

SOCIETY FOR THE PROMOTION OF BYZANTINE STUDIES

CONSTITUTION

(As amended, September 1988, March 1991, December 1995, March 2009,
March 2010 and March 2013)

I Name

The society shall be called 'The Society for the Promotion of Byzantine Studies,' hereinafter called 'the Society'.

II Objects

The objects of the Society shall be to further public education in the study and knowledge of the history and culture, languages and literature of the Byzantine Empire and its neighbours by means (inter alia) of the following:

1. The sponsorship of an annual Symposium and other Conferences open to all, Study Tours, Lectures and educational activities generally;
2. The publication of the Bulletin of British Byzantine Studies (hereinafter 'the Bulletin'); the Proceedings of the annual Symposium, and other publications within the field of the objects of the Society;
3. The promotion of research and fieldwork;
4. The organisation and co-ordination of bibliographical, archival and museum resources;
5. The improvement of teaching of the subject and facilities for it, at all levels;
6. Co-operation in all or any of the foregoing activities with the Association Internationale des Etudes Byzantines.

III Membership and Subscriptions

1. Subscribing membership of the Society shall be open to all persons who support the objects of the Society;
 - (a) Persons who by their distinction or support of the Society have, in the opinion of the Society, promoted its aims notably, shall be eligible for Honorary Membership of the Society;
 - (b) Honorary members may be proposed by the Executive Committee for election at a General Meeting of the Society;
 - (c) Honorary Members shall not pay any subscription. Subscribing Members shall pay an annual subscription of £20 or such as may from time to time be determined by the Executive Committee (hereinafter described). Subscribing membership shall lapse automatically after two

years' failure to pay subscription. Members aged 65 or older may compound for a sum of five times the annual subscription.

IV General Meetings

There shall be an Annual General Meeting of the Society at least once in every year, to deal with business as required. An Extraordinary General Meeting may be called by the signatures of one half of the Subscribing Membership of the Society, or the signatures of one half of the Executive Committee (hereinafter described). Each member shall be given not less than three weeks' notice of an Annual General Meeting or Extraordinary General Meeting. The quorum at any General Meeting of the Society shall be nine members present throughout the meeting.

V Executive Committee and Sub-Committees

1. There shall be a committee (hereinafter 'the Executive Committee'), which shall serve as the executive committee of the Society.
2. The Executive Committee shall consist of ex-officio and not more than nine elected members;
 - (a) The ex-officio members shall be the President, the Chair, the Honorary Secretary, the Treasurer, the Chair of each of the Sub-committees appointed under clause V.3 (b) (if otherwise eligible and not already a member) and the British members of the Bureau Internationale des Etudes Byzantines, being Presidents d'Honneur, Vice-President or officers of the Association.
 - (i) Only members of the Society shall be eligible for elected membership of the Executive Committee.
 - (ii) At each Annual General Meeting of the Society one-third of the elected members, or if their number is not a multiple of three then the number nearest to one-third shall retire from office.
 - (iii) The elected members to retire shall be those who have been longest in office since their last election or appointment. As between members of equal seniority, the member to retire shall be selected from among them by lot. The length of time a member has been in office shall be computed from her/his last election or appointment. A retiring member of the Executive Committee shall be eligible for re-election.
 - (iv) The Society may, at the meeting at which a member of the Executive Committee retires in manner aforesaid fill up the vacated office by electing a person thereto, and in default of the retiring member shall, if offering herself/himself for re-election, be deemed to have been re-elected, unless at such meeting it is expressly resolved not to fill such vacated office, or unless a resolution for the re-election of such member shall have been put to the meeting and lost.

- (v) No person not being a member of the Executive Committee retiring at the meeting shall, unless recommended by the Executive Committee for election, be eligible for election to membership of the Executive Committee at any General Meeting, unless not less than 14 days before the day appointed for the meeting there shall have been given to the Secretary of the Society notice in writing, by some Member of the Society (whose membership has not lapsed) of her/his intention to propose such person for election and also notice in writing, signed by the person to be proposed of her/his willingness to be elected.
 - (vi) The Executive Committee shall have power at any time to fill a casual vacancy in its number but the person so chosen shall be subject to retirement at the same time as if he had become a member of the Executive Committee on the day on which the person in whose place he is appointed was last elected.
- (b) The Executive Committee shall also function as The British National Committee of the Association Internationale des Etudes Byzantines.
 - (d) The quorum at any meeting of the Executive Committee shall be five members of the Executive Committee present throughout the meeting.
3. The duties of the Executive Committee shall include:
- (a) Liaison with the Association Internationale des Etudes Byzantines and its commissions, appointment of delegates to its reunions, and of representatives to other relevant national and international meetings.
 - (b) The appointment of a Publications Sub-committee, a Bulletin Sub-Committee, a Development Sub-committee and a Membership Sub-committee, each of which shall consist of three members of the Executive Committee and not more than three other members of the Society; and the appointment of such other Sub-committees (of which half the membership shall consist of members of the Executive Committee) as they may think fit. The members of each Sub-committee shall hold office for such term or terms, (not exceeding five years) as shall be determined by the Executive Committee at the time of their appointment.
 - (c) The collection of the Society's subscriptions and allocation of the Society's resources and such funds as the British Academy, other institutions or persons may from time to time allot to the Society or to the British National Committee of the Association Internationale des Etudes Byzantines, in furtherance of the objects of the Society.
 - (d) The preparation of the agenda for General Meetings of the Society.
 - (e) Administrative and financial control of the affairs of the Society.

