

## **GEOLOGISTS' ASSOCIATION**

**RULES [published as paper copy in 2006 along with a list of Members, past Presidents etc]**

### **1. NAME**

1.1 The Society shall be called THE GEOLOGISTS' ASSOCIATION.

### **2. OBJECTS**

The objects of the Association shall be:

2.1 To promote the study of Geology and its allied sciences by holding Ordinary Meetings for the purpose of hearing lectures and encouraging discussion among Members, and by arranging Field Meetings; to extend knowledge of the science by demonstration and publication, by the maintenance of a library, and by such other means as the Council may from time to time determine.

2.2 To promote interest in Geology at all levels of knowledge.

2.3 To promote awareness of our geological heritage.

### **3. MEMBERSHIP**

3.1 The Association shall consist of Full, Associate, Joint, Student and Honorary Members.

#### **3.2 FULL MEMBERS**

Full Members have the right of attending and voting at all Meetings of the Association; of proposing candidates for election to the Council; of serving, if elected, on Council or in any other Office of the Association; of bringing non-members to Ordinary and Field Meetings; of using the Library; and of receiving by post such publications as Council may from time to time decide.

#### **3.3 ASSOCIATE MEMBERS**

Associate Members shall pay a Subscription at a reduced rate and shall have the rights of Full Members, except that they shall not be entitled to receive the Proceedings of the Association.

#### **3.4 JOINT MEMBERS**

Two or more individuals living at the same private residential address may apply for Joint Membership. They shall pay a Joint Subscription and shall have the same rights as Full Members but they shall receive jointly only one of each of such publications as Council may from time to time decide.

#### **3.5 STUDENT MEMBERS**

Individuals who have not yet reached their nineteenth birthday or who are in full-time education may apply for Student Membership. They shall pay a reduced Subscription but shall have the same rights as Full Members.

#### **3.6 HONORARY MEMBERS**

Persons of eminence in geological science, or who have done some special service for the Association, may be recommended by the Council for election as Honorary Members at the Annual General Meeting. They shall be exempt from paying a Subscription but shall have the same rights as Full Members. The number of Honorary Members shall not exceed twenty five.

### **4. ADMISSION AND REMOVAL OF MEMBERS**

4.1 Every candidate for admission to Membership of the Association shall complete an application form and return it together with the appropriate Annual Subscription to the Association's office.

- 4.2 A candidate applying for Membership shall be considered by the Council at its next meeting following receipt of the completed application form accompanied by the first Annual Subscription and shall be proposed for admission at the following Ordinary Meeting.
- 4.3 If there is an objection to the admission of any candidate to Membership, the candidate may reapply for admission at a subsequent Ordinary Meeting.
- 4.4 Any Member whose conduct is, in the opinion of Council, prejudicial to the interests of the Association, may be removed from the Association by Council. Such action shall require a vote of a two thirds majority of the Council members present at a meeting, the agenda for which shall carry the item "Removal of a Member". No Member may be so removed unless prior notice has been sent to that Member of the intention of the Council to proceed against that Member under this Rule and of the nature of the charges made against that Member; opportunity shall be afforded to that Member to answer the charges, and to explain the conduct objected to, in advance of that Council meeting.

## **5. LOCAL GROUPS AND AFFILIATES**

- 5.1 Where at least twelve Members of the Association resident outside central London organise their own meetings, the Council may, in response to a written request from such a group, recognise it as a Local Group of the Association.
- 5.2 An Affiliate shall be a properly constituted Society, or other group recognised by the Council as having interests consistent with the Objects of the Association and seeking Affiliate status.
- 5.3 Affiliates shall be required to pay an administration fee to be determined from time to time by the Council.
- 5.4 Each Local Group and Affiliate shall have the right to receive two copies of the Circular and such other benefits as the Council may from time to time determine.

