

The Royal Society of Queensland

Foreword

The Royal Society of Queensland was inaugurated in January 1884 though it was not until 1885 that royal assent was given to use the name. The Society was born out of the Philosophical Society of Queensland which was founded in 1859, the year Queensland was proclaimed a separate colony. The Philosophical Society of Queensland became amalgamated with the Royal Society in 1884 when its assets and property were handed over to the newly established Society. Members of the Philosophical Society became life members of the new Society.

As the senior scientific organisation in the State, the Royal Society, together with its predecessor the Philosophical Society, has played an important part in scientific thought and endeavour for more than one hundred years. Initially, some volumes of *Transactions* were published, and since 1884 an annual volume of *Proceedings* has been issued containing papers covering a wide field of research. In exchange for the *Proceedings*, the Society receives publications from all parts of the world and has, by this means, formed a very important collection of scientific literature, which is now housed in the Queensland Museum Library.

The aims of the Society are wide. It seeks to further the progress of science by the encouragement of original research and the publication of results. It also has a major role in countering the ill-effects of increasing specialisation: the Society provides a means for both scientists and laymen to meet to keep themselves informed of the many aspects of the current progress in science.

Scientific meetings are held each year covering a wide range of topics. Members and visitors are given full opportunity to participate in discussions arising from the addresses, symposia or exhibits presented at meetings.

Brisbane, August 1988
Amended 24 March 2017

The Royal Society of Queensland

RULES

NAME

1. The name of the Society shall be The Royal Society of Queensland.

OBJECTIVES

2. The Royal Society encourages scientific investigation and the application of science, especially as may be relevant to the State of Queensland, and seeks to improve communication among scientists and the community.

MEMBERSHIP

3. The Society shall consist of Honorary Life Members, Fellows, Life Members, Ordinary Members, and Associate Members.
4. Honorary Life Members are those who, having performed meritorious work in the interests of the Society, have been elected at a Meeting of the Society on the nomination of the Council.
5. Fellows are those who, having made an outstanding contribution to the natural or applied sciences, have been elected by ballot at a Meeting of the Council following recommendation of the Election of Fellows Committee as provided for in Sections 25, 26 and 27.
6. Life Members are such Ordinary Members as have commuted the ordinary subscriptions in accordance with past practice.
7. Ordinary Members are those over the age of twenty-one who have been admitted to the Society at a Meeting of the Council of the Society.
8. Associate Members are persons under twenty-one years of age, or *bona fide* full-time students at a tertiary institution approved by the Council, and proposed and elected to the Society in the same way as Ordinary Members.
9. Deleted.

10. Any person whose application for membership has been rejected may appeal within one month of notification directly to Council which may bring the appeal before a special meeting of the Society.

RIGHTS OF MEMBERS

11. (a) Fellows, Life and Ordinary Members are entitled to be present and vote at all meetings of the Society, to receive post-free the Proceedings of the Royal Society of Queensland, and to enjoy the privileges of membership.
- (b) Upon retirement, or after reaching the age of 65, a Fellow or an Ordinary member of at least ten years' standing may, upon request to and at the discretion of Council, elect to pay an amount equal to one year's Ordinary Subscription. Thereafter the usual privileges of membership except receipt of the *Proceedings* shall be enjoyed.
- (c) Associate Members have the same rights as those referred to in Rule 11(a) and 11(b) except that of voting.

REGISTER OF MEMBERS

12. (a) Council shall cause a register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership and the dates of admission.
- (b) Particulars shall also be entered of resignations, terminations, and re-instatement of membership and any further particulars as Council or the members of any annual, ordinary or special meeting may require from time to time.
- (c) The Register of Members shall be open for inspection at all reasonable times by any financial member who previously applies to the Secretary of such inspection.

TERMINATION OF MEMBERSHIP

13. If a member:
- (a) fails to comply with any of the provisions of these rules,
- (b) conducts himself or herself in a manner considered by Council to be injurious or prejudicial to the character or interests of the Society,
Then Council shall consider termination of membership.

