



Constitution of the Sydney Protein Group

Name

1. The name of the society shall be “The Sydney Protein Group” (hereinafter called “The Group”).

Objects

2. The objects of the Group shall be:

(a) To encourage, stimulate and foster interest in all aspects of proteins amongst interested persons by:

i) The provision of a forum in which research and review papers may be presented for comment, criticism and discussion;

ii) The provision of opportunities for meeting others in related fields of interest and discussing matters of common interest.

(b) To print, publish, issue and circulate such written material as may be conducive to the promotion of the objects of the Group.

Application of Income

3. The income and property of the Group shall be applied solely towards the promotion of the objects of the Group and no portion thereof shall be paid or transferred directly or indirectly to members of the Group.

Membership

4. Any person with an interest in the study of proteins shall be eligible for membership.

Annual Subscription

5. An annual subscription which shall be determined at the annual general meeting of the Group shall be payable by all members on the 1st day of January in each and every year. Annual subscriptions shall be paid to the Treasurer.

Annual General Meeting

6. The Annual General Meeting of the Group shall be held once a year as required. The day and time for the holding of the Annual General Meeting shall be determined by the Committee.

The yearly accounts made up to and ending the 31st day of December shall be submitted to the Annual General Meeting and such meeting shall be competent to entertain and transact any business of the Group.

Special General Meetings

7. The Committee may, wherever it is considered necessary for a special purpose, and shall, upon requisition in writing of not less than six members, call a Special General Meeting and such Special General Meeting will be held within a month of the Secretary receiving the requisition herein referred to. The requisition shall state the purpose for which the meeting is to be called and no other subject shall be discussed at the meeting.

Convening of meetings

8. At least 14 days notice in writing of general meetings shall be given by posting a copy of the notice in a conspicuous place and posting a copy to each member at his address. Such notice shall state the time, place and nature of the meeting and shall set forth the nature of the business to be transacted. No business other than that of which notice has been given herein provided shall be conducted at such meeting.

Procedure at meetings

9. At all general meetings the President shall be chairman and in his absence the Secretary or such member as is appointed by the committee. At such meetings each member present and not in arrears with his subscription or any other amount due to the Group shall have one vote and in the event of an equal number of votes being cast for and against a motion the chairman shall have a casting or second vote. Voting shall be by a show of hands or if required by any members by ballot.

Quorum

10. At all general meetings the quorums shall be ten members present and entitled to vote.

Management

11. The management of the Group shall be vested in the Committee consisting of not less than three members of the Group. The President, Secretary and Treasurer shall be ex-officio members of the Committee.

Election of Officers

12. Any two members may in writing nominate another member as an Office Bearer. Such nominations shall be made aware to the Secretary at least 24 hours before the Annual General Meeting. Each Officer Bearer shall hold office until the third Annual General Meeting next after the date of his or her election but is eligible for re-election.

Casual Vacancies

13. The committee shall have power to appoint members to fill casual vacancies in any office. All office bearers elected pursuant to this clause shall retire at the next Annual General Meeting.

Secretary's duties

14 a) The secretary shall:

- keep a faithful record in a book of the business transacted at all meetings.
- keep a copy of this constitution.
- present a report to the Annual General Meeting.
- perform all duties imposed by the committee.
- be generally responsible for the proper performance of all duties by group members.

14 b) The Membership Officer shall keep a list of the names, addresses and other relevant details of all members.

Treasurer's duties

15. The Treasurer shall receive and disburse the monies of the Group as authorised by the committee. He shall keep correct accounts of all such transactions and shall lodge in an approved bank all monies received by him and shall present at each meeting of the Committee a financial statement to date together with the bank documents and shall present a report and audited account to the Annual General Meeting. Cheques drawn on the bank account shall be signed by the Treasurer and by another office bearer. No cheque shall be drawn nor any payment made without the authority of the Committee.

Committee meetings

16. The Committee of the Group shall meet at least once in every three months to conduct and arrange the affairs of the Group. The quorum at such meetings shall be three members. Minutes of the proceedings of Committee Meetings shall be kept and shall be open for inspection by any member of the Group. The Committee may from time to time for such purposes as it may think fit appoint one or more of its members as a subcommittee.

Financial year

17. The financial year of the Group shall end on the 31st day of December.

Indemnity of Office Bearers

18. Office Bearers of the Group who by authority of the Committee accept or incur any pecuniary liability on behalf of the Group shall be held indemnified by the Group against any personal loss in respect of such liability.

Equity and Diversity Statement

19. The Group is committed to achieving balance across gender, geography and experience in all aspects of the Group. The Group will endeavour to support equity and diversity, whenever possible, at sponsored conferences, events and representation on committees associated with the Group. To achieve this, the Group shall:

- use data collected during registration and abstract submission to ensure diverse and gender balanced panels and speakers at Group-sponsored events.
- ensure appointment of committee members that is consistent with the gender balance of our membership.
- be proactive and encourage diversity and gender balance at events our Group members are invited to, and participate in.

Amendment of constitution

20. No repeal, amendment or addition to the Constitution shall be made except by resolution at a general meeting. A resolution to repeal, amend or add to this constitution must be passed by a two-thirds majority of the members present at the meeting and entitled to vote.

Dissolution

21. If upon the winding up or dissolution of the Group there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Group, but shall be given or transferred to some other institution having objectives similar to the objects of the Group, and which shall prohibit the distribution of its income and property among its members to an extent at least as great as is imposed on the Group under clause “Application of Income” hereof, such institution to be determined by members of the group at or before the time of dissolution and if effect cannot be given to the foresaid provision, then to some charitable object. The Sydney Protein Group is an affiliated Special Interest Group of ASBMB Incorporated.