



The Constitution of Hampstead Classical Society

Preamble

This document—written by the sitting President and Vice-President of the Hampstead Classical Society, Alba Miriello and Daniel Liam Richards, should be treated as the Constitution of the Hampstead Classical Society from the moment of its ratification by the Executive Committee on the 3rd April 2023.

1. Name

- 1.1. The name of the Society shall be ‘Hampstead Classical Society’ and shall be abbreviated as ‘HCL’.

2. Mission

- 2.1. The Society’s object is to promote and foster the study of and research in Ancient Philosophy and Classics, broadly understood, in London, United Kingdom. It also aims to foster a culture based on a dialogue between the Western classical tradition and the Eastern cultural tradition.

3. The Executive Committee Positions and Responsibilities

- 3.1. The Executive Committee shall comprise at least the following positions: (i) President, (ii) Vice-President currently also Membership Officer, (iii) Secretary, (iv) Librarian.
- 3.2. The Executive Committee may also comprise the following, as well as other proposed positions that are unanimously agreed upon by the members of the current Executive Committee:
 - (i) Outreach and Democracy Officer
 - (ii) Communications Officer
 - (iii) Events Coordinator
 - (iv) Fundraising Coordinator
- 3.3. The President shall be responsible for the day-to-day running and operations of the Society.

- 3.3.1. The President shall secure hosts for the annual general meeting. Further, the President shall assist these hosts in securing sufficient external funding for these events, to the best of their ability.

- 3.3.2. The President shall have the right to preside at all meetings of the Society and at all meetings of the Executive Committee. Should the President be absent from a specific meeting, the Vice President shall preside over that meeting. In the event of the absence (or decision) of both the President and Vice President from a meeting, the remaining Executive Committee members shall choose – by a simple majority vote – another member of the Executive Committee to chair that meeting.

- 3.3.3. The President shall call a meeting of the Executive Committee once a month. The meeting takes place at the Royal Academy, on the first Saturday of the month from 11 to 12pm. Members of the Committee should attend every meeting, if absent for more than two consecutive meetings their role must be replaced. If absent, in a calendar year, more than 7 meetings, their role must also be replaced as of impediment of the normal function of the society.
- 3.3.3.1. A member of the Executive Committee presents the Vice President with a serious grievance against the President. The Vice President need not invite the President to this meeting and, whether the invitation is extended or not, the President cannot claim any right to preside over the meeting.
- 3.3.4. The Vice President shall serve a one year beginning with their first Executive Committee meeting and ending on the date of a successful election of their replacement. They may not serve more than three consecutive terms in this role.
- 3.4. The Secretary shall oversee the HCL's website and social media presence and shall coordinate with the other members of the committee to help the smooth running of the Society activity of book clubbing.
 - 3.4.1. The Secretary shall serve an ongoing volunteer basis, if they wish so.
 - 3.4.2. The Secretary shall take minutes at all Executive Committee meetings.
 - 3.4.3. The Secretary shall also manage the HCL email and social media accounts, including the official website. .

4. The Election of Executive Committee Members

- 4.1. The Executive Committee of the HCL can at any time decide to implement a membership scheme for the society.
 - 4.1.1. By a *consistent* membership scheme, it is to be understood a membership scheme such that: (i) only a record of all members of the society is in possession of the society; (ii) all members of the society have given their explicit consent to join the association as members; and (iii) each member of the society has ratified their membership within 12 months of joining the society or of their previous membership ratification.
- 4.2. Should a consistent membership scheme for the association, as described in clause 1.1.1, be in place, the Election of Executive Committee members will follow a process known as Annual Election, and will be subject to clauses 4.3-4.3.15. Should the association lack a consistent membership scheme, the Election of Executive Committee members will follow a process known as Committee Appointment, and will be subject to clauses 4.4-4.4.13.
 - 4.2.1. All and only individuals who meet conditions (i) and (ii) as specified in clause 4.3 will be eligible to run for all positions of the Executive Committee.
 - 4.2.2. An Annual Election shall be held within one year of the President assuming their Office, i.e. one year after the President presides over their first Executive Committee meeting.
 - 4.2.3. The Annual Election shall be advertised by the President at least 28 days ahead of the election with nominations to be accepted for each position up to seven days ahead of the election.
 - 4.2.3.1. In advertising the Annual Election, the President must clearly specify which positions would-be candidates can nominate themselves to.
 - 4.2.3.1.1. For all positions of the Committee except those of President and Vice-President, President may advertise a shared office, i.e., allow for two or more individuals to be elected for the same role within the

Committee. This must have been voted and approved in a meeting of the Executive Committee before the Annual Election is advertised.