The member concerned shall be given a full and fair opportunity to present his or her case. If Council resolves to terminate membership, the Secretary shall be instructed to advise the member accordingly. The member may within one month after receiving such written notification appeal to a general meeting of members. Notice in writing of the intention to appeal shall be given to the Secretary.

Council shall convene a general meeting within one month of the Secretary receiving a notice of intention to appeal at a time suitable to the majority of members.

At such a meeting the applicant shall be given the opportunity to present his or her case either verbally or in writing or partly by either of these and council shall likewise have the opportunity to resent its case.

The appeal shall be determined by the vote of a majority of the financial members present at that meeting.

Where a person whose membership Council intends to terminate does not lodge a notice of appeal within the time specified by these rules, or appeals unsuccessfully, the membership of that person shall be deemed to be terminated.

DONATIONS AND SUBSCRIPTIONS

14. Subject to the provisions of Rule 11(b) and 11(c), each Fellow and each Ordinary Member shall pay an annual subscription of an amount to be determined from time to time at a Special Meeting held for the purpose according to Rule 40, and each Associate Member shall pay an annual subscription equal to half that of an Ordinary Member. The year's subscription is due on the 1st of January each year.
15. New members shall pay the subscription for the current year within one month after being elected, except that members elected at the last meeting of the year shall not be required to pay the subscription for that year unless they require the publications issued for that year.
16. Members who are over 12 months in arrears will forfeit all membership privileges until the arrears are paid.

PATRON

17. The Governor of Queensland shall, subject to his or her consent, be the Patron of the Society.

COUNCIL

18. The Officers of the Society shall be a President, a Vice-President, the Immediate Past-President, an Honorary Treasurer, an Honorary Secretary, an Honorary Librarian, and an Honorary Editor-in-Chief and an Honorary Editor.
19. The Officers, together with the presidents of other branches *ex officio* and seven other Member of the Society, shall constitute the Council.

20. The Seal of the Society shall be in the custody of the President and shall be affixed by him or her or such persons as may be duly authorised by Council from time to time to such documents which require legal affixation of the said Seal.

ELECTION OF OFFICERS AND COUNCIL

21. The Officers and Council, other than the retiring President shall, after nomination, be elected by ballot at the Annual Meeting or any adjournment thereof; but the office of President or Vice-President shall not be held by the same person for more than two years in succession. At the end of each year the member of the Council who has served longest in a non-office-holding capacity shall retire and shall not be eligible for re-election as a non-office-holding member for the ensuring year. The Officers and Council elected at an Annual Meeting will take up office as from the first day of January of the following year.
22. Nominations for the Officers and Council, signed by a Fellow, a Life or Ordinary member and accompanied by the nominee's written consent to serve, shall be delivered to the Secretary before the Annual Meeting.
23. If the nominations do not exceed the number of vacancies to be filled, the person or persons nominated shall thereupon be declared by the Chairman of the Meeting to be duly elected, but if the nominations are insufficient in number, the incoming Council shall elect the additional Councillors.
24. Each Fellow and each Life and Ordinary Member present, having been furnished with a list of the several nominations, shall vote by secret ballot.

ELECTION OF FELLOWS

25. The Election of Fellows Committee will be responsible for recommending to Council those who meet the requirements for the election to the grade of Fellow.
26. Until such time as the number of Fellows exceeds twenty, the Election of Fellows committee will consist of the President as Chairman and the other Officers of the Society. Thereafter the Honorary Secretary, who shall act as Secretary and Executive member of the election of Fellows Committee, will arrange elections from amongst the Fellows of a Chairman and eight other Fellows to form the Election of Fellows Committee for which a quorum shall be five Fellows and the Honorary Secretary.
27. The Election of Fellows Committee will prepare, for the approval of Council, procedures and guidelines governing the election to the grade of Fellow.

