



NOTICE OF A PROPOSED RESOLUTION TO ADOPT A NEW CONSTITUTION AT THE ANNUAL GENERAL MEETING OF THE PIG VETERINARY SOCIETY

The Executive of the Pig Veterinary Society (“PVS”; “the Society”) has completed a review of the PVS Constitution. The main issues addressed in the revised Constitution are:

- A clarification on the objects of the Society to highlight the commitment of the Society to the science of pig medicine and continuous professional development.
- A clarification of membership categories and voting rights. Associate Members and Student Members will not have voting rights. The revisions also make provisions for different categories of Student Members, such as, the online membership agreed at the Extraordinary General Meeting in November 2008.
- Provision has been made for termination or suspension of membership in exceptional circumstances.
- The costs of an annual audit are disproportionate and the accounts will only be subject to an independent audit, if the Executive Committee specifically request an independent audit to be undertaken. An Accounts Report will be prepared by the Honorary Treasurer annually and be submitted for approval at the Annual General Meeting.
- A maximum period of service for officers has been set at nine consecutive years. On retiring the Senior Vice-President shall not be eligible for election to the Executive Committee, except as Honorary Secretary or Honorary Treasurer, until one year has elapsed.
- The Chair of the Publications Committee will now automatically be a member of the Executive of the Society
- The number of ex-officio members that a President may co-opt to the Executive Committee during their term of office will be a maximum of five. Ex-officios must not have been a member of the Committee for the three preceding years.
- Guests may still attend scientific meetings of the Society, provided permission is requested from the President when registering for the meeting but some meetings or part of meetings may be designated as 'open' meetings to which members may invite guests without prior approval.
- Provision has been made for dissolution of the Society in exceptional circumstances.
- The IPVS 98 Fund is officially recognised as a separate fund with specific terms of reference and a structure for management of the funds.
- Members may only represent the Society on official business with the approval of the President.

The membership of the Pig Veterinary Society are invited to attend the Annual General Meeting of the Society at Mercure Holland House Hotel, Bristol on the 20th May, 2009 to vote upon the following resolution: -

to consent to the adoption in its entirety of the revised constitution annexed hereto.

Members are encouraged to read the Constitution and enter into the debate at Bristol.

Stan Done

Honorary Secretary, Pig Veterinary Society

March 2009



Constitution of the Pig Veterinary Society

NAME

1. The association shall be named "The Pig Veterinary Society" (PVS) and shall be a specialist division of the British Veterinary Association (BVA).

OBJECT

2. The Pig Veterinary Society exists to assist its members to care for pigs, through dissemination of knowledge about health, disease, the pig's welfare and its management and to promote study and research in the sciences relating to the health and welfare of the pig. The Pig Veterinary Society also provides a forum for discussion and the exchange of ideas on all matters pertaining to the pig.

MEMBERSHIP

Full members

3. Full membership shall be open to all Veterinary Surgeons, Practitioners and Undergraduate Veterinary Students, where qualifications are acceptable to the Executive Committee.

Honorary members

4. Honorary members may be admitted by invitation of the Society and shall not be required to pay membership fees. Nominations for honorary membership shall be submitted by the Executive Committee for approval at an Annual or Ordinary General Meeting.

Associate members

5. Associate membership shall be open to anyone with relevant interests in the aims of the Society, who holds a degree or diploma acceptable to the Executive Committee. Any material changes in qualifications considered acceptable shall be submitted by the Executive Committee for approval at an Annual or Ordinary General Meeting. Associate membership shall only be by invitation of a full member of the PVS. Associate Members shall receive all the privileges of membership of the Society with the exception of voting rights. The associate membership category shall be reviewed at least every three years.

Retired & Student members

6. Retired membership shall be open to veterinary surgeons who are "retired"; which is to say that they derive no income from their membership of the Royal College of Veterinary Surgeons.
7. Student membership shall be open to undergraduate veterinary students studying in the UK or Eire for a degree registrable with the Royal College of Veterinary Surgeons for membership of the RCVS. Student Members shall receive benefits of membership, the terms of which to be decided by the Executive from time to time. Student Members shall have no voting rights. Subclasses of Student membership may also be enacted by the Executive from time to time to make allowances for the cost of administration, or delivery of services to different groups of Student Members.

