

## CONSTITUTION

### 1. NAME

The Society shall be called the Society for Back Pain Research and is hereafter referred to as The Society.

### 2. OBJECTS

- i) The objects of the Society shall be to promote the study of pain in the back (which shall include the neck) and to stimulate research into the causes, prevention, and treatment of pain in the back.
- ii) In furtherance of these objects, but not otherwise, the Society shall have the following powers:-
  - a) purchase, take on lease or in exchange, receive by way of gift, grant or otherwise, hire or in any other manner acquire any real or personal property and any rights or privileges which the Society may think necessary or desirable for the promotion of its objects or any of them, and to construct maintain and alter any buildings or erections necessary or desirable for the work of the Society:
  - b) sell, let, mortgage, dispose of, or turn to account all or any of the property or assets of the Society as may be thought expedient with a view to the promotion of its objects:
  - c) borrow or raise money for the purposes of the Society on such terms and on such security as may be thought fit:
  - d) invest the monies of the Society not immediately required for its purposes in or upon such investments, securities or property as may be determined by the Society.
  - e) To do all such things as are necessary for the attainment of any or all of the above objects.

### 3. MEMBERSHIP

- i) Membership of the Society shall be open to all scientific workers interested in and concerned with the objects of the Society, and shall not be restricted to medically qualified persons, nor restricted to British nationals.
- ii) Membership of the Society shall be in two principal classes:

- a) Honorary Members elected by the Society as a mark of respect in recognition of distinguished contributions to furthering the objects of the Society. Honorary members shall be entitled to attend all meetings and other activities of the Society, but shall not have the rights to vote at business meetings or to receive the particular benefits secured by subscribing to the Society.
  - b) Ordinary Members for whom the general qualifications, privileges, and subscriptions shall be determined by the Society's bye-laws.
- iii) Ordinary members who are in arrears and have been duly notified thereof by the Honorary Treasurer shall, unless immediate payment is made, cease to be a Member of the Society. Ordinary Membership may be restored at the discretion of the Executive Committee on full payment of arrears of subscription.
  - iv) Candidates for all classes of membership shall require nomination in writing by one Ordinary Member of the Society. Proposal forms for this purpose shall be obtained from the Honorary Secretary.
  - v) Lists of candidates for membership, identifying the name of the Ordinary Member making each nomination, shall be published at each meeting of the Society. If no objections are raised, persons nominated shall be deemed duly elected. If objections are raised, election shall be determined by the support of a simple majority of Ordinary Members present after due discussion.

#### 4. **SCIENTIFIC MEETINGS**

- i) An annual scientific meeting shall be held in every calendar year, and unless the Executive Committee otherwise determine, shall be during the last quarter of each year.
- ii) The annual scientific meeting and additional scientific meetings shall be held at the discretion of the Executive Committee, may be arranged in conjunction with other organisations, and may be held in countries other than the United Kingdom.
- iii) The business transacted at scientific meetings shall consist of scientific communications and/or clinical case or other demonstrations. The dates of all scientific meetings for the ensuing year shall be notified to all members at the annual scientific meeting. Formal notice of each scientific meeting, together with a programme for the meeting, shall be sent to all Ordinary Members at least ten days before the scheduled date of the meeting.

#### 5. **BUSINESS MEETINGS**

- i) An Annual General Meeting shall be held on the occasion of the Annual Scientific Meeting, and the business to be transacted shall include:
  - a) consideration of reports from the Executive Committee and the Honorary Treasurer;
  - b) election of new members;
  - c) election of officers and members of the Executive Committee.

The quorum for an Annual General Meeting shall be at least ten SBPR members.

- ii) An Extraordinary General Meeting may be convened by the Executive Committee whenever it thinks fit, and by the Honorary Secretary if so required by the President or within one month from the receipt of a requisition in writing signed by not less than ten Ordinary Members stating the purpose for which an Extraordinary General Meeting is being requisitioned. The Quorum for an Extraordinary General Meeting shall be at least ten members.
- iii) Ordinary Members may move formal resolutions at any Annual General Meeting providing that, not less than four weeks before the date of the meeting, they give due notice in writing thereof to the Honorary Secretary and at the same time submit a copy of such resolution.

