

REVISED CONSTITUTION AND BY-LAWS OF  
*The Royal Astronomical Society of Canada*

APPROVED BY GENERAL COUNCIL NOV. 5, 1943.

CONSTITUTION

ARTICLE I. NAME

The Society shall be called the Royal Astronomical Society of Canada.

ARTICLE II. HEADQUARTERS

The Executive Headquarters of the Society shall be located in the City of Toronto.

ARTICLE III. OBJECTS OF THE SOCIETY

The objects of the Society shall be:

(a) To study Astronomy, including Astrophysics, Geophysics and such cognate subjects as shall be approved by the Society; and to diffuse theoretical and practical information with respect to such subjects.

(b) To publish from time to time the results of the work of the Society; and

(c) To acquire and maintain a Library and other property which may be desired for carrying into effect the objects of the Society.

ARTICLE IV. OFFICERS OF THE SOCIETY

The officers of the Society shall consist of an Honorary President, a President, a First Vice-President, a Second Vice-President, a General Secretary, a General Treasurer, a Librarian and a Recorder.

ARTICLE V. GENERAL COUNCIL, EXECUTIVE COMMITTEE

The Officers, the Editor (chosen according to By-law X), and twelve additional elective members, together with the two immediate past Presidents, and the elected presiding officer for each Centre organized as hereinafter provided for in Article VII, shall form the General Council which shall have general charge of the affairs of the Society.

No member shall be eligible for election to the same office, or as an elective member, of the General Council at more than three consecutive annual elections, provided however that this limitation shall not apply to the offices of General Secretary, General Treasurer and Librarian.

In order to carry on the routine business of the Society or to meet any emergency which may arise when the General Council is not in session, there shall be an Executive Committee consisting of the President (who may delegate some member of the General Council to act in his stead), the General

Secretary, the General Treasurer and two other members of the General Council to be chosen at its first meeting of the year. Any action taken during an emergency shall be reported at the next meeting of the General Council and shall be specified in the notice calling such meeting. The quorum of the Executive Committee shall be three.

#### ARTICLE VI. ELECTION OF GENERAL COUNCIL

The Officers named in Article IV and the twelve additional elective members of the Society who serve on the General Council shall be elected at the Annual Meeting of the Society.

An official ballot paper shall be mailed to each member of the Society one calendar month prior to the Annual Meeting. Each such ballot paper shall contain one or more names proposed by the General Council for each vacancy, as well as the names of any who may have been nominated by five members in good standing at least two weeks before the issue of the ballot papers; with blank spaces in which the voter may substitute other names; and, to be valid, the envelope containing the ballot must, when returned, bear the signature of the voter and must be received by the General Secretary before the time of closing the poll at the Annual Meeting.

In case of an equality of votes for any office the members present at the Annual Meeting shall choose between the two candidates having the highest number of votes.

Should an office for any reason become vacant or should any elected member of the General Council die or resign before the expiration of his term, the vacancy for the unexpired portion of the term shall be filled by vote of the General Council.

#### ARTICLE VII. CENTRES OF THE SOCIETY

When at any place or within any area in Canada a sufficient number of members of the Society desire to organize a Centre of the Society for the purposes stated in Article III, and to hold meetings thereafter, the General Council, upon the request of the said members, may authorize the formation of such a Centre.

The governing body of each Centre shall adopt its own constitution and by-laws which shall be in conformity with those of the Royal Astronomical Society of Canada and shall be submitted to the General Council for its approval.

Each local Centre shall be under the control of the General Council, which shall make an annual appropriation for its use and benefit. The meetings of the Centre shall be known as Meetings of the Royal Astronomical Society of Canada.

A Centre may own a library, an observatory, instruments or other property; and the Centre alone shall be responsible for its property.

## ARTICLE VIII. AMENDMENTS TO CONSTITUTION AND BY-LAWS

The Constitution of the Society may be amended at the Annual Meeting; and due notice of any proposed amendment must, after authorization by a majority of the General Council, be sent to every member of the Society at least one calendar month before the date of voting. Such amendment to be adopted must receive at least two-thirds of the votes cast (in person or by mail). The said vote shall be enclosed in an envelope bearing the signature of the voter and must be received by the General Secretary before the counting of the votes at the Annual Meeting.

When any important measure affecting the policy or welfare of the Society is presented to the General Council, supported by five of its members or five members of the Society in good standing, such measure shall be submitted by mail to every member of the General Council for action thereon; and a majority vote of the members of the General Council shall be necessary to secure the recommendation or adoption of such measure.

