

West Indies Philatelic Study Group

CONSTITUTION 2023

NAME

The Society shall be known as the *West Indies Philatelic Study Group* (WIPSG).

OBJECTIVES

The objectives of the Society are to promote interest in and the study of the stamps and postal history of mainly the English-speaking islands that comprise the West Indies. In addition, included are Bermuda, The Guyanas (British Guiana, French Guiana, Suriname) and Belize (British Honduras) and the interaction with applicable countries on the littoral of the Caribbean Sea.

NON PROFIT DISTRIBUTING BODY

The Society shall be a non-profit distributing body dedicated to the objectives of the Society.

All profits or surpluses generated by Society activities shall be devoted to the continuance and improvement of the Society.

No profits or surpluses shall at any time be distributed to members.

MEMBERSHIP

Membership of the Society is open to all persons having an interest in West Indies Philately.

Applications for membership should be made to the Secretary on the appropriate form or via the website.

Members must abide by the rules of the Society. A member whose conduct is considered prejudicial to the interests of the Society shall be liable, on the majority vote of the committee, to be suspended, be asked to resign or have their membership terminated. The member may be invited to attend the meeting to discuss the matters raised. Notice of the committee's decision shall be sent to the last known address of the member. If the member is also a committee member they shall not vote at the meeting. An appeal may be made direct to the President who together with two nominated members (at the President's discretion) will have the final say on the decision. The President will consider statements from the parties involved (where available) to assist in the final decision making.

Membership shall not entail any liability upon the Society or its officers for the private or public acts of any individual member except when done with the authority of the committee, and such authority shall be recorded in the Minutes of the Society.

HONORARY MEMBERS

The committee will recommend from time to time the appointment of honorary life members in recognition of their service to the Society. They will be elected by a majority vote at the Annual General Meeting (AGM). These members will have full voting rights at an AGM and are able to hold any position on the committee with full voting rights. They will enjoy the full benefits of the Society and can be elected on to any sub-committee. They will not be required to pay any membership subscription.

DATA PROTECTION AND PRIVACY

The Society will comply with the UK Data Protection Regulations in force at any time.

Upon any application for membership the applicant consents to the holding of relevant data by the Society.

Members' details will be processed fairly and lawfully and in accordance with the Society's legitimate activities.

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The Society will not provide personal data to anyone who does not have a legitimate reason for accessing it. No personal data is ever provided to third parties save where required by law or a valid court order.

Further details will be made available to members on the Society's website.

MANAGEMENT

The affairs and business of the Society shall be conducted by the committee.

The roles of President and Vice-President(s) are honorary and continue for life, or until a holder chooses to no longer have the title.

A President/Vice-President(s) shall be elected by the members attending the AGM on the recommendation of the committee. The President/Vice-President(s) will be able to attend committee meetings and will have voting rights.

The Society shall be managed by a committee consisting of Chairperson, Treasurer, Auction Manager and Secretary (the officers), and at least four other members of the Society. The committee shall have the power to co-opt (non-voting) members to the committee as necessary for the benefit of the Society. The decision of the committee on all matters affecting the Society, not provided for in the Constitution, shall be final and binding on all members.

Office-bearers shall carry out their duties in accordance with rules for the conduct of their respective office. Such rules shall be subject to the approval of the committee.

The Chairman will be elected for a term of three years and will not normally serve for more than two terms.

All other officers and committee members shall retire each year but will be eligible for re-election at the AGM.

The committee will determine the frequency of the committee meetings which shall not be less than 2 times a year. Each meeting must consist of at least two officers of the Society and two other committee members. These may either be physical or virtual meetings.

The Chairperson of the meeting shall have a second or casting vote at all committee and general meetings when a vote taken results in an equal number of votes cast both for and against the motion.

The Secretary shall convene all meetings of the Society and maintain regular minutes of all proceedings. The Secretary shall be responsible for the proper custody of the property of the society, keeping an inventory of current assets.

A full up to date list of members including telephone numbers, e-mail and postal address shall be maintained by the Membership Secretary.

MEETINGS & ACTIVITIES

The committee has agreed to establish, as a norm, a two-year cycle of meetings in the UK.

- An AGM and Auction in the spring.
- A Convention every two years, and in a year when there is no convention there will be a members' meeting in the autumn. These meetings will provide an opportunity for all members to display their material.

Meetings in the Americas will also be held at the discretion of the Americas representatives on the committee.

The committee shall decide the exact date, time and place of all meetings, which may be affected by circumstances beyond the Society's control.