- 4.2.3.2.** In advertising the Annual Election, the President must clearly specify the means by which would-be candidates shall contact the President in order to nominate themselves. The means must be free, accessible to all interested would-be candidates, and realistic.
- 4.2.3.3.** Six days before the Annual Election, the President shall call a meeting of the sitting Executive Committee to discuss nominations and either accept all nominations or justify the exclusion of nominated would-be candidates, which shall be ratified in the meeting as detailed in clause 1.3.5.
- 4.2.3.4.** Five days before the Annual Election, the President shall advertise all accepted candidates for the positions to all full members of the Association.
- 4.2.4.** In order to be nominated for any position within the Executive Committee, would-be candidates must nominate themselves by contacting the sitting President following the means discussed in clause 1.3.3.2.
- 4.2.5.** The Executive Committee may exclude nominated individuals as candidates for the election of any given position of the Executive Committee in the meeting that must take place six days before the Annual Election, as specified in clause 1.3.3.2.
 - 4.2.5.1.** The exclusion of a nominated individual as candidate for the election requires a clear exposition of the reasons why the individual is excluded, that shall be passed on to the individual themselves after the meeting. These reasons shall never be discriminatory in nature, i.e., an individual cannot be excluded from running for a position on the basis of race, ethnicity, nationality, class, caste, religion, belief, sex, gender, language, sexual orientation, gender identity, sex characteristics, age, health or other status.
 - 4.2.5.2.** The exclusion of an individual from the electoral process must be subject to a voting within the Executive Committee, and approved by at least 2/3 of the Executive Committee members, including members not present in the meeting in which the voting takes place.
- 4.2.6.** In the event of unusually low nominations for a particular position, it shall be the role of the sitting President and the sitting Executive Committee at large to ensure that at least one person (and preferably several), who is eligible according to the regulations of this Constitution, is nominated for each open Executive Committee position.
- 4.2.7.** For an Annual Election to take place, there must be at least one candidate nominated for the three required positions of the Association as delineated at 3.1, namely, (i) President, (ii) Vice President, and (iii) Secretary / Communications Officer. This requirement is waived in the event of a Special Election (as delineated at 4.10).
- 4.2.8.** In the event that only one person is successfully nominated for a position, the role will still be advertised by the President and the candidate will still be required to be voted in democratically according to the regulations of this Constitution.
- 4.2.9.** The Annual Election shall be a democratic election with voting open to all full members of the consistent membership scheme of the Association.
- 4.2.10.** The Annual Election shall be conducted electronically in a secure manner in a way which ensures that each voter is only able to cast a single vote and that the identity of the voter remains anonymized. This electronic means of conducting

the Annual Election must only record the voter's choices for all open positions of the committee.

- 4.2.10.1.** The eligible voter must be given the option of a blank vote for any position open to the election.
- 4.2.11.** The election of all Executive Committee Positions shall follow a simple majority system, where the candidate who wins the most individual votes shall be elected to office. If a shared office has been advertised as open in the election, as detailed in 1.3.3.1.1, the election of the individuals shall follow a simple majority system too, by which the n candidates that win the most votes should be appointed to the n shared positions.
- 4.2.12.** In the event of a tie between two or more members being nominated for an Executive Committee position such that both candidates could equally claim their election to the position, the sitting Executive Committee will hold one run-off election, within seven days of the results being declared from the original election. The sitting President shall advertise this run-off election to all full members of the Association at least five days before the new election.
- 4.2.13.** In the event of a tie in the run-off election, the full sitting Executive Committee shall select the winning candidate for the position via a simple majority vote.
- 4.2.14.** Where an Executive Committee post becomes vacant for any reason – as delineated at 3.12 above – before the Annual Election, the Executive Committee may, at their discretion, either call for a Special Election for that one post, to be conducted exactly according to the rules and regulations of the Annual Election, or leave the post vacant until the next Annual Election.
- 4.2.15.** Each Executive Committee member must, on relinquishing their appointment, promptly hand to their successor in office (or to another member of the Association nominated by the Executive Committee) all official documents and records belonging to the Association, together with (on request from the Executive Committee) any other property of the Association which may be in his or her possession; and must promptly complete any requirements to transfer authority relating to control of the Association's bank accounts and other financial affairs.
- 4.2.16.** All and only individuals who meet the condition specified in 4.1 shall be eligible to run for an Executive Committee position.
- 4.2.17.** The Committee Appointment shall be advertised by the President at least 28 days ahead of the election with nominations to be accepted for each position up to seven days ahead of the election.
 - 4.2.17.1.** In advertising the Committee Appointment, the President must clearly specify which positions would-be candidates can nominate themselves to.
 - 4.2.17.1.1.** For all positions of the Committee except those of President and Vice-President, President may advertise a shared office, i.e., allow for two or more individuals to be appointed to the same role within the Committee. This must have been voted and approved by simple majority in a meeting of the Executive Committee before the Committee Appointment is advertised.
 - 4.2.17.2.** In advertising the Committee Appointment, the President must clearly specify the means by which would-be candidates shall contact the President in order to nominate themselves. The means must be free, accessible to all interested would-be candidates, and realistic.

