

Constitution of the Auckland Medical History Society

1. The Society shall be called the Auckland Medical History Society.
2. Its objectives shall be to promote an interest in and knowledge of medical history, and to encourage preservation of medical historical archives and artefacts.
3. These objectives shall be pursued by lectures, discussions, exhibitions or any other appropriate means. In such pursuit the Society's funds shall be applied wholly or principally within New Zealand.
4. All persons interested in the history of medicine who apply in writing to the Honorary Secretary and are approved by the Executive Committee of the Society shall become members and shall be expected to pay the annual subscription fee. Members may resign at any time by giving notice to the Honorary Secretary. Any person may be elected to Honorary Membership after a recommendation is made by the Executive Committee, subject to approval at an Annual General Meeting (AGM) or Special General Meeting (SGM).
5. There shall be an AGM at which the Officers of the Society shall be elected. Nominations of the Officers may be received in writing before the AGM or at the meeting. At this meeting the President shall present a report on the activities of the Society, and the Honorary Treasurer shall present the Financial Statements for the previous year. The quorum for an AGM or SGM shall be 20 members present. Except for proposed changes to the Constitution, motions will be resolved by a simple majority of the members present and in the event of a tied vote the President shall cast an additional vote.
6. The Officers of the Society shall consist of a President, an Honorary Secretary, an Honorary Treasurer and an Executive Committee of up to six additional elected members. The Committee may co-opt other members as appropriate. Each of the elected members of the Executive Committee shall hold office for one year and shall be eligible for re-election. The retiring President shall be a member of the Executive Committee for the ensuing year.
7. The Executive Committee shall arrange all the activities of the Society. It shall set the annual subscription fee for the following year subject to this being approved at the AGM. Provided that 21 days notice is given to the members it may call a SGM at any time and shall be obliged to do so if requested by at least five members writing to the Secretary.
8. Nothing shall prevent the Society from making reimbursements, paying remuneration or other benefits or advantages of whatever nature to a member, as long as this is reasonable and does not exceed that which would be normal in the circumstances and provided that the member is not able by virtue of his or her capacity as a member to influence in any way the amount of that remuneration or the nature of that benefit or the amount of that benefit or advantage.


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9. The Executive Committee may open bank accounts in the Society's name and establish such separate accounts and arrange for the investment of money as appropriate. The Committee shall appoint three of its members as cheque signatories and shall authorise at least one of these members to operate the bank accounts electronically. Cheques drawn on the Society's bank accounts shall be signed by any one of the appointed signatories. At each Executive Committee meeting the Honorary Treasurer will provide interim statements of the Society's financial position and financial performance for the current year, and a register of payments made by cheque or electronically, together with suppliers' invoices and properly substantiated claims for reimbursement, for approval by the Committee. Any member of the Society may request the President to initiate an audit of or a review of its financial accounts by an appropriately qualified person.
10. The Constitution of the Society shall not be changed except at an AGM or SGM called for that purpose. The proposed changes must be notified to the members at least 21 days before the meeting. Any change must be approved by two thirds of the members present at the meeting. The provisions and effects of clauses numbered 2, 3, 8, and 11 in this document shall not be removed from it and shall be included and implied in any document replacing this document.
11. If at any time the Society shall be wound up, any assets it may have shall be donated either to the Philson Library of the Faculty of Medical and Health Sciences, University of Auckland for the acquisition of books relating to medical history, or to another New Zealand organisation whose objectives are congruent with those of the Society.

This Constitution was adopted at a Special General Meeting of the Auckland Medical History Society on 1 August 2013

President (signed).......... Neil Anderson

Executive Committee Member (signed).......... Peter Holst