinstate such members once arrears have been settled.

8.4 Privilege of membership:

Members shall be entitled to:

- attend and vote at general meetings (each member having a single vote) and to nominate members for election to the committee.
- attend lectures, courses and visits organised by the Society.
- receive the newsletters and other circulars of the Society.
- submit articles for publication in the newsletter.
- co-operate in projects organised by the society for developing its aims.
- exhibit at table shows

9. Amendments and alterations to the constitution

- 9.1 No rule shall be made, altered or deleted from this constitution except at an Annual or Extraordinary General Meeting.
- 9.2 Any member is entitled to suggest an amendment, prior to a general meeting, by submitting the suggested change in writing to the honorary secretary. The honorary secretary shall notify members of any suggested amendment three weeks prior to the general meeting at which it is to be considered.
- 9.3 A majority of two thirds in favour of the amendment shall authorise the amendment.
- 9.4 Amendments themselves can be amended at a general meeting with the consent of the person suggesting the amendment.