Election of members

8. A candidate for membership shall have a proposer and a seconder, both of whom must be Full Members of the Society. Candidates for election must return a completed proposal form accompanied by payment in a suitable form as deemed by the Society. Applications for Associate Membership by non-veterinarians shall include a curriculum vitae of the applicant which shall be circulated to Members of the Executive prior to the Executive Meeting when the application is first considered. If the Executive approves the nomination by a majority vote, the name shall be put before a General Meeting of the Society. Until elected as a Member, the facilities of the category of membership for which they have applied will be accorded to the applicant with the exception of voting rights. The Honorary Secretary shall circulate the names of approved candidates on the agenda of the next General Meeting of

the Society. Election of candidates shall be proposed and seconded by a simple majority. Membership shall not be valid until approved by that meeting and the subscription paid.

9. Full, Retired and Honorary members who do not belong to the BVA, Student Members and Associate members shall not be entitled to vote for the appointment of representatives to the Council of British Veterinary Association or to serve thereon and shall not be eligible to be an officer of the Society but may be elected as members of the Executive Committee. Members elected to the Executive Committee who do not belong to the BVA shall have the right to vote on all matters except those directly pertaining to the British Veterinary Association.

Termination or suspension of membership

10. Membership is terminated if:
 - (a) the member dies;
 - (b) the member resigns by notice in writing to the Honorary Secretary of the Society;
 - (c) the member has failed to pay his subscription for the preceding financial year.
11. The Executive Committee shall have the right to suspend or terminate the membership of any member where the Executive Committee resolves unanimously that it is in the best interests of the Society that his, her or its membership is terminated or suspended. A resolution to remove or suspend a member from membership may only be passed if:
 - (a) the member whose removal is in question and all members of the Executive Committee have been given at least twenty-one days' notice in writing of the meeting of the Executive Committee at which the resolution will be proposed and the reasons why it is to be proposed;
 - (b) the individual member or, at the option of the member, the member's representative (who need not be a member of the Society), has been allowed to make representations to the meeting.
12. Where an individual is suspended from membership the Executive Committee shall specify in advance the proposed terms and/or duration of the suspension. A suspended member will have the right to appeal to a panel of mutually agreed independent persons. After the specified period of suspension a Member can apply to be reinstated.
13. No member of the Society is entitled to any refund of subscription or membership fee on ceasing to be a member for any reason.

FINANCE

14. The funds of the Society shall be administered by an Honorary Treasurer appointed at the Annual General Meeting. The Honorary Treasurer shall receive, for the use of the Society, all money payable to the Society. The Honorary Treasurer shall be deemed to have authority to make all usual payments but shall refer to the President of the Society for authority to discharge accounts which are unusual in their nature or amount. The Honorary Treasurer shall keep account of all such receipts and payments in a manner directed by the Executive Committee. All money received by the Society shall be paid into such Bank as may be decided by the Executive Committee of the Society and in the name of the Society and Honorary Treasurer. All cheques shall be signed by the Honorary Treasurer or Honorary Secretary or by such other persons as the Executive Committee shall decide.
15. An Accounts Report will be prepared by the Honorary Treasurer annually and shall be submitted for approval at the Annual General Meeting. The Honorary Treasurer will be responsible for appointing an independent accountant, not attached to PVS, who will prepare the annual accounts and this appointment shall be submitted for approval at the Annual General Meeting. The accounts shall not be subject to an independent audit, unless the Executive Committee specifically request an independent audit to be undertaken. The annual Accounts and the balance sheet shall be circulated to members attending the Annual General Meeting or be available on request from the Honorary Secretary. All or any of the accounts of the Society shall be open to inspection by any member on written request to the President.