## 6. OFFICERS

- i) The Honorary Officers of the Society shall be: a President, a President Elect, a Honorary Treasurer, a Honorary Secretary a Honorary Secretary Elect, an Immediate Past-President and a Past-Honorary Secretary.
- ii) Only Ordinary Members shall be eligible for election to Honorary Office, and nominations for office shall require the support of two Members. All Honorary Officers shall be elected at an Annual General Meeting of the Society and shall assume their duties immediately after the conclusion of the meeting at which they are elected. Upon ceasing to hold Honorary Office or to be immediate past President or immediate past Secretary a member shall not be eligible to serve on the Executive Committee for one year.
- iii) President. A President elect shall be elected at an Annual General Meeting once every two years. After holding this office for two years the member so elected shall succeed to the office of President, which office shall also be held for two years. The member shall continue to serve on the Executive Committee as immediate past President for a further two years after these two periods of office shall have been completed, and thereafter shall not be eligible for re-election to this office.
- iv) Honorary Treasurer. The Honorary Treasurer shall serve for four years and shall be responsible for directing the Society's financial transactions and maintaining a list of members. All cheques shall be signed by the Honorary Treasurer and one other.
- v) Honorary Secretary. An Honorary Secretary Elect shall be elected at an Annual General Meeting once every two years. After holding this office for two years the member so elected shall succeed to the Honorary Secretary-ship, which office shall also be held for two years. The member shall continue to serve on the Executive Committee as immediate past Secretary for a further two years after these two periods of office have been completed.
- vi) In the event of an Officer being unable to complete his term of office, his duties shall be assumed until the next Annual General Meeting by his designated successor or by such other member of the Executive Committee as the committee shall nominate.

## 7. EXECUTIVE COMMITTEE

- i) The governing body of the Society shall be the Executive Committee, and shall consist of the President, President-elect, the immediate past President, Honorary Treasurer, Honorary Secretary and Honorary Secretary Elect, the immediate past Secretary and six Ordinary Members, with a co-opted international representative as required.
- ii) Those wishing to become a member of the Executive Committee must either be an Ordinary Member of the Society or shall become an Ordinary Member by the time of the start of the appointment, and nominations shall require the support of two Members. Ordinary Members of the Executive Committee shall be elected at an Annual General Meeting, and shall assume their duties immediately after the conclusion of the meeting at which they are elected. The period of office of Ordinary Members of the Society shall be limited to three years, but without prejudice to their eligibility for Honorary Office within or immediately after such period. Upon expiration of such a term a Member shall not be eligible to serve on the Executive Committee for one year.
- iii) The Executive Committee shall be responsible for deciding the arrangements for all 'meetings' and other business of the Society. Four shall form a quorum. The Executive Committee shall have the power to co-opt and to set up sub-committees, and to determine the Society's representation on other bodies. Sub-committees must report their acts and proceedings fully and promptly back to the Executive Committee.
- iv) The President, Secretary and any other Executive members as required sit on the UKSSB/sub-boards.
- v) The Executive Committee shall usually meet on every occasion that a meeting of the Society is held, and on such other occasions either in person or via teleconference as they or the President consider may be necessary. There will be a minimum of 1 meeting of the Executive Committee and 3 teleconferences per annum. Additional meetings may be called by the Society officers if required.
- vi) Members of the Executive Committee (including Honorary Officers) due to retire after the next Annual General Meeting shall be notified to members with the formal notice of the meeting, together with the Executive Committee's nominations to fill these vacancies. On receipt of such notice, any Ordinary Member of the Society may propose alternative candidates by sending in writing the name of each candidate supported by the endorsement of another Ordinary Member and the consent of the candidate to the Honorary Secretary to arrive in his hands not later than the commencement of the business of the Annual General Meeting.
- vii) If candidates for office are nominated in excess of the number of vacancies available, voting shall take place at the Annual General Meeting and the candidates securing the largest number of votes shall be elected to the vacancies that exist.

## 8. FINANCE

- i) The Honorary Treasurer will complete an annual account and will be responsible for timing submission of the annual report to the Charity Commission.
- ii) The income and property of the society shall be applied solely towards the promotion of the objects of the Society as set forth in this Constitution, 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, provided that nothing shall prevent the payment in good faith of reasonable and proper remuneration and out-of-pocket expenses to any officer or servant of the Society, or to any Member of the Society in return for any services actually rendered to the Society, nor prevent the payment of interest at a rate not exceeding 5 per cent per annum on money lent, or reasonable and proper rent for premises let by any Member of the Society.
- iv) The Treasurer shall keep account of all monies received and expended on account of the Society. A bank account shall be opened in the name of the Society and all cheques drawn upon the said account shall require the signature of at least two members of the Society.

## 9. CONSTITUTION

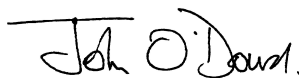
- i) The Executive Committee shall have the power to make, vary and repeal Bye-Laws and Regulations for the conduct of the general affairs of the Society, its officers and servants, and for the despatch of the business of the Society, but so that no such Bye-Laws or Regulations shall be of effect if and