DUTIES OF OFFICERS, COUNCIL AND AUDITOR

28. TREASURER – The Treasurer shall make all payments as requested by the Council and shall maintain appropriate records of all transactions and make these available to the Auditor and upon request to the Council or a Member.

Electronic payments will be made by electronic authority of any two of the members of Council, provided they are authorised to be signatories to the account.

Cheque payments will be made by cheques signed by:

- (i) any two of the members of the Council; or
- (ii) one of the previous office holders and one Ordinary Member authorised by the Council to sign.

(amended 24.3.17)

29. SECRETARY – The Secretary shall attend and take minutes of the proceedings of all Meetings of the Society and council, make the necessary arrangements for Meetings, issue the required notices, despatch the *Proceedings* of the Society to Members and generally transact routine business.

30. LIBRARIAN – The Librarian shall monitor the functioning of the Library and report activities to Council. In addition, the Librarian shall be responsible for reviewing and organising the exchange programme execution.

31. EDITORS – The Editors, in consultation with referees appointed by them, shall report to the Council on all matters for publication. Subsequently they shall take the necessary steps in connection with printing and publication.

32. AUDITOR –

- a. The Auditor will be nominated and chosen by vote at the Annual Meeting.
- b. A person must not be appointed or act as Auditor of the Society if that person is not a qualified auditor or has been disqualified under the provisions of the *Corporations Act 2001*.
- c. The Auditor shall examine on behalf of the Society all books, accounts, and vouchers, and the Treasurer's balance sheet prepared for presentation at each Annual Meeting.
- d. Such review by the Auditor may be conducted only once every two years, with the agreement of the Council.

(amended 24.3.17)

33. COUNCIL – The Council shall supervise the correspondence, receipts, expenditure, and publications, fix the time and place of meetings, and generally manage the affairs of the Society.

FUNDS

34. (a) The income and property of the Society shall be applied in the promotion of the Society's objects.

- (b) The funds of the Society shall be banked and invested in the name of the Society as Council from time to time shall direct.
- (c) Proper books and accounts shall be kept and maintained showing correctly the financial affairs of the Society and the particulars usually shown in books of a like nature.
- (d) All moneys shall be deposited as soon as practicable after their receipt.
- (e) *(deleted 24.3.17)*
- (f) Cheques shall be crossed 'not negotiable' except those in payment of wages, allowances or petty cash recoupments which may be open.
- (g) Council shall determine the amount of petty cash which shall be kept on the imprest system.
- (h) *(deleted 24.3.17)*
- (i) *(deleted 24.3.17)*
- (new h) No dividend shall be paid to, and no income or property of the Society shall be distributed amongst the members.
- (i) Accounts for payment shall be presented and passed by the Council:
 - i. in person at a Council Meeting;
 - ii. at a meeting held using any technology (telephone, video or other forms of instantaneous audio and visual communication); or
 - iii. if the amount is less than 10 times the annual subscription fee, by email correspondence by two of the co-signatories.
- (j) Subject to rule 42(g), electronic payments may be made if the Society's accounts provide the facility to do so.
- (k) Nothing in these rules prevents the Society from making payment in good faith:
 - (i) of reasonable and proper remuneration to any employees of the Society;
 - (ii) to any Member of the Society in relation to any contract, right or claim in which that Member is interested or which arises other than by virtue of the Member's membership of the Society;
 - (iii) of any reasonable interest on any money lent to the Society by any Member of the Society; or
 - (iv) of reasonable or proper rent for premises let by any Member to the Society.
- (l) All monies received by the Society on behalf of a Trust of which the Society is Trustee ('Trust') shall be deposited intact at the earliest possible date to the credit of any bank accounts of the Society in the name of the Trust. Receipts for monies so received shall also be issued promptly.
- (m) The Society must comply with any other relevant provisions in the Trust Deed that relate to the management of funds received by the Society on behalf of the Trust.

