

Reading Pathological Society

Rules

Section 1 Name and Objects of the Society

1. The Society shall be called:

The Reading Pathological Society

The Reading Medical and Chirurgical Society founded in 1824 was incorporated with the Reading Pathological Society in 1898

2. The aims of the Society shall be to foster professional and Society relations between hospital doctors, general practitioners, allied health care professionals workers, medical researchers and students working towards careers in health and research in the area.
3. The ordinary business of the Society shall include discussion of pathological medical surgical and historical subjects as well as innovative research for the betterment of human health.
4. The Society shall maintain a library of medical and kindred works including the proceedings of the Society

Section 2 Constitution and Offices

1. The officers shall consist of a President, Immediate Past President, Secretary, Treasurer, Postgraduate Clinical Tutor, Assistant Secretary, and other posts to be decided here.
2. Any member of the Society shall be eligible for the post of President. The office of President shall normally be held for one year. The President shall be installed at the Annual Business Meeting of the Society or at the final meeting of the academic year or at any dinner following such a meeting if held.
3. Future Presidents shall be nominated by Council and shall be elected at the Annual Business Meeting whereupon they become President-elect.
4. At the end of their term of office, the President becomes immediate Past President. On retirement from active practise, past Presidents shall in addition become Honorary members.
5. Other officers of the Society shall be elected annually or every two years as decided by the Council. The Council shall have the powers of filling for the current year any vacancies that may occur in any of the offices of the Society between one Annual Business Meeting and another. The post of Assistant Secretary may be filled or left vacant at the discretion of the Council. All other posts must be filled. The Honorary Secretary and the Treasurer shall be eligible for election for a maximum consecutive period of five sessions. Whilst the Treasurer is usually eligible to serve for five sessions, this can be extended for a further two sessions
6. The Council shall consist of officers of the Society with usually two General Practitioners, two consultant members elected at the Annual Business Meeting. Latter representatives may serve for a maximum consecutive period of five sessions.
7. Council shall meet at least three times each session, ordinarily in November, February and May. Extra meetings of Council may be called at the discretion of the President. At least seven days' notice of meetings together with circulation of the agenda, shall be given. The agenda shall be prepared by the Honorary Secretary in consultation with the President.

Section 3. Membership

1. Ordinary membership will be open to hospital doctors, general practitioners, allied health care professionals workers, medical researchers and students working towards careers in health and research. Applications for membership shall be considered by the Council who may delegate to one or more offices.
2. Non-members including locum consultants, junior hospital staff , assistant registrars in general practise and others in the area of medicine and science shall be welcomed to attend meetings of the Society.
3. The Council shall have powers of nominating for election Honorary members.
4. Members taking up their residence abroad may, on the nomination of the Council, be elected Honorary corresponding members of the Society.
5. Council shall have the power of nominating for election Associate Society members. Such nominees shall be people as Society with the medical profession and research in the Reading area but who do not hold a medical or dental qualification. Associate Society members shall have the same rights as ordinary members. Council shall have the power of nominating for election Honorary as Society members.
6. The method of election of Honorary members, Honorary Corresponding members and as Society members shall be in accordance to Section 3 paragraph 1.

Section 4 Annual subscription

1. The annual subscription for ordinary, as Society and senior members shall be decided by Council and submit it for approval to the Annual Business Meeting. The subscription shall be payable on admission annually in advance.

Section 5 Retirement or Expulsion of Members

1. Any member of the Society may retire from the Society after giving a months' notice of his or her intention to one of the Secretaries in writing and paying whatever contribution may be due to the Society.
2. Any member neglecting to pay his or her subscription for two years, and having been twice appraised thereof by the Treasurer, shall be reported to him or her to the Society at the Annual Business Meeting at or after which he or she may be declared no longer a member of the Society.
3. Anyone who has ceased to be a member of the Society by resignation or the non-payment of subscription, may be proposed for re-election in accordance with rule 3 Section 1, if desirous of rejoining the Society.
4. The Council have the power to suspend membership.

5. The expulsion of a member can only take place at a special general meeting of the Society, convened for the purpose of considering the matter. Five members shall form a quorum. 3/5 at least of the members present must vote for the expulsion to make it effective. Of such a meeting, at least 14 days' notice shall be given to all members of the Society.