16. An annual subscription shall be paid by each member in advance on the first day of January in each year in a suitable form as deemed by the Society. The amount shall be decided at an Annual or Ordinary General Meeting by a simple majority. Persons joining the association after January shall be liable for a full subscription.
17. Reasonable and proper remuneration or payment to any Officer, Executive Committee, Society member or servant shall be paid out of the Society's funds for any time, travel, accommodation or out of pocket expenses incurred whilst acting on behalf of the Society. Claims shall be made to the Honorary Treasurer with supporting documentation. The rates will be determined annually by the Society's Executive Committee.
18. The income and property of the Society where ever derived, shall be applied solely towards the promotion of the objects of the Society and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the Members of the Society.

OFFICERS OF THE SOCIETY

19. The Officers of the Society shall be the President, Senior Vice President, Vice President, Junior Vice President, Honorary Treasurer and Honorary Secretary.
20. The Officers shall retire from that office after one year, except for the Honorary Secretary and Honorary Treasurer who shall be elected initially for a period of two years and who may be re-elected annually after their initial two year period of office. Officers shall serve for a maximum period of nine consecutive years. The Senior Vice-President shall retire after their term of office and shall not be eligible for election to the Executive Committee, except as Honorary Secretary or Honorary Treasurer, until one year has elapsed.

EXECUTIVE COMMITTEE

21. The Executive Committee of the Society shall consist of the Officers of the Society, the British Veterinary Association representatives, the Chair of the Publications Committee and nine other elected members. The President may co-opt a maximum of five ex-officio members to the Executive Committee during their term of office, subject to approval by Officers and elected members of the Committee.
22. Elected members shall hold office for three years from the date of their election and on retirement they shall not be eligible for re-election for a further period of one year, but they may be eligible for election as Officers. Members shall not be eligible for ex-officio appointment to the Committee in any year if they have been a member of the Committee in each of the three preceding years, but they may be eligible for election as Officers.
23. The Chair of the Publications Committee shall be appointed by the Executive Committee initially for a period of two years and may be re-appointed annually after their initial two year period of office. The Chair of the Publications Committee shall be responsible for appointments to the Publications Committee subject to the approval of the Executive Committee. The Editor(s) of the Pig Journal shall be appointed by the Executive Committee.
24. The Executive Committee shall appoint an Honorary Public Relations Officer each year, who may be re-appointed annually after their initial year of office. The Honorary Public Relations Officer must be a member of the BVA.
25. A quorum at a meeting of the Executive Committee shall be eight members.

Election

26. The election of Officers and Members of the Executive Committee shall take place at the Annual General Meeting each year. Nominations for such elections should be submitted to the Honorary Secretary before or during this meeting and election shall be by ballot. Nominees must have given their consent to nomination and must be proposed by two Members of the Society. Officers and Members of the Executive Committee shall take office immediately after the election.
27. If any Officer or Executive Committee Member prematurely vacates office, an election to fill the vacancy shall be held at the following Ordinary General Meeting; the Member elected shall fill the office for the unexpired term of the vacancy, and shall be eligible for re-election.

28. The Society's representatives to serve on the Council of the British Veterinary Association shall be elected each year at the Annual General Meeting according to the number and tenure as prescribed by the BVA. They may be re-elected.

MEETINGS

29. Ordinary General Meetings of the Society shall be called at the discretion of the Officers and held not less than twice yearly. The Annual General Meeting will normally be held in conjunction with the first Ordinary General Meeting of the calendar year. No business shall be transacted at any general meeting unless a quorum is present. Twenty-one full members of the Society entitled to vote upon the business to be conducted at the meeting shall constitute a quorum.
30. An Extraordinary General Meeting may be called on receipt by the Honorary Secretary or President of a written request giving at least thirty days notice of the proposed date that has been signed by a minimum of ten Members. The request shall state the business for which the meeting is to be called, and the meeting shall deal with no other business other than that stated in the request. At least 30 members entitled to vote upon the business to be conducted must be present at such a meeting to form a quorum.
31. All meetings shall be convened by notice sent to the last known address of each Member not less than three weeks before the meeting.
32. The President shall be Chairman at all meetings. In his absence one of the Vice Presidents shall so act, or, failing them, the members present shall appoint a Chairman from among their number.
33. Matters voted shall be decided by a simple majority of the members present and voting. Voting at meetings shall be by acclamation or show of hands except that the Chairman may order a ballot. The Chairman shall have a casting vote at all meetings.
34. It shall be recognised as within the province of the Chairman to allow, limit or exclude discussion as he thinks fit in the interests of the Society.

