



## SOCIETY OF ELECTRON MICROSCOPE TECHNOLOGY CONSTITUTION

Adopted	April 19 <sup>th</sup> 1971
Amended	May 7 <sup>th</sup> 1974
	May 5 <sup>th</sup> 1976
	Oct 21 <sup>st</sup> 1988
	Oct 27 <sup>th</sup> 1989
	Oct 9 <sup>th</sup> 1992
Revised	December 1994
Amended	December 2014

1. The title of the Society shall be the Society of Electron Microscope Technology – “The Society”. The Constitution is available on the website.
2. The aims of The Society shall be to encourage interest in electron microscope technology and associated fields and to promote the interests of those engaged in these areas.
3. Membership shall be open to any person connected with or interested in electron microscopy. The membership of The Society for each year is defined by the mailing database.
4. A Committee consisting of no more than sixteen persons, including the Officers, shall be elected at the Annual General Meeting and shall hold office for one year. Retiring Committee members shall be eligible for re-election.
5. The Officers of The Society shall be the Chair, Secretary and Treasurer. The Chair and the Secretary shall be elected at the Annual General Meeting. The Treasurer shall be elected by the Committee. All shall take office on election and shall hold office until the next Annual General Meeting. Those retiring shall be eligible for re-election.
6. Two people, not being Officers or members of the Committee, shall be appointed at the Annual General Meeting to examine and report on the annual accounts.
7. Vacancies amongst Officers or Committee members may be filled by the Committee at their discretion, and any person so appointed shall hold office or serve on the Committee until the next Annual General Meeting or until the next Extra-ordinary General Meeting, whichever is the earlier. The Committee can co-opt members for a one-year term.
8. The election of Officers and Committee members shall be by ballot of all members of the Society. Nominations (proposed and seconded) must be sent to the Secretary six weeks before the Annual General Meeting. Ballot papers shall be issued with the notice of the Annual General Meeting and may be returned at the meeting or previously by post. Postal ballot paper envelopes shall be marked “ballot papers” and shall remain sealed until the meeting. Members elected to the Committee who fail to attend more than 50% of the

meetings called during their term of office without good cause shall not be eligible for re-election in the succeeding year.

9. An Annual General Meeting shall be held no later than December 31<sup>st</sup> in each year, for which members shall receive 4 weeks notice including the agenda of the meeting. At the Annual General Meeting the Treasurer shall submit for approval the accounts showing the financial state of the Society.
10. Only resolutions received by the Secretary at least six weeks before the Annual General Meeting shall be included in the agenda.
11. An Extra-ordinary General Meeting may be called by the Committee or on receipt of a written requisition signed by at least six members of the Society. Members shall receive at least seven days notice of such a meeting. No business shall be transacted at any Extra-ordinary General Meeting except that which appears on the notice calling the meeting, other than the filling of vacancies, if any.
12. A quorum for the Annual General Meeting and any Extra-ordinary General Meeting shall be 25% of the membership of the Society present on the day of the meeting.
13. A quorum for a Committee meeting shall be four members, two of whom must be Officers.
14. Should a resolution be passed at an Annual General Meeting that an annual membership fee is required; members shall pay an annual subscription. Duly paid-up members shall have the right to vote at any meeting. Should a member's subscription be twelve months or more in arrears the member's name may be removed from the Society's register at the Treasurer's discretion.
15. Amendments to this Constitution may be made at the Annual General Meeting or at any Extra-ordinary General Meeting by a simple majority of those present, provided that notification of the proposed amendments has been made in the notice concerning the meeting.