(amended 24.3.17)

FINANCIAL YEAR

35. The financial year of the Society shall close on the 30 June in each year.
(amended 24.3.17)

COUNCIL MEETING

36. The Council shall meet at least once every quarter.
- (a) Meetings may be held using any technology (telephone, video or other forms of instantaneous audio and visual communication, or by email correspondence).
 - (b) The Council may adjourn and regulate any Council Meeting as they think fit.
 - (c) Decisions may be made and distributed by email.
- (amended 24.3.17)

VACANCIES IN COUNCIL

37. In the case of a vacancy occurring by the death, resignation, or other cause, of any Member of the Council, the remaining Members may appoint another member of the Society to fill such vacancy, subject to the assent of the Society at the next Ordinary Meeting.

ORDINARY MEETINGS

38. Ordinary Meeting shall be held at regular intervals and place as the Council may appoint.

VISITORS

39. Visitors may attend all ordinary and Annual Meetings and participate in the scientific proceedings.

SPECIAL MEETINGS

40. A Special Meeting may be called at any time by the Council, either at its own instance, or on receipt of a requisition in writing, setting forth in full the object of such meeting, and signed by not less than five members other than Associate Members. On receipt of a requisition, or when instructed by the Council, the Secretary shall give not less than fourteen days' notice of the date and object of the Meeting, and the Meeting shall be held within one month of the date of the receipt of such requisition.

ANNUAL MEETING AND REPORT

41. The Annual Meeting shall be held in each year at a date which is as close as practicable after the end of the financial year, to be determined by the Council.

(amended 24.3.17)
42. The Annual Report of Council and audited financial statements in respect of any year will be presented to members prior to the 31st March of the following year.

QUORUM AND ADJOURNMENT OF MEETING

43. At an Annual or Special Meeting ten members, and at a Council Meeting five Members, shall form a quorum.
44. If within a quarter of an hour after the time fixed for an Annual, Special, or Council Meeting, there be no quorum present, the Meeting shall stand adjourned to a time to be fixed by the Council.

BRANCHES, SECTIONS AND COMMITTEES

45. The council shall have the power to establish Sections or Committees as needed.
46. Members of the Royal Society resident in any region outside the Moreton Region may, with the approval of Council, form a Branch of the Society.
47. A Branch may hold scientific meetings and engage in any other activity consistent with the aims of the Royal Society.
48. A Branch of the Society shall elect such local Officers as it deems desirable for the organisation of the affairs of the Branch.
49. A proportion of the subscription paid by a member of the Society who belongs to a Branch will be paid by the Society to that Branch, the proportion to be fixed from time to time by the Council.
50. A Branch of the Society is authorised to operate a bank account, to which shall be paid all moneys belonging to that Branch. Cheques drawn on this account shall be signed by two of the officers of the Branch. A Branch of the Society shall provide to Council annual reports and audited Treasurer's balance sheets.

RESIGNATION OF MEMBERSHIP

51. Members wishing to resign shall give notice to the Secretary before the 31st of December, but no resignation shall be accepted by the Council until all liabilities of the resigning Member have been paid.

CHANGE TO RULES

52. No charge in the Rules of the Society shall be made except by a resolution carried at a Special Meeting held for that purpose, notice of such Meeting having first been given as required by Rule 40.

AWARDS

53. The Society may from time to time make awards for outstanding contribution in natural or applied sciences to persons who are residents of Queensland or who not being a resident have contributed to the State of Queensland.
54. The nature and condition of such awards will be determined by Council and be advertised to all Members.
55. An award will only be made if two-thirds of the Councillors present at a Council Meeting vote in favour of making the award.

DISSOLUTION

56. The Society shall be dissolved
- (a) if the membership is less than three persons; or
 - (b) if a resolution to that effect is carried by a vote of a three-fourths majority of the financial members present at a general meeting convened to consider the question.

The property and other assets of the Society remaining after the payment of all expenses and other liabilities shall be handed over to some other organisation or organisations (having similar or in part similar objects) gifts to which are allowable deductions under the provisions of section 78(1)(a) of the Income Tax Assessment Act as the majority of members present at such a general meeting by resolution may decide.
