



<http://www.natsca.org>

## The Biology Curator

---

Title: Biology Curators Group Existing Constitution

Author(s): BCG Committee

Source: BCG Committee (2000). Biology Curators Group Existing Constitution. *The Biology Curator*, Issue 19, 5 - 6.

URL: <http://www.natsca.org/article/818>

---

NatSCA supports open access publication as part of its mission is to promote and support natural science collections. NatSCA uses the Creative Commons Attribution License (CCAL) <http://creativecommons.org/licenses/by/2.5/> for all works we publish. Under CCAL authors retain ownership of the copyright for their article, but authors allow anyone to download, reuse, reprint, modify, distribute, and/or copy articles in NatSCA publications, so long as the original authors and source are cited.

#### 9. Election of Officers:

Lyndsey Loughtman from Manchester Museum, who was co-opted by the committee during the year, was duly elected by committee nomination. No other nominations had been received.

#### 10. Any other business:

Websites: ST informed the membership that a BCG website was currently under construction. Any members knowing of or wishing to place links to the website to let ST know.

#### 11. Date & Venue of the next AGM:

This had not been decided at time of meeting, offers of venues from the membership were requested.  
(Oxford - see page 2.- Ed.)

## BIOLOGY CURATORS GROUP

### Existing constitution

1. The name of the group shall be the Biology Curators Group.

2. The aims of the group will be:-

to promote the exchange of information between individuals or institutions concerning the management of biological collections and records, their research, conservation and interpretation;

to present the views of curators of biological collections;

to publish a journal on biology curation on a regular basis.

3. There shall be the following membership categories:-

*Individual membership*, open to any individual interested in the aims of the group;

*Institutional membership*, open to any institution interested in the aims of the group;

*Honorary membership*, for which individuals may be recommended by the committee and approved by an annual general meeting.

Individual and institutional memberships will be granted on application to the committee.

#### 4. Rights of members

4.1. Individual members shall be eligible to:-

attend and vote at all meetings;

receive one copy of each edition of the journal;

stand for election to the committee.

4.2. Institutional members shall be eligible to:-

nominate one person who shall have the right to attend all meetings of the group;

receive one copy of each edition of the newsletter.

4.3. Honorary members shall have the same rights as individual members.

#### 5. Committee.

5.1. The management of the group shall be vested in a committee consisting of the officers and nine committee members.

5.2. The officers of the group shall be the Chairman, Secretary, Treasurer, Membership Secretary and Editor. Any officer may fill more than one of these posts if the committee agrees that it is in the best interests of the group.

5.3. The officers of the group shall be elected at the annual general meeting. They shall serve for three years but will be eligible for re-election to that post at the end of that time.

5.4. Committee members shall be elected at the annual general meeting. They shall serve for three years and shall be eligible for re-election only if there are insufficient nominations to fill the committee posts that would then be vacant. Otherwise they shall be eligible for re-election after one year.

5.5. Nominations for officers and committee members must be supported by two members of the group. Nominations must be received, in writing, by the secretary at least two weeks before the annual general meeting.

5.6. When more than one nomination is received for any officer's post, the election shall be decided by a majority vote at the annual general meeting.

5.7. If more nominations for committee member's posts are received than there are vacant posts, then candidates will be elected in order of the greatest number of votes at the annual general meeting.

5.8. The committee shall have the power to co-opt.

5.9. The quorum of the committee shall be 4 members, or  $\frac{1}{3}$  of the committee, whichever is the greater, one of whom should be an officer.

#### 6 Financial management

6.1. An annual subscription, the rate to be decided at the annual general meeting, shall be levied on all members.

6.2. A bank account shall be maintained by the Treasurer on behalf of the group.

6.3. The committee shall nominate those of its members authorised to sign cheques. Two signatures shall be required for each cheque, one of whom shall be the treasurer.

6.4. No officer or member of the group shall be appointed to a salaried office of the group, receive any benefit in money or money's worth or be interested in the supply of goods or services at the cost of the group.

6.5. An annual statement of the accounts of the group shall be presented to the annual general meeting.

7. Annual general meetings.

7.1. An annual general meeting shall be held in each calendar year.

7.2. Resolutions to be put to the annual general meeting must be submitted in writing to the secretary, to arrive at least four weeks before the meeting.

7.3. An agenda for the annual general meeting shall be circulated to all the members, to be received at least two weeks before the meeting.

7.4. Resolutions to be put to the annual general meeting must have the written support of at least two members of the group.

7.5. Resolutions put to the annual general meeting shall be decided by a single majority vote of the meeting.

7.6. 20 members of the group shall constitute a quorum at an annual general meeting.

7.7. A report of the activities of the group during the preceding year, together with a statement of the income and expenditure of the group, shall be presented to the annual general meeting for its approval.

8. Extraordinary general meeting.

8.1. An extraordinary general meeting shall be called if it has the support of at least one quarter of the voting membership.

8.2. A quorum at an extraordinary general meeting shall be 20 members of the group.

9. Dissolution of the group.

In the event of the dissolution of the group, any net funds and assets remaining after the satisfaction of all

proper debts and liability will be transferred to another body having similar objects.

## ***Draft BCG Constitution for consideration at A.G.M.***

### **1. The name of the group**

*The name of the group shall be the Biology Curators Group.*

### **2. The objects of the group**

*The objects of the group will be:-*

*to raise the standards of curation and conservation of natural science collections.*

*to raise awareness of the scientific and cultural value of natural science collections.*

*to promote the exchange of information between individuals or institutions concerning the management of biological collections and records, their research, conservation and interpretation;*

*to promote good practice in the care of collections*

*to represent the interests of all concerned with the care and management of biological collections;*

*to publish at least annually The Biology Curator (TBC), the official organ of the Biology Curators Group.*

### **3. Membership categories**

*There shall be the following membership categories:-*

*Individual*

*Institutional*

*Honorary life - for individuals who have given outstanding service in the field of biology curation or to the Group. Candidates will be proposed by the committee and ratified at the AGM.*

### **4. Rights of paid-up and honorary members**

4.1. *Individual members shall be eligible to:-*

*attend and vote at all AGMs and EGMs;*

*receive one copy of each edition of TBC;*

*stand for election to the committee.*

4.2. *Institutional members shall be eligible to:-*

*nominate a representative who shall have the right to attend, and to vote at, AGMs and EGMs;*