

Constitution of the Norfolk Fungus Study Group

1 Aims

- To promote an interest in the study of fungi.
- To assist members, and others, in the identification of fungi.
- To keep records of the distribution and frequency of fungi in Norfolk.

In support of these aims the Group will organise forays and other meetings as appropriate.

2 Membership

Open to anyone who supports the above aims. An annual subscription will be charged to cover administrative costs. Guests are welcome at all meetings.

3 Affiliation

The Group will work with, or seek affiliation with, organisations that have similar or complementary aims (e.g. British Mycological Society, Norfolk & Norwich Naturalists' Society).

4 Officers and committee

Chairman	- to chair meetings
Secretary	- to call meetings, maintain database of members and send out communications
Treasurer	- to keep accounts
Foray Secretary	- to organise forays, collect records and pass them on to County Recorder, Norfolk Biological Information Services (NBIS), BMS as appropriate.

A single member may hold more than one of these offices. Up to three additional committee members may be elected to the committee.

Elections for these members to be held at the AGM. Nominations (with seconders) must be made in writing to the Secretary 14 days before. Existing committee members must stand for re-election at the AGM

5 AGM and Committee meetings

The Annual General Meeting (AGM) will normally be held in December or January. An Extraordinary General Meeting (EGM) can be called at any time if not fewer than three members make a written request to the Chairman. At least three weeks notice of agenda of AGM or EGM to be given. All members who have paid their subscriptions are entitled to vote. Quorum for AGM or EGM to be five members. Committee meeting to be called by the Chairman as required with a minimum of four weeks notice.

6 Subscriptions

To be set at AGM. Due on Jan 1st of each year.

7 Changes in constitution

Must be agreed at an AGM or EGM.

8 Dissolution

If the Group ceases to exist any assets will be paid to the Norfolk & Norwich Naturalists' Society.

18 February 2018