- 4.2.17.3.** Five days before the Committee Appointment, the President shall call a meeting of the sitting Executive Committee to discuss nominations and either accept all nominations or justify the exclusion of nominated would-be candidates, which shall be ratified in the meeting as detailed in clauses 1.4.4-1.4.4.2.
- 4.2.18.** In order to be nominated for any position within the Executive Committee, would-be candidates must nominate themselves by contacting the sitting President following the means discussed in clause 1.4.2.2.
- 4.2.19.** The Executive Committee may exclude nominated individuals as candidates for the appointment of any given position of the Executive Committee in the meeting that must take place six days before the Committee Appointment, as specified in clause 1.4.2.3.
- 4.2.19.1.** The exclusion of a nominated individual as candidate for the election requires a clear exposition of the reasons why the individual is excluded, that shall be passed on to the individual themselves after the meeting. These reasons shall never be discriminatory in nature, i.e., an individual cannot be excluded from running for a position on the basis of race, ethnicity, nationality, class, caste, religion, belief, sex, gender, language, sexual orientation, gender identity, sex characteristics, age, health or other status.
- 4.2.19.2.** The exclusion of an individual from the electoral process must be subject to a voting within the Executive Committee, and approved by at least 2/3 of the Executive Committee members, including members not present in the meeting in which the voting takes place.
- 4.2.20.** In the event of unusually low nominations for a particular position, it shall be the role of the sitting President and the sitting Executive Committee at large to ensure that at least one person (and preferably several), who is eligible according to the regulations of this Constitution, is nominated for each open Executive Committee position.
- 4.2.21.** The Committee Appointment shall be a democratic election with voting open to all members of the Executive Committee.
- 4.2.22.** The Committee Appointment election shall be conducted electronically in a secure manner in a way which ensures that each eligible voter is only able to cast a single vote and that the identity of the voter remains anonymized. This electronic means of conducting the Committee Appointment must only record the voter's choices for all open positions of the committee.
- 4.2.22.1.** The eligible voter must be given the option of a blank vote for any position open to the election.
- 4.2.23.** The election of all Executive Committee Positions shall follow a simple majority system, where the candidate who wins the most individual votes shall be elected to office. If a shared office has been advertised as open in the election, as detailed in 1.4.2.1.1, the election of the individuals shall follow a simple majority system too, by which the n candidates that win the most votes should be appointed to the n shared positions.
- 4.2.24.** In the event of a tie between two or more members being nominated for an Executive Committee position such that both candidates could equally claim their election to the position, the sitting Executive Committee will hold one run-off election, within seven days of the results being declared from the original election. The sitting President shall advertise this run-off election to all full members of the Executive Committee at least five days before the new election.

5. Changes to this Constitution

5.1. This Constitution shall be fully and legitimately ratified upon being approved by the President and Vice President of the sitting members of the Hampstead Classical Society Executive Committee.

In particular, the President must advertise the proposed changes to the Constitution alongside the original text (if relevant) at least five days before the voting of the ratification.

5.2. All successfully ratified changes to this Constitution, which occur according to the regulations laid out in **5.1 – 5.2.2** above, shall take place immediately upon being ratified.

Hampstead Classical Society 2023