- (f) Appointment of the Editor of the Bulletin, and of a Membership Secretary and of such officers (paid or unpaid) as shall from time to time be thought fit.
- 4.
- (a) The duties of the Publications Sub-committee shall include:
 - (i) The publication of the proceedings of the annual symposium sponsored by the Society;
 - (ii) The publication or sponsorship of other works within the field of the objects of the Society.
 - (b) The duties of the Bulletin Sub-committee shall include the oversight of the publication of the Bulletin and a Newsletter and advising the editor on format, content and possible contributors.
 - (c) The duties of the Development Sub-committee shall include the supervision and promotion of the activities and events of the Society, including the annual Symposium, study-tours, professional meetings, post-graduate meetings and museum openings.
 - (d) The duties of the Membership Sub-committee shall include the maintenance and analysis of membership records of the Society, the monitoring of the collection of the Society's subscriptions and the attraction of new members.
 - (e) Each Sub-committee shall determine its own procedure but shall be accountable to the Executive Committee and shall provide a periodic report on its activities to the Executive Committee. Each Sub-committee may co-opt up to three additional members of the Society, but such co-opted members shall not be entitled to vote at meetings of the Sub-committee.

VI Patrons

1. The Society at any Annual General Meeting may on the proposal of the Executive Committee elect as Patron or Patrons of the Society one or more persons who have significantly supported or advanced the aims and objects of the Society.
2. A Patron shall be elected for life but she/he may resign the office.
3. A Patron shall be an Honorary Member of the Society.

VII Officers and Trustees

1. There shall be a President of the Society who shall be elected at an Annual General Meeting of the Society and who may be elected to hold office for life or for any lesser period.

2. (a) Each holder of the offices of President, Chair and Treasurer shall become a Vice-President of the Society for a term of five years from the date of ceasing to hold such offices respectively.
- (b) Vice-Presidents of the Society shall be entitled to receive notice of and to attend meetings of the Executive Committee and shall be entitled to speak but not to vote at such meetings.
3. (a) There shall be a Chair, an Honorary Secretary and a Treasurer of the Society who shall be elected at Annual General Meetings of the Society to hold office for terms of not more than five years at the expiration of which they shall be eligible for re-election.
- (b) The terms of office of the Chair, the Honorary Secretary, the Treasurer, the Chair of the Publications Sub-committee, the Chair of the Development Sub-committee and the Chair of the Membership Sub-committee shall be such that (subject to paragraph (c) below) not more than two of these six offices falls to be filled at any one Annual General Meeting.
- (c) In the event of a casual vacancy in any of the offices of Chair, Honorary Secretary or Treasurer, the Executive Committee shall nominate one of its members to hold that office until the next Annual General Meeting when an election shall be held, but the person then elected shall hold office only for the remainder of the term of office of the person in whose place she/he is elected, but shall be eligible for re-election.
4. The Trustees of the Society shall be the Chair, the Treasurer and the Honorary Secretary for the time being.
5. All monies received for the Society shall be paid into a Bank account or accounts in the name of the Society at a Bank to be determined by the Executive Committee.
6. The Trustees shall invest in their names any moneys not required for the immediate purpose of the Society in securities in which trust money may be by law invested, with power from time to time to transpose such investment.

VIII Amendment

Any amendment to this Constitution shall require a majority of three-quarters of the members present and voting at a General Meeting of which notice has been given, in the manner herein before prescribed, setting out details of the proposed amendment, but so that no alteration shall be made to the Constitution which would make its objects not exclusively charitable or the funds and assets of the Society applicable otherwise than for exclusively charitable purposes.

IX Dissolution

If the Executive Committee shall decide by a three-quarters majority of its members present and voting at a meeting thereof that the Society should be dissolved, an Extraordinary General Meeting shall be convened in the manner hereinbefore prescribed, and if at such meeting it shall be determined by a three-quarters majority of those present and voting that the Society shall be dissolved, any property of the Society that may remain after satisfaction of all its debts and liabilities shall not be paid to or distributed among the members but shall be given or transferred to some other charitable institution or institutions having objects as nearly as possible similar to the objects of the Society, as shall be determined by the members at such General Meeting as aforesaid.