



# CONSTITUTION OF CAMBRIDGE UNIVERSITY RUSSIAN SOCIETY

(approved by Executive Committee on 5 November 2001 and on 7 May 2009)

## 1 NAME

- i. The name of the society shall be the Cambridge University Russian Society.

## 2 AIMS AND OBJECTIVES

- i. The society's aims and objectives shall be: To promote and represent a forum for cultural exchange, as well as discussion and exchange of other information amongst students and professors from different parts of the Russian Federation and former USSR Republics and other members at the University interested in the issues connected with Russia.

## 3 MEMBERSHIP

- i. Membership of the Society is open to all members of the University who may apply to the Executive Committee. The Executive Committee shall not refuse an application for membership on the grounds of race, sex, sexuality, religion or political views.
- ii. There shall be a one-for-life non-refundable fee granting every member a life membership. Fee shall be fixed by the Executive Committee. Membership is conditional on a proper behaviour as defined in point 4.
- iii. The Executive Committee shall have the right to offer honorary membership (free of charge) and to any organisation or persons it sees fit.
- iv. By a majority decision of the Executive Committee, it 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 EXECUTIVE COMMITTEE

- i. The policy and general management of the affairs of the Society shall be directed by the Executive Committee which shall consist of the President, Secretary, Treasurer and any other persons co-opted onto the Executive Committee.
- ii. The President of the Society shall be answerable to member for all matters affecting the Society. He/She shall preside at all general meetings of the Society and at all Executive Committee meetings. He/She shall further be responsible for compiling and submitting the Annual Report to the Society at the Annual General Meeting. He/She shall also be responsible for all areas of the Society's life including but not limited to: organization of conferences, lectures and other formal and informal activities, sponsorship soliciting and public relations matters.
- iii. The Secretary shall be responsible for ensuring that all meetings and correspondence are recorded and acted upon. He/She shall ensure that all members are kept fully briefed on all matters affecting the Society. He/She shall further keep close and continuing liaison with all relevant bodies, societies and organisations on matters affecting the Society. The Secretary shall also be responsible for providing immediate assistance to the President on the above matters.

iv. The Treasurer shall ensure that the fees of members and moneys relating to the Society are properly banked and accounted for and shall be responsible for presenting to the Society at the Annual General Meeting the audited accounts for that year. It shall be the Treasurer's responsibility to collect subscriptions and to keep a record of all paid-up members.

v. Notwithstanding the above, the Executive Committee may from time to time allocate specific responsibilities to members of the Executive Committee.

vi. The Executive Committee may at its discretion co-opt additional Executive Committee members where it perceives the need, or to fill any vacancies that may arise. Co-opted members shall be entitled to vote at Executive Committee meetings.

vii. A Senior Treasurer shall be appointed by the Executive Committee to audit the Society's accounts. The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society, unless the Senior Treasurer has personally authorised such a debt in writing.

viii. In a situation when a member of the Executive Committee persistently fails to perform his/her duties, a vote shall take place on whether this person should remain on the Committee.

## 5 GENERAL MEETINGS

i. The Society shall hold an Annual General Meeting at a date, time and place specified by the Executive Committee. At least two weeks notice during Full Term must be given of an Annual General Meeting.

ii. An Extraordinary General Meeting may be convened by the Executive Committee provided reasonable notice is given to members.

iii. The quorum for any general meeting will be ten persons or one fifth of the total membership, if less. All paid-up members shall have full voting rights at meetings.

iv. The Annual General Meeting shall consider the Annual Report of the Society and the set of audited accounts of the Society for that year. The election of the Executive Committee will also take place at the meeting.

v. Nominations for the Executive Committee must be submitted to the Secretary in writing at least three Full Term days before the Annual General Meeting.

vi. Any paid-up member of the Society may be nominated for any Executive Committee post by two other members of the Society. Votes shall be counted by two persons chosen at the Annual General Meeting and who are not candidates for Executive Committee posts. The election and count shall be conducted using the first past the post system.

## 6 EXECUTIVE COMMITTEE MEETINGS

i. There shall be a weekly Executive Committee meeting conducted on a day and time appointed by the Committee.

ii. The Executive Committee shall have at least three members present for a quorum and will take decisions on the basis of a simple majority. In the event of an even vote the Chair of the meeting shall have an additional vote.

iii. Any member of the Society may attend an Executive Committee meeting to participate in any discussions. However, any vote taken shall be limited to Executive Committee members only.

iv. The executive Committee may exclude any or all non-Executive Committee members from its meetings on a majority decision of the Executive Committee.

## **7 AMENDMENTS TO THE CONSTITUTION**

i. Amendments to this Constitution may be proposed by any two members of the Executive Committee and will be subject to vote of the entire Committee. Any six members of the Society may dispute such amendments by writing to the Secretary. In such case, the final decision shall be made at an Annual General Meeting, or at a general meeting specially called for that purpose.

## **8 INTERPRETATION**

i. In the event of any question of interpretation or any question on which this is silent, the Executive Committee reserves to itself the rights to act according to its interpretation of the Constitution or at its discretion.

ii. No words or construction in this constitution shall be taken to imply any discrimination whatsoever with regard to race, sex, sexuality, religion or political views.

## **9 WINDING UP PROCEDURE**

i. Following a general meeting or Executive Committee decision to call for the Society to be wound up, a poll of all members shall be held.

ii. A two-thirds majority will be required to wind up the Society.

iii. After meeting all remaining liabilities, the Executive Committee will be responsible for disposing of any remaining assets, either by dividing them between the members, or financially impracticable, by a donation to a charity nominated by the Executive Committee.