## **6. ANNUAL SUBSCRIPTION**

- 6.1 Full, Associate, Joint and Student Members shall pay an Annual Subscription at such rates as shall be determined from time to time at the Annual General Meeting or at a Special General Meeting called for the purpose.
- 6.2 The Annual Subscription for the year commencing 1<sup>st</sup> January shall become due on the previous 1<sup>st</sup> November; or, in the case of candidates for Membership, at the time of their application for Membership.
- 6.3 Any Member whose Annual Subscription has not been received by 1<sup>st</sup> April of the year for which the Subscription falls due shall forfeit the right to receive the Association's publications. If such a Member shall seek restoration to the list of those who receive publications, the Member shall be required to pay a restoration fee to be determined from time to time at the Annual General Meeting or at a Special General Meeting.
- 6.4 Members in arrears of more than twelve months with their Annual Subscription shall be removed from the list of Members.
- 6.5 The Council may at its discretion exempt a Member from Annual Subscriptions.

## **7. MANAGEMENT**

- 7.1 The management of the Association shall be vested in a Council normally consisting of twenty four members. These shall include the following Officers: President, Treasurer, General Secretary, and up to three Vice-Presidents.
- 7.2 The Council shall be elected annually at the Annual General Meeting when the Members present shall vote on a list of candidates who shall have been nominated in accordance with these Rules.
- 7.3 The Vice-Presidents shall be nominated by the President in consultation with the other Officers and Council.
- 7.4 The person nominated as Senior Vice-President shall, upon election, in the first instance, serve in that capacity for one year and in the ensuing year shall normally become President. The President shall normally serve for not more than two years and upon retiring from the Office of President shall normally become the Senior Vice-President for one further year after which the next Senior Vice- President shall be elected . The other Vice-Presidents shall normally serve for not more than two years.
- 7.5. Members of Council shall normally serve for three years (unless they are performing specific functions designated by Council) and upon retiring shall not be eligible for re-election as Ordinary Members of the Council for at least one year.

- 7.6. The new Council shall normally contain at least four Members who were not Members of the Council during the preceding year.
- 7.7. At least four months before the Annual General Meeting there shall be circulated to Members a list of the Members of Council retiring, those remaining, and the proposed Officers, together with a notice inviting nominations to fill the expected vacancies on the Council. Alternative nominations for Officers shall be invited.
- 7.8. Each nomination must be supported by at least three Members of not less than one year's standing and accompanied by a brief statement on the nominee and by the nominee's written consent. Nominations must reach the General Secretary by 31<sup>st</sup> January.
- 7.9. No Member may support more than four candidates.
- 7.10. After receiving nominations from Members, the Council may make such additional nominations as it thinks fit.
- 7.11. If no more than twenty four candidates are nominated and the list be in accordance with these Rules, a copy of such list shall be circulated to Members at least fourteen days before the date of the Annual General Meeting and the candidates shall be declared duly elected at the Annual General Meeting.
- 7.12. If more than one candidate be nominated for any Office, or if more than twenty four candidates be nominated in all, then an election shall be held by circulating to Members at least fourteen days before the date of the Annual General Meeting a ballot paper containing a list of all the nominees. Signed ballot papers returned to the Association's office by Members unable to be present at the AGM, by noon of the day of the AGM shall be incorporated with those votes of Members present at the AGM. The combined votes shall be counted by Scrutineers who shall be Members nominated by Council but shall not themselves be members of Council or candidates therefor.
- 7.13. If any difficulty should arise in constituting the new Council in accordance with these Rules, the President's decision shall be final, provided that in no case shall the President declare elected more than twenty Members who were Members of the Council during the preceding year.
- 7.14. The Council shall have power to fill any vacancies which may arise in the Council until the next Annual General Meeting. The Council shall also have power to co-opt additional Members as required for any particular purpose until the next Annual General Meeting.
- 7.15. At meetings of the Council eight Members shall form a quorum.
- 7.16. The Council may form Committees as it considers desirable and such Committees may include Members not on Council.
- 7.17. Minutes shall be kept of all Meetings of the Council and its Committees. Members of the Association have the right to view all the minutes on application to the GA Office.
- 18.1. A report on the general progress of the Association during the preceding calendar year shall be agreed by the Council and shall be circulated to Members before the day of the Annual General Meeting.