All amendments to the By-laws shall be subject to the same conditions as those governing changes in the Constitution, but they may be made not only at the Annual Meeting but at any time when found expedient.

### BY-LAWS

#### I. MEMBERSHIP

The membership of the Society shall comprise two classes:

- (1) MEMBERS, including a sub-class of JUNIOR MEMBERS; and
- (2) HONORARY MEMBERS.

Persons may be elected Members as provided in By-law II(a) or (b), printed below. They shall be listed either as attached to the local Centre of their choice, or as Unattached Members. Members making application in writing may be transferred by the General Council from one list to another.

Junior Members shall be limited to

- (a) Full-time students at any educational institution,
- (b) Other persons under twenty-one years of age.

The manner of their election, their fees (subject to the provisions of By-laws IV and XIV) and their privileges shall be determined entirely by the Council of the Centre to which they are attached. Junior Members shall have no votes at any Society election.

Honorary Members shall be selected in recognition of scientific attainments of the highest order. They shall be chosen as prescribed in By-law III. At no time shall there be more than fifteen Honorary Members. Provision for an Honorary President is made in Article IV of the Constitution. Honorary Members shall pay no fees and have no votes.

## II. ELECTION OF MEMBERS

(a) *Election of Members and Junior Members attached to Local Centres.* Persons desirous of being proposed for membership shall be recommended by at least two members of the Society of a Local Centre. The proposal and recommendation shall be read at a meeting of the Local Centre of which the candidate seeks membership in the Society, and the election may take place at that or any subsequent meeting thereof. To be elected, the candidate must receive at least two-thirds of the votes of the members present, whereupon he, or she, shall become a member of the Society and shall be attached to the Local Centre at which he, or she, has been elected.

(b) *Election of Members unattached to any Local Centre.* Persons desirous of being proposed for membership in the Society, but without being attached to a Local Centre, shall be recommended by at least two members of the Society. The proposal and recommendation shall be read and election shall take place at any meeting of the General Council. Voting shall be by ballot; and, to be elected the candidate must receive at least two-thirds of the votes of the members of the General Council present at the meeting thereof.

(c) Upon payment of fees, the Treasurer of the Local Centre in the case of members and the General Treasurer in the case of members unattached to any Local Centre shall supply the newly elected member with a copy of the Constitution and By-laws of the Society. The Treasurer of the Local Centre shall forward to the General Treasurer the name and address of each new member as soon as his fees are paid.

Every candidate elected to membership shall pay his, or her, fee within sixty days of election, otherwise the election shall lapse and be void.

The General Council shall, upon a two-thirds vote of those present at a lawful meeting of the General Council, have power to remove from membership in the Society any member whenever in its opinion the best interests of the Society shall seem to require such removal.

## III. ELECTION OF HONORARY MEMBERS

Honorary Membership may be conferred as a recognition of scientific attainments of the highest order. Nominations for Honorary Membership shall be made to the General Council by a standing committee consisting of the President (chairman) and the two immediate past Presidents at its meeting in the autumn to nominate members of the General Council for the following year. The reasons for bestowing the honour shall be given in writing by the chairman of the committee. Not more than two Honorary Members may be proposed during any calendar year except on request signed by not less than two-thirds of the members of the General Council. For election, a majority of the votes of the members of the General Council, present or voting by mail, must be favourable. No person shall be elected an Honorary Member without his previously-expressed acceptance of the proposed honour.

#### IV. FEES

The annual fee of a Member shall be payable on the first day of January in each year. The fee shall be two dollars per annum. If the Member is elected before the first day of September the full fee shall be paid; if after that date, one half.

Any Centre desiring the JOURNAL and the HANDBOOK of the Society for its Junior Members shall remit one dollar per year per member to the General Treasurer.

Any Member at any time, all sums then due being first paid, may make a single payment of twenty-five dollars and become a life member. The Society at an Annual Meeting, on recommendation of the General Council, may confer life membership on any Member in recognition of services rendered.

When a Member is one year in arrears in payment of his annual fee the General Council may erase his name from the membership roll.

#### V. MEETINGS OF GENERAL COUNCIL

The General Council shall meet at the Society's Executive Headquarters, on the call of the President. In his absence, or in case of his refusal to act, any three members of Council may issue, or cause to be issued, notices for an emergency meeting. The notices shall state clearly the reasons the councillors have for calling the meeting; and no other business shall be transacted at such meeting than that of which specific notice has been given.

None other than routine or necessary business may be transacted at a meeting of the General Council unless it shall have been explicitly listed in the agenda in the notice calling the meeting. Such notice shall be mailed from headquarters at least fourteen clear days before the date of the meeting, and the notices to members of Council living more than a thousand miles away shall be sent by the fastest form of post. The quorum of Council shall be five.