Guests and publication of proceedings

35. Guests are welcome to attend scientific meetings of the Society, provided permission is requested from the President when registering for the meeting. Such permission shall not be unreasonably withheld. The attention of guests shall be drawn to the requirements of Paragraph 36.
36. The activities of the meetings and Proceedings of the Society shall be circulated to members only and shall not be reported in whole or in part without the permission of the President. Papers given must not be reproduced or quoted from, except by permission of the author, and a statement to this effect shall be made in the reproduction. This shall not prevent Members attending a meeting from reporting the proceedings of that conference verbally or in writing to fellow colleagues on a private basis.
37. The Executive Committee may arrange, from time to time, meetings to which members may invite guests without prior approval. Such meetings shall be designated 'open' meetings and so described in all announcements. The proceedings of meetings designated 'open' may be reported provided the text of the intended publications are scrutinised by and agreed with the Public Relations Officer.

DISSOLUTION OF THE SOCIETY

38. Should it be considered timely or appropriate the Executive Committee may recommend the dissolution of the Society. If carried by the majority of the Executive Committee then it can then be recommended by the Executive Committee to the next Annual General Meeting. If agreed by a two-thirds majority of members at the Annual General Meeting the Society will then cease to exist.
39. If upon the winding up or dissolution of the Society there remains, after the satisfaction of all debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Society, but shall be transferred to the British Veterinary Association or to one or more institutions having objects similar to the objects of the

Society, each of which has restrictions in its constitution or governing instrument on the distribution of profits and surpluses that are as least as restrictive as those in this Constitution. Such institution or institutions shall be determined by the members of the Society on dissolution. If and so far as effect cannot be given to the aforesaid provisions then such property shall be given or transferred to any Company or charities with the agreement of the majority of those paying membership subscriptions.

IPVS 98 FUND

40. The IPVS 98 Fund is a separate fund entrusted to the Pig Veterinary Society. The general terms of reference for the use of the IPVS 98 funds are that it should “advance education and promote study and research in the sciences relating to the health and welfare of the pig”. The Guardians of the IPVS 98 Fund shall be a Chairman and two/three others appointed annually by the Society's Executive Committee. The President and Vice-President shall also be 'ex officio' Trustees. The Chairman of the Trustees shall be responsible for reporting to the Society's Executive Committee all matters relating to the activities of the IPVS 98 Fund.

GENERAL

41. Members may only represent the Society on official business with the approval of the President.
42. All Members on election shall have access to a copy of this Constitution. Members may request a copy of the Constitution from the Honorary Secretary.
43. No alterations shall be made to this constitution except by a two-thirds majority of those Members present at an Annual General Meeting of the Society, and then only if notice of intention to alter the constitution concerned shall have appeared in the notice convening the meeting.
44. Any matter not provided for in this constitution shall be left to the discretion of the Executive Committee.

Date of revision: 20 May 2009

Signed Honorary Secretary Date: TBC

The following schedules do not form part of the Constitution and are attached for information only.

Schedule 1: Criteria for Associate Membership

- Associate Members must hold a recognised University degree in Animal Science or a related subject.

Schedule 2: Standard Accounting Procedures

- The independent accountant appointed at the Annual General Meeting should send copies of the annual accounts directly to the President and Honorary Secretary as well as the Honorary Treasurer.
- The President should independently verify account balances at least once during his term of office.