## 8. FINANCES

- 8.1. The Funds of the Association may be invested in such securities as may be authorised by law as trustee investments, but without restriction as to the proportion invested in wider range securities as defined in the Trustees Investments Act 1961. The Council may authorise the formation of an investment group of at least three persons, of whom one shall normally be the Treasurer, to take decisions about the purchase and sale of investments.
- 8.2. The Association may be dissolved by a resolution by a two-thirds majority of those present and voting at a Special General Meeting convened for the purpose of which 21 days notice shall have been given to the Members. Such resolution shall give instructions for the disposal of any assets held by or in the name of the Association, provided that if any property remains after the satisfaction of any debts and liabilities such property shall not be paid to or distributed among Members of the Association but shall be given or transferred to such other charitable institution or institutions having objects similar to some or all of the objects of the Association as the Council may determine and if and in so far as effect cannot be given to this provision then any such remaining property shall be given or transferred to such other charitable institution or institutions or for such other charitable purpose or purposes as the Council shall decide with prior consent from the Charity Commission.
- 8.3. The Accounts of the Association shall be made up to the 31st December in each year and shall be audited by a firm of Chartered or Incorporated Accountants appointed annually by Council. The audited financial statement shall be included in the Annual Report and circulated to Members before the day of the Annual General Meeting.

## 9. MEETINGS

- 9.1 The Meetings of the Association shall be Ordinary Meetings, Field Meetings, Annual General Meetings and Special General Meetings.
- 9.2 Ordinary Meetings shall normally be held on the first Friday in the month, but not normally in the months of August and September. The Council shall fix the hour and may alter the day of the Meeting.
- 9.3 The Annual General Meeting shall be held at such hour before the Ordinary Meeting in May as the Council shall appoint or as near thereto as conveniently may be for the purpose of the receiving from Council its Annual Report on the general progress of the Association and the audited financial statement, of electing Officers and Council for the ensuing year, and of transacting such other business as is provided by the Rules of the Association.
- 9.4 Special General Meetings shall be held as Council determines, or within a reasonable time following receipt by Council of a requisition signed by not less than twelve Members. In either case a printed notice giving the date and the object of the Special General Meeting shall be published in the Circular not less than fourteen days before such Meeting; and no business shall be considered at such Meeting except that for which it was convened.
- 9.5 Field Meetings shall be organised as the Field Meetings Secretary determines. Each Field Meeting shall normally be conducted by a Director to whom responsibility shall normally be delegated by the Field Meetings Secretary.
- 9.6 At all meetings of the Association, other than Field Meetings, fifteen shall be a quorum. Where a vote is to be taken, the President or Chairman shall have the right to determine the method of voting. Minutes shall be kept of the Ordinary Meetings, Annual General Meeting and Special General Meetings of the Association.

## 10. LIBRARY

- 10.1 Members are entitled to borrow books from the Library of University College London with which the Library of the Association has been incorporated by Agreement. Regulations governing the privileges are laid down by the Library Committee of the College.

## 11. RULES OF THE ASSOCIATION

- 11.1 A copy of the Rules of the Association and of the Regulations of its Special Funds, Awards and Medals shall be sent to each member after election.
- 11.2 No Rule of the Association, or Regulation of the Special Funds, Awards or Medals of the Association shall be altered except by a majority of votes of members present and voting at a Special General Meeting convened for that purpose.