There shall be two fixed periods for meetings of the General Council: (1) Between 1st and 15th February; and (2) between 1st and 15th November.

#### VI. THE PRESIDENT

It shall be the duty of the President to take the chair at the meetings of the General Society and of the General Council; and in his absence one of the Vice-Presidents or other authorized member shall act in his stead. The President shall not vote at any meeting of the Society or Council, except where a casting vote is necessary to decide a question, in which case he shall give such casting vote.

The President shall ex-officio be a member of every committee of the General Council, and may vote as such member unless he is in the chair, when he shall only exercise the right of giving if necessary a casting vote.

## VII. THE GENERAL TREASURER

It shall be the duty of the General Treasurer to receive all moneys due to the Society, to keep all books pertaining to his office, to make all payments, to prepare the cash and balance sheets and have them duly audited, and generally to act under the instructions of the General Council. He shall make no payment on behalf of the Society unless such payment is first authorized by the Council. He shall, on receipt, deposit to the credit of the Society, in some chartered bank approved by the Council, all moneys which come into his possession as such Treasurer. He shall pay only by cheque, signed by himself and countersigned by another officer appointed by Council.

## VIII. THE GENERAL SECRETARY

It shall be the duty of the General Secretary to conduct the official correspondence of the Society and to report such to the General Council at the first meeting thereafter; and to issue notices calling meetings of the General Society or of the General Council as required.

## IX. THE RECORDER

It shall be the duty of the Recorder to keep accurate minutes of the meetings of the General Society and of the General Council. As soon as possible after each meeting of the General Council he shall send to each of its members a full report of the minutes of such meeting. A record of the minutes of the General Council shall be kept at the Library of the Society.

## X. EDITOR AND EDITING COMMITTEE

The General Council may appoint an Editing Committee of three members, one member of which, to be designated by Council, shall be the Editor. The committee, at the commencement of each year, shall submit a budget of proposed expenditures for that year, and at the end of the year shall make a report to Council of all disbursements.

## XI. THE LIBRARIAN

Subject to regulations approved by the General Council, the Librarian shall have charge of and be responsible for the safe-keeping and proper condition of the books and publications, maps, photographs, and like property of the Society. He shall report the names of publications, donations, etc., received. He shall also have charge of the Exchange List of the Society, and shall oversee the distribution of the Society's publications. The Librarian shall also have charge of any instruments or apparatus possessed by the Society. He shall see that the rules governing the issue and return of books are obeyed, and that any property of the Society which may be loaned shall be returned at the time agreed upon and that any injury to it shall be made good.

## XII. BOARD OF TRUSTEES

A Board of Trustees shall be appointed by the General Council, consisting of three members including the General Treasurer (as Chairman), for the purpose of administering the special funds of the Society and the investment of such funds. This Board shall also have charge of any real property of the Society; and shall make a report of its transactions to the Annual Meeting of the Society.

## XIII. ANNUAL MEETING AND COMMON SEAL

The Annual General Meeting of the Society shall be held between the 1st and the 20th day in January in each year. At this meeting the officers of the Society shall make reports of all their acts during the year.

The Society shall have a common seal approved by the General Council of the Society.

## XIV. REGULATION RELATING TO CENTRES

The annual meeting of each local Centre shall be held before the fifteenth day of December in each year. At this meeting the reports of the Secretary and the Treasurer, duly audited, on the work of the Centre for the year shall be considered; and after approval by the meeting they shall be transmitted to the General Secretary in time to reach him before the 31st day of December.

The fees collected by the Local Centre (except those from the Junior Members) are payable to the General Treasurer. All such fees shall be remitted so as to reach the General Treasurer not later than December 20th of any calendar year.



The  
Royal Astronomical Society of Canada

198 College St., Toronto

December 18, 1943

To the Members:

A year ago the General Council appointed a Committee to study the 35-year old Constitution with a view to proposing amendments made desirable by the increasing growth and greater importance of the Society.

This Committee presented its Report, which was approved by the General Council at its meeting November 5th last.

The Constitution requires that amendments be authorized only at the Annual Meeting of the Society as set out in Article VIII.

A draft copy of the proposed new Constitution, together with a copy of the old one, is enclosed for your careful reading and consideration. Please exercise your privilege and vote on the ballot enclosed.

X opposite the "Yes" if you approve of the changes; or opposite the "No" if you do not.

A two-thirds majority of the votes cast is required by the Constitution.

Yours very truly,

E. J. A. KENNEDY,  
*General Secretary.*