

## **By-Law IV: Meetings of the Officers**

- (1) The Officers may regulate the proceedings of their Meetings as they think fit, subject to the provisions of these By-Laws.
- (2) The Officers shall meet regularly in Committee, to exercise their collective powers and responsibilities. Such a meeting is called a, 'Meeting of the Officers'.
- (3) Any Officer may request the Secretary to call a Meeting of the Officers. The Secretary must call a Meeting of the Officers if requested to do so by an Officer.
- (4) Meetings of the Officers shall usually be chaired by the President.
- (5) The quorum for a Meeting of the Officers shall be three Officers.
- (6) Every Officer, with the exception of the Chair, shall be entitled to one deliberative vote upon every voting matter. In the case of an equality of votes, the Chair shall have a casting vote.
- (7) Decisions may only be made by at least a simple majority of votes at a quorate Meeting of the Officers.
- (8) There shall be no absentee voting.
- (9) No decision may be made by a Meeting of the Officers unless a quorum is present at the time at which the decision is made. An Officer shall not be counted in the quorum present when any decision is made about a matter upon which that Officer is not entitled to vote.
- (10) Minutes must be taken of all proceedings at a Meeting of the Officers, including the decisions made.
- (11) A Meeting of the Officer may delegate any of the powers or functions to a Sub-Committee of two or more Officers.
  - (a) A Meeting of the Officers may impose conditions when delegating their powers or functions to a Sub-Committee.
  - (b) No expenditure may be incurred on behalf of the Society by a Sub-Committee except in accordance with a budget previously agreed by a Meeting of the Officers.
  - (c) All acts of Sub-Committees must be fully reported to the next Meeting of the Officers.
  - (d) Sub-Committees may regulate their proceedings as they think fit, subject to any procedural conditions imposed by the Officers in accordance with sub-clause (a) of this clause.
- (12) A Meeting of the Officers may resolve to revoke or alter the conditions of a delegation.
- (13) The President may make exercise the collective deliberative and executive powers of the Officers between Meetings of the Officers.