The Society shall have a website, publish a quarterly journal (in colour) and actively publish books & monographs (subject to volunteers available to undertake the necessary tasks).

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ANNUAL GENERAL MEETINGS (AGMs) & EXTRAORDINARY GENERAL MEETINGS (EGMs)

An Annual General Meeting shall be held in the spring of each year to receive a statement of accounts for the previous financial year, elect officers and the committee for the ensuing year and to transact any other business as may be deemed necessary. Twenty-one days' notice of such meeting shall be made available, by such means as deemed appropriate by the committee to all members, and this notice to include details of the agenda.

The committee shall be elected by majority vote at the AGM following prior notification or nomination at the meeting, if necessary. The President shall take the chair for the election of the Chairperson or in his absence a nominated officer will undertake that role. All nominations must be with the approval of the nominee.

Ten members present shall constitute a quorum for the AGM at which only fully paid-up members (including honorary members) shall be entitled to vote. Proxy votes can be submitted to the Secretary or other designated person.

All decisions will be by a majority vote.

Honorary Life members will be elected at the AGM on recommendation of the committee.

An Extraordinary General Meeting may be called at the request of the committee or following receipt by the Secretary of a written request signed by at least ten fully paid-up members of the Society. Notice of twenty-one days must then be given to all members, by any means deemed appropriate by the committee, including an agenda for the meeting covering the specific points raised in their request.

No other business will be discussed at that meeting.

FINANCE

The Treasurer, under the authority of the committee, shall discharge all the accounts and, at the AGM each year, submit a Statement of Accounts for the financial year ending 31st December.

The Society funds shall be held in a manner as recommended by the Treasurer and approved by the committee.

All cheques issued/payments made by the Society shall be signed by the Treasurer, Chairperson, Auction Manager, or other bank account signatory agreed by the committee.

The accounts will be independently examined by a person appointed by the committee who may be a member of the Society but is not elected to the committee.

SUBSCRIPTIONS

An annual rate shall be determined at the AGM after considering the recommendation of the committee.

Subscriptions shall become due on 1 January each year and shall be paid to the Treasurer or assistant. A list of fully paid-up members will be maintained. Members who have not paid their subscriptions by 1 February will be sent a reminder by email and/or with the next edition of the journal. If the member's subscription has not been paid by the 1 May their membership shall be deemed to be terminated without further correspondence.

For members joining after 1st October, their first year's subscription will be valid until 31 December of the following year.

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Auction

The Auction Manager and his team will hold an annual auction for the sale of members' material.

Any person who participates in a Society Auction must be a member of the Society.

Materials submitted for sale are done so at the Members own risk.

Participants in a Society Auction must abide by any rules of the auction in force at the relevant time.

Journal and Articles

The Editor has authority to decide what articles are to be published in the Journal. The committee can stipulate that articles from a specific person should not be accepted for publication.

Opinions expressed in articles in this Journal are those of the authors and not necessarily those of WIPSG, its Editor or its Officers.

AFFILIATIONS

The Society shall be affiliated to such Federations and Philatelic organisations as approved by the committee.

CONSTITUTION

A copy of the Society's Constitution will be made available on the website for all members by which they will be bound.

In the event of questions arising in the interpretation of the Constitution, the decision of the committee shall be final.

Alterations to the Constitution may only be made at the AGM or an EGM called for that purpose. The proposed alteration shall be clearly set out in the notice convening such meeting for which 21 days' notice in writing must be given.

Members may advise the Secretary in writing of any proposed changes to the Constitution at least fourteen days before the notice of the meeting is distributed. Each proposal must have a proposer and seconder, plus at least five other supporters, all of whom shall be full members of the Society.

Any changes must be supported by at least 60% of the members voting. Proxy votes will be accepted.

DISSOLUTION

In the event of the Society becoming non-viable for any reason, the Secretary shall call an Extraordinary General Meeting, giving members 21 days' notice in writing (or by e-mail) of such a meeting. The notice shall outline the reasons for the proposed dissolution. The committee will make recommendations for the disposal of non-cash assets. The sum that represents the total realisation of the Society's assets shall be placed to the order of a special committee formed at the winding up meeting. This committee must consist of at least two signatories to the Society's account. In accordance with the Society's objectives the sum realised will be forwarded unconditionally to other philatelic organisation(s) determined by the committee.

The decision to dissolve the Society must be supported by at least 60% of the members voting. Proxy votes will be accepted.

In no event shall any of the assets be paid or distributed among members of the Society

JURISDICTION

This constitution is governed by the laws of England and Wales.