### **FOULERTON AWARD**

1. The recipient shall be a Member of the Geologists' Association.
2. The award shall be open to all Members without distinction as to age, sex or profession.
3. The award shall be made for work done during the recipient's period of membership.
4. The award shall be for work of merit connected with the Association. It is not desirable to limit the interpretation of this rule to work done in any special area or in any special branch of geology. The recipient may qualify by work in the preparation and publication of Papers, the arrangement and reporting of Excursions, the preparation of Lectures, Demonstrations, etc.
5. As far as possible the award shall be made to encourage future, as well as to recognise past, work.
6. It is desirable that the award shall be given as a rule to promote good amateur work.
7. No award shall be made to a Member of Council.
8. The award may be given to two or more Members.
9. In any year a part of the available funds may be withheld at the discretion of the Council.

10. At the October meeting of Council, the President shall invite members of Council to nominate suitable candidates for the award, all suggested names to be given to the General Secretary not later than the December meeting of Council. Following the deadline for the submission of nominations, the Medals and Awards Committee shall meet before the February meeting of Council to discuss the nominations and to recommend one or more members to receive the award. The recommendations of the Medals and Awards Committee shall be presented for approval at the Council meeting in February. Council shall determine the amount of the award.

#### **HALSTEAD MEDAL**

1. The Medal to be made of bronze and known as the Halstead Medal shall be for work of outstanding merit, deemed to further the objectives of the Association and to promote Geology.
2. The award shall be open to Members of the Association and non-Members alike without restriction as to country, age, sex or profession.
3. No award shall be made to a member of Council.
4. Nominations for the award of the Medal shall be invited in the September Circular and at the October Ordinary Meeting. All nominations must reach the General Secretary before the December meeting of Council.
5. Following the deadline for the submission of nominations, the Medals and Awards Committee shall meet before the February meeting of Council to discuss the nominations and to recommend a person to receive the Medal. The recommendation of the Medals and Awards Committee shall be presented to the February meeting of Council.

#### **HENRY STOPES MEMORIAL FUND**

1. The income of the Fund shall be once in three consecutive years at the disposal of the Council for the defrayment of the cost of a medal or medals and for the provision of a gift towards the cost of preparing and delivery of a lecture.
2. The medal to be made of bronze to be called the Henry Stopes Memorial Medal and to be awarded for work on the Prehistory of Man and his geological environment, to any Member of the Geologists' Association or other person without restriction as to country or sex, preference being given to non-professional work.
3. The medallist to be invited to deliver a lecture to the Association on his or her work or on some aspects of the subject thereof and for this lecture he or she shall be given such a sum as Council may determine out of the accumulated income available at the date of the award of the medal.
4. The delivery of the lecture shall not be obligatory and if for any reason the lecture be not delivered then the available accumulated income or such part thereof as the Council may determine shall be transferred to the capital of the fund and invested.
5. The lecture shall be called the Henry Stopes Memorial Lecture in announcements and so entitled if published.
6. Nominations for the award shall be invited in the September Circular and at the October Ordinary Meeting of the Association. All nominations must reach the General Secretary before the December meeting of Council.
7. Every Member of the Association shall be entitled to nominate one person, or two persons jointly.
8. Following the deadline for the submission of nominations, the Medals and Awards Committee shall meet before the February meeting of Council to discuss the nominations and to recommend a person or persons to receive the Medal. The recommendation of the Medals and Awards Committee shall be presented at the February meeting of Council.
9. In the event that the person nominated by the Committee is unacceptable to Council, the names of all the nominated persons shall be submitted to a direct vote by Council.
10. Two medals for joint work may be awarded on one occasion and a joint invitation to lecture shall be sent; but only one lecture shall be delivered. In such case if the lecture delivered be prepared jointly by the medallists the gift shall be divided between them in equal shares, but if that is not the case it shall be awarded to the lecturer.
11. The desire of the Council to offer the award shall be communicated to the intended recipient or recipients in the form of an invitation to accept, and no public announcement shall be made until the award has been accepted. The medal shall be presented at the Annual General Meeting.

