

## ASSOCIATION FOR VETERINARY SOFT TISSUE SURGERY

### CONSTITUTION

(April 1995)

1. **Title:**

The Association shall be known as the Association for Veterinary Soft Tissue Surgery

2. **Objectives:**

The objectives of the Association shall be to promote the study and development of veterinary soft tissue surgery in small animal species

3. **Membership:**

- a. Membership of the Association shall be open to members of the veterinary and medical professions including veterinary students and veterinary nurses, and to other suitably qualified workers who are interested in the above aims.
- b. Applications for membership of the Association must be *made to the Administrator, and shall be accepted without proposal or seconding by existing members of the Association.*

4. **Officers:**

The Officers of the Association shall be past non-Officer members of The Executive Committee unless exceptional circumstances exist:

a. The President

The President shall be elected for a two-year period and shall be eligible for immediate re-election once only, such that the maximum uninterrupted period any person can remain as President is four years. Past-Presidents may be re-elected as President after a two-year period has elapsed. If The President is unable to be present at a particular meeting of the Association a temporary Chairman shall be appointed for that meeting

b. The Honorary Secretary

The Honorary Secretary shall be elected for a two-year period and will be eligible for re-election for a further two-year period. Beyond this, the Honorary Secretary, if consenting, may continue to be re-elected should no other candidate be forthcoming. In the event of there being no candidate for this role, the President shall appoint a temporary Secretary until the next Annual General Meeting

c. The Honorary Treasurer

The Honorary Treasurer shall be elected for a two-year period and will be eligible for re-election for a further two-year period. Beyond this, the Honorary Treasurer, if consenting, may continue to be re-elected should no other candidate be forthcoming. In the event of there being no candidate for this role, the President shall appoint a temporary Treasurer until the next Annual General Meeting

The President shall be responsible for nominating a temporary Honorary Secretary or Treasurer in the event of the indisposition of one of these officers

**5. Executive committee:**

- a. The Executive Committee shall consist of the President, Honorary Secretary, Honorary Treasurer and four other individuals elected from the membership (this includes past Presidents, past Secretaries and past Treasurers). The four non-Officer members of the Executive Committee shall be elected for a two-year period and will be eligible for re-election for a further two-year period
- b. The Committee shall have the power to co-opt further members or to set up sub-committees for special purposes, provided that if these members of sub-committee are to continue to serve in the next year they shall be submitted to the Annual General Meeting for approval and election by the Association
- c. The AVSTS Administrator shall be selected by the Officers, who must ensure their suitability for the role. The Administrator is to be paid by the Association to coordinate the Executive committee and perform all administrative tasks required to ensure the successful running of the Association, for an appropriate rate with an RPI increase yearly. Any changes to this rate must be agreed by a two-thirds majority of members present at the Annual General Meeting. The Administrator's role shall be terminated at their request, or by a two-thirds majority vote by members at the Annual General Meeting or a Special General Meeting called by members for this purpose. The Honorary Secretary will fulfil the role of AVSTS Administrator until a suitable replacement candidate can be found.

**6. Elections:**

Nominations for the election of Officers and the Organizing Committee must be proposed and seconded and have the consent of the nominees. Any necessary elections shall be held at the Annual General Meeting

**7. Subscription:**

- a. The amount of the annual subscription for the succeeding year shall be reviewed annually by the Honorary Treasurer and approved by the Annual General Meeting
- b. Subscriptions shall be due immediately following the Annual General Meeting, or in the case of new members, upon election
- c. Members whose subscriptions are more than two years in arrears shall cease to be members
- d. The onus is with the individual member to maintain his or her subscription
- e. Should the Association be declared insolvent, all members shall be held to be equally responsible for the Association's debts, up to a maximum sum of twice the annual subscription per member

**8. Meetings:**

- a. Ordinary General Meetings shall normally be held not less than twice yearly
- b. The Annual General Meeting of the Association shall be held not less than nine months and not more than fifteen months after the previous Annual General Meeting. The business shall include:
  - i. The minutes of the previous AGM
  - ii. The President's report
  - iii. The Honorary Secretary's report
  - iv. The Honorary Treasurer's report
  - v. Reports from any sub-committee

- vi. Election of Officers and Committee Members
  - vii. Appointment of Honorary Auditor
  - viii. Confirmation of the date and place of the next A.G.M.
  - ix. Any other business
- c. Special General Meetings shall be called by the President whenever he or she shall think fit, or convened by the Honorary Secretary on the instruction of the Executive Committee or on receipt of a request made and signed by at least six members, stating the subject intended for discussion. The S.G.M shall be held not later than twenty-one days after receipt of such instructions or request. No business shall be transacted at a Special General Meeting other than that for which the meeting has been called
- d. At the Annual General Meeting or at any Special General Meeting the necessary quorum shall be forty members or 40% of the Association's membership, whichever is the greatest

**9. Visitors:**

Members may normally introduce visitors to any Ordinary General Meeting, but one of the Officers should be notified

**10. Constitution:**

- a. A copy of the Constitution shall be available to any member on request from one of the Officers
- b. No alteration shall be made to these rules except by a two-thirds majority of those members present at the Annual General Meeting (or any Special General Meeting) of the Association, and then only if notice of intention to alter the rule or rules concerned has been given in advance

**11. Affiliation with other Societies:**

The Association may elect to enter into an affiliation or to other suitable relationship with other Societies having aims and objectives related to those of the Association.