Section 6 Meetings of the Society

1. Meetings of the Society shall take place as determined by Council. A notice of each meeting stating the agenda shall be sent by mail or electronically to each member at least three days beforehand. Members may choose to have their agenda sent by e-mail, in which case dispatch of the e-mail to the address held on the Society shall for the purpose of any all the rules may be regarded as sufficient. The Chair shall be taken by the President or immediate past President or President-elect.

2. The meeting in autumn shall be called the Annual Meeting at which the oration shall be delivered. No minutes shall be read and no general business conducted at this meeting. The orator shall be elected as an Honorary member forthwith.

3. There shall be an Annual Business Meeting a date to be decided by Council, at which officers and Council for the ensuing year shall be elected.

4. The date, time and venue of the meeting, and the programme of the forthcoming sessions shall be decided by Council. Council shall propose a draught programme and instruct the President-elect and or the Honorary Secretary to invite speakers as chosen. The programme should be completed at the May meeting of Council and submitted for approval to the Annual Business Meeting.

5. The order of business at ordinary meetings shall be:

- i. Minutes of previous meetings shall be read, except in the autumn meeting when the minutes of both the Annual Business Meeting and annual meeting shall be read and matters arising from the minutes
- ii. admission of new members
- iii. general business
- iv. the paper or subject or subjects for discussion

6. The agenda for each meeting shall be prepared by the Honorary Secretary and circulated to the members of the Society by methods detailed in section 6 paragraph 1.

7. A special meeting of the Society shall be called at the request of Council, or on the request in writing to the President, signed by no less than 10 members and stating the objects of the meeting. Of such meetings, at least 14 days notice shall be given to all members of the Society.

8. Members when speaking shall address the chair.

9. No member shall introduce any subject for discussion that is not on the agenda. Any member wishing to introduce a subject for discussion, shall make written request to the Secretary so that it can be considered as an agenda item at future meetings.

Section 7 The Library

- 1 The Honorary librarian and Honorary Consulting librarian, and any library committee formed shall have the general supervision of the library volumes using a separate Reading Pathological Society Library Bank Account.
2. The Honorary Librarian and Honorary Consulting Librarian shall be responsible for liaison with the relevant NHS library service and with the relevant NHS administrative body regarding maintenance and use of the library suite.
3. At the Annual Business Meeting of the Society the Honorary librarian shall present a written report to the society

Section 8. Reports of the Society

1. The minutes of every meeting shall be recorded by the Honorary Secretary or the Honorary assistant Secretary. They shall be signed by the President or vice President in the chair at the next meeting except the Annual Meeting. A fair copy of the duly signed minutes shall be kept for binding at times determined by Council.
2. A copy of the minutes of the Annual Business Meeting shall be sent with the agenda of the November meeting to each member of the society.
3. The minutes of each meeting of Council shall be recorded by the Honorary Secretary or the ordinary assistant Secretary, and signed by the President or vice President at the meeting of Council. A fair copy of the duly signed minutes shall be kept for binding at times determined by Council
4. A copy of the minutes of the meetings of Council should be sent to each member of Council not less than seven days before the next meeting of Council.
5. Copies of minutes of meetings and of counsel shall be kept annually in the library.
6. Archives and non-current meeting books shall be kept in the library.

Section 9. Finances and the Dr le Marquand's bequest fund

1. The society shall have absolute discretion in investing its monies.
2. The choice shall be vested in the Honorary Treasurer, and two trustees normally the President and immediate Past President.

Section 10. The Dinner

1. The annual dinner shall be held the evening of the annual meeting.
2. The guest of honour shall be the Orator

3. The venue and the time of the dinner shall be decided by Council or delegated to one or more of the officers.
4. The menu cost of tickets toasts and speakers and invitations to official guests shall be decided by Council, or delegated to one or more of the officers.
5. A notice shall be sent to all members, not less than 21 days before the dinner
6. All non-official guest shall usually be members of a learning profession

Section 11. The rules

1. These rules may be added or mended at an ordinary meeting when due notice has been given or through executive decision by the Council. Such alterations shall require confirmation at the Annual Business Meeting or at a special meeting called for the purpose.
2. When any changes made to the rules and confirmed at the next Annual Business Meeting or at a Special Meeting, the Honorary Secretary shall send a copy of the new or amended rules to each of the members.
3. The book of rules shall be reproduced at the discretion of Council. When the rules have been reproduced a copy will be sent to each member of the society.
4. All new members shall be given a copy of the rules upon election.