

# Constitution of Southampton University Games Society

## **1. Name of Society:**

The name of the society shall be 'Southampton University Games Society'.

## **2. Type of Society:**

Southampton University Games Society is a **Social** society.

## **3. Aims:**

To participate in, discuss and promote game play in any shape or form (unless specifically covered by another club/society, e.g. chess society), throughout the University and, wherever possible, the country: specifically:

- To provide a room for discussion of and participation in games by Society members on a regular basis, and to maintain, manage and expand a library of games and their supplements as best fulfils the need of the Society and its members.
- To organise tournaments and/or maintain leagues in such competitive games as there is sufficient interest at the time.
- To attend national gaming conventions, conferences and tournaments which are in accordance with the above aims, wherever possible.

## **4. Membership:**

### **Full Membership:**

Any registered student shall be eligible to become a Full Member, subject to any subscription payment set down by the committee.

### **Associate Membership:**

Associate Members of the Union may become Associate Members of the Society, subject to any subscription payment set down by the committee. Associate members shall be entitled to full rights and privileges as members except that they may not hold positions on the committee.

## **5. Administration:**

### **Officers**

The Officers of the Society shall consist of:

#### ***i) The President:***

The President is the figurehead of the Society to all external interests. He is responsible for any other tasks which do not come under the jurisdiction of other committee members (see below). The President usually acts as Chairman at meetings of the committee.

#### ***ii) The Treasurer:***

The Treasurer shall maintain the accounts of the Society, which shall be available for examination at the AGM. Any funds spent by the Society must follow Union regulations (as set out in the Constitution and Grant Aid) and be authorised by the Treasurer and the President.

### **iii) The Secretary:**

The Secretary shall keep minutes of Society meetings and activities. These shall be available to the Societies Department Committee. It is the responsibility of the Secretary to deal with and pass on any communications received to the appropriate parties. The Secretary should also organise and maintain a list of all members, which shall only be available to the officers and committee of the Society.

## **Committee:**

The Committee shall consist of the officers of the Society and three additional committee members:

### **i) Vice-president:**

The Vice-president is responsible for assisting the president in organising the society and its committee. He is required to act as Chairman at the Society's Annual General Meeting (see below), and to perform such miscellaneous duties as the President sees fit to delegate to him.

### **ii) Events and Social Secretary:**

The Social Secretary shall be responsible for organising all social events for members, including organising trips to tournaments and conventions.

### **iii) Webmaster:**

The Webmaster is responsible for maintaining the Society's website and computing resources.

## **Society Hand-over:**

Upon election of a new committee, the outgoing committee is responsible for overseeing the hand-over of responsibilities for a minimum of a two week period following the election.

The responsibilities of each outgoing officer are as follows:

### **i) The President:**

The President must ensure that all copies of the society's cupboard keys are given to their new owners, as well as generally overseeing the hand-over of responsibilities.

### **ii) The Treasurer:**

The Treasurer must ensure that the Society's copy of Grant Aid is up to date and that the new officer has all bank account details transferred to him/her, along with all relevant documentation. The Treasurer must also ensure that a budget application for the following academic year is submitted to the Societies Officer before the end of the summer term.

### **iii) The Secretary:**

The Secretary will transfer all minutes and relevant documentation to the new officer. The Secretary will also complete the Society registration and Bunfight stand request for the coming session and pass these to the Societies Officer as soon as possible.

In addition, the Webmaster must ensure that the email list, computing file store, mailing list and other computing resources are transferred to the new owner.

## **6. Meetings:**

### **TGM — Termly General Meeting**

The Society shall hold a general meeting at least once a term, which shall be advertised to Union members.

## **AGM — Annual General Meeting**

- i. The Society AGM shall be held in the latter half of the spring term.
- ii. Notice of the AGM shall be issued at least 14 clear days in advance and advertised to Union members.
- iii. Officers of the Society and committee members shall be elected at the AGM.
- iv. Each member of the committee may be invited by the Chairman to make a short speech concerning his activities during the previous year. The Treasurer must also present the year's accounts for examination if requested.
- v. The Societies Officer shall be invited to the AGM.
- vi. Minutes of the AGM shall be made available at the start of the summer term.

## **EGM — Extraordinary General Meeting**

- i. An EGM can be called by the President, Secretary, or by written application of at least 6 members of the society, together with a written statement of the objects for which the meeting is desired.
- ii. If an EGM is called, the meeting should be held within 7 days, and at least 24 hours' notice must be given to all members.
- iii. At the EGM, no business other than that specified in the written statement shall be discussed.

## **Conduct of Meetings**

- i. Voting: Every member of the Society present at a meeting shall be entitled to one vote upon every voting matter.
- ii. The quorum at all meetings shall be 60% of the full members.
- iii. The Secretary of the Society shall keep minutes of all Society meetings, which shall be available to the Societies Officer and the Societies Department Committee.

## **7. Elections:**

- i. Elections for Society Officers and committee members shall be held at the AGM. The committee shall invite nominations at least seven days before the meeting. Nominations must be given to the President or Secretary before the meeting.
- ii. The elections will be advertised to all Union members.
- iii. Election shall be by a ballot or show of hands, as decided by the Chairman before the election meeting.
- iv. Should there be a tied result then the Chairman may invite the President to make a second, deciding vote in favour of one of the candidates, or may declare the post unfilled.
- v. If a full committee is not elected for any reason, a Secretary shall be elected and he will be responsible for ensuring that elections for the remaining positions are held by the end of the summer term.
- vi. Once a new committee has been elected, the outgoing committee will be responsible for the handover of all duties as detailed in section 5.
- vii. Results of the elections, together with names, student numbers and contact details of those elected, shall be submitted to the Societies Officer within 14 days of the election.

## **8. Constitution Amendments**

- i. Amendments to the constitution shall first be approved by the committee in a general meeting of the Society.
- ii. The committee shall hold a vote to pass any constitutional changes. This shall be done with a ballot or show of hands, at the discretion of the Society and decided before voting begins. Should there be a tie for any reason, the President must make a second, deciding vote.
- iii. An up-to-date copy of the constitution must be kept by the Secretary of the Society.
- iv. Amendments to the constitution must be submitted in writing to the Societies Officer for ratification by the Societies Department Committee.

## **9. Miscellanea**

At no time shall any person be permitted to read the 'Survivor's Guide' and 'Traitor's Guide' from the game *Betrayal at House on the Hill* except under the following circumstances:

- When playing the game, to establish the details of the 'haunt' for that particular game.
- For the purposes of assisting or advising those who are playing the game.
- To clarify or establish details pertaining to a recently played game.

A general meeting of the Games Society approved the above constitution on:

Date: 16<sup>th</sup> April, 2008.....

Signed: Alexander Marshall..... (President)

Stephen Thompson..... (Secretary)