



Cambridge University Wine Society

Constitution (October 2019)

1. The name of the society shall be: “the Cambridge University Wine Society”.
2. The Society’s aims shall be: To hold termly events and tastings to further the appreciation of wine within the University of Cambridge, to enable members to experience a wide range of wine, to promote knowledge of the processes involved in the production of wine, and to enhance understanding of the cultural and social relevance of the production and consumption of wine.
3. Membership of the Society shall be open to all members of the University; other members may be admitted at the discretion of the Committee. The Committee shall have the right to offer free honorary membership and free life membership to any person as it sees fit. It shall not refuse membership on the grounds of race, sex, sexual orientation, religion, political views, or interest in particular wines, but it may expel any member for behaviour likely to bring the Society into disrepute. There shall be an annual fee for membership and discounted two and three year and lifetime membership fees fixed by the Committee. All members shall have full voting rights at Society meetings.
4. Meetings of the Society:
 - a. Ordinary Meetings: tastings and other events shall be held during Full Term, with the majority of events taking place during Michaelmas Term and Lent Term. Tastings and other events shall be also open to non-members. There will be an additional charge for each tasting, which shall be fixed by the Committee. Members shall receive a discount on the ticket price for each event.
 - b. The Annual General Meeting of the Society (AGM) shall be held each year at the end of Easter Full Term. The time and venue of this meeting will be determined and publicised by the Committee at least fourteen Full Term days in advance.
5. Executive Committee:
 - a. The day-to-day management of the Society's affairs shall be in the hands of the executive Committee, which shall be elected at least one week prior to the AGM.
 - b. The Committee shall consist of a President (or Co-Presidents), Secretary, Treasurer, Membership Officer, Events Officer and Website and Ticketing Officer, who shall be elected by the Society’s members as in 5(a). In addition there shall be a Senior Treasurer, who shall be a member of the Regent House, or another person approved by the Senior Proctor. The Senior Treasurer shall be appointed by the elected members of the Committee and shall be *ex officio* a member of the Executive Committee.
 - c. Nominations for the Committee must be submitted to the Secretary at least five Full Term days before the election. Any member of the Society may stand for any Committee post but the majority of the elected members of the Executive Committee must be full-time undergraduate and postgraduate students of the University.
 - d. Candidates for election shall be proposed and then seconded by two other members. Hustings will consist of a written manifesto by each candidate. The election and count shall be conducted

using an electronic secret ballot and the Single Transferable Vote system online on the Society's website. The Committee may at its discretion co-opt additional Committee members to itself where it perceives the need, or to fill vacancies that may arise. The Committee shall not be charged by the Society for attendance of any event, and shall be granted honorary life membership on retirement.

6. Financial Matters

- a. The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds;
- b. It shall be the responsibility of the Junior Treasurer to ensure that monies received are properly accounted for, and that the Society's financial records are kept in good order. In particular, the Junior Treasurer shall ensure continuity of Cambridge resident signatories for any bank accounts held by the Society;
- c. The Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by himself or herself, or by some other person approved under University Ordinances;
- d. The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless he or she has personally authorised such a debt in writing;
- e. For so long as the Society shall be Registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for Registration as a University Society.

7. Amendments to this Constitution may be proposed by any five members of the Society, and must be submitted to the Secretary in writing. No vote on a constitutional amendment shall be valid unless at least one quarter of the Society's membership participates. No amendment to this Constitution intended to remove the position of Senior Treasurer, to alter its prerogatives and duties, or to change the criteria and procedure for the appointment of a Senior Treasurer can be put to a vote without the prior written agreement of the Junior Proctor of the University of Cambridge.

8. Disciplinary Process:

- a. The Society's only disciplinary sanctions are to expel or to suspend a member whose actions are felt to be such as to bring the Society into disrepute, or to adversely affect the smooth running of the Society in a major way. Such expulsion or suspension can only be effected by a majority vote of all Executive Committee members, excluding the Senior Treasurer. In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the Society within 7 days. He/she will not be entitled to any full or partial refund of annual subscriptions.
- b. If the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

9. Dissolution:

- a. The Society may be dissolved at a General Meeting provided that at least 21 days written notice of the intention to dissolve the Society has been given to the members. At least two thirds of those present and voting at the General Meeting must vote in favour of the motion for Dissolution for it to be effective;

- b. Any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to another Registered University Society, or to the Societies' Syndicate.