12. No member of Council shall be eligible for the award.

## **THE RICHARDSON AWARD REGULATIONS**

1. The Award is established in the names of Doris Maud Richardson, John Victor Richardson and James Alfred Richardson and is to be known as THE RICHARDSON AWARD.
2. The Award shall be made only to members of the Geologists' Association, and shall be open to all members without distinction as to age, sex or profession.
3. No Award shall be made to a member of Council.
4. The object of the Award is to recognise an important research project within the geosciences, and the Award shall be made for the best research-based paper in each annual volume of the *Proceedings of the Geologists' Association*.
5. At the December meeting of Council, the President shall invite members of Council to nominate papers to receive the Award; nominations to reach the General Secretary by 31st January. Following the deadline for the receipt of nominations, the Medals and Awards Committee shall meet before the February meeting of Council to discuss the nominations and to recommend a paper to receive the Award. The recommendation of the Medals and Awards Committee shall be presented at the February meeting of Council.
6. In the case of a paper having a single author, the Award shall take the form of a certificate and a portion of the income of the Fund to be determined by the Medals and Awards Committee.
7. In the case of a paper having more than one author, each author shall receive a certificate, and a portion of the income of the Fund to be determined by the Medals and Awards Committee and to be divided equally between or among the authors.

## **THE G.W. YOUNG GEOLOGICAL INVESTIGATION FUND**

1. The name of the Fund be "The G.W. Young Geological Investigation Fund".
2. The object of the Fund is to provide grants towards the cost of investigating important or scientifically interesting geological sections. The term "investigating" is interpreted in a broad sense to include researches into the palaeontology, stratigraphy, petrology or tectonics of the sections investigated, and particularly the cost of excavations for these purposes.
3. No portion of the Fund shall be used for making any grant or award in the form of medals or other marks of honour, nor shall it be used for the purchase of microscopes or other laboratory or field equipment. Grants will not normally be made towards the cost of subsistence and like expenses.
4. Grants shall be made only to Members of the Geologists' Association, and shall be open to all Members without distinction as to age, sex or profession.
5. No grant shall be made to a Member of Council.
6. A grant may be made to two or more Members jointly.
7. The Fund shall be administered by Council, who shall, from time to time, by notices in the Circular and elsewhere, make known the existence of the Fund and the amount of income available, and invite applications for grants from the Fund. The Council shall decide the grant or grants, if any, to be made, and may attach conditions to grants.
8. Reports of progress shall from time to time be made to the Council by the person or persons to whom grants are made. When the investigation is completed a final report shall be submitted, with a view to its publication in the Proceedings, if deemed suitable by Council. In appropriate cases the results of the investigation should also be demonstrated at a Field Meeting of the Association.
9. In the event of the results of the investigation being published, whether in the Proceedings or elsewhere, an acknowledgement shall be made in such publication that the investigation has been aided by a grant made from "The G.W. Young Geological Investigation Fund" by the Geologists' Association.
11. The Council may, from time to time add to or vary these Regulations so long as such additions, or variations, are in accordance with the terms of Mr G.W. Young's will.

### **THE MIDDLEMISS FUND**

1. The object of the Fund is to support students undertaking geological fieldwork.
2. Preference will be given to work on the Cretaceous Period
3. Grants may be made to Members of the Association or non-Members.
4. No grant shall be made to a Member of Council.
5. The existence of the Fund shall be advertised from time to time in the Circular, inviting applications for grants from the Fund
6. Council shall decide the grants to be made and may attach conditions to such grants.

### **THE CURRY FUND OF THE GEOLOGISTS' ASSOCIATION**

1. Management of income from the Fund shall be in the hands of a Committee appointed by and responsible to Council; such Committee shall be separate from the Investment Committee. It shall have equal status with the other main Committees of Council and shall meet and report to Council independently and on a regular basis.

2. Disposal of income shall be consistent with the maintenance of the capital value of the Fund in real terms.

3. All expenses related to the management of the Fund and its income shall be paid from the Fund.

4. The Objects of the Fund shall be:

(a) To provide support for Geological Publication (including film, video and television productions). Such support shall be available both for publications of the Association; and for publications of other organisations.

(b) To provide support for Geological Conservation. Such support shall be available to organisations (other than the Association) undertaking purchase of geological sites for purposes of conservation; to organisations undertaking the clearance, maintenance and recording of sites; and to museums responsible for the curation of geological material.

(c) To provide contingency funding, either to supplement support provided in accordance with (a) and (b) above or, to support such other initiatives and developments as Council may think fit, including awards to individuals.

5. Income available in any year but unexpended in that year shall be available for disposal in the following year

6. Subject to the terms of regulation 2, the income of the Fund shall normally be allocated in approximately three equal parts to each of the three objects set out in 4a-c above.

7. No regulation of the Fund shall be altered except by a majority of votes of the Members present and voting at a Special General Meeting convened for that purpose.

8. The motion passed at a Special General Meeting on October 5<sup>th</sup> 2001 that up to 25% of the income in that year from the invested capital of the Curry Fund can be spent on specific GA activities approved by Council.

### **THE WILLIAM BAKER – MURIEL ARBER FUND (As approved by Council 2005)**

1. The object of the Fund is to support geological fieldwork.

2. Grants may be made to Members of the Association and non-Members alike.

3. No grant shall be made to a Member of Council.

4. The existence of the Fund shall be made known from time to time by notices in the Circular inviting applications for grants from this Fund.

5. Council shall decide the grants to be made and may attach conditions to grants.

## **REGULATIONS FOR THE JAPEC FUND OF THE GEOLOGISTS' ASSOCIATION**

1. The capital sum shall be invested and the income from the investment shall be used to promote the Objects of the Fund.
2. The use of the income from the Fund shall be managed by the Council of the Geologists' Association and shown as a separate item in the accounts at the end of each year and the Fund shall form a separate Restricted Fund within the accounts of the Association - The JAPEC Fund.
3. Disposal of the income shall be consistent with the long-term maintenance of the capital value of the Fund in real terms.
4. All expenses related to the management of the Fund and its income shall be paid from the Fund.
5. The Objects of the Fund shall be to defray the cost of events at which the principal aim is to promote the study of Geology in all its aspects:
  - I. Among young people, and
  - II. Among the Local Groups and Affiliates of the Association.
6. Income available in one year, but unexpended in that year, shall be available for disposal in the following year.
7. No Regulation of the JAPEC Fund shall be altered except by the majority of votes of the Members of the Geologists' Association present and voting at a Special General Meeting of the Association convened for that purpose.

## **ROCKWATCH REGULATIONS**

- I. Rockwatch is the name of the junior part of the Geologists' Association.
2. The object of Rockwatch is to promote interest in Geology through understanding and enjoyment among young people between the ages of 8 and 16, by arranging indoor and field meetings and through publication, and by such other means as Council may from time to time agree.
3. Management of Rockwatch shall be in the hands of the Rockwatch Management Committee appointed by and responsible to Council. This Committee shall have equal status with the other Committees of Council and shall meet and report to Council on a regular basis.
4. Funds designated for the management and development of Rockwatch shall form a separate Restricted Fund within the accounts of the GA - The Geologists' Association Rockwatch Fund.
5. All expenses related to the management and development of Rockwatch shall be paid from the Geologists' Association Rockwatch Fund. This Fund shall be used for no other purpose.
6. Members of Rockwatch shall pay an annual subscription to be determined from time to time by the Rockwatch Management Committee.
7. Members of Rockwatch shall have the right to attend meetings of Rockwatch and to receive such Rockwatch publications as the Rockwatch Management Committee shall from time to time make available.
8. No Regulation of Rockwatch shall be altered except by a majority of the Members of the Geologists' Association present and voting at a Special General Meeting of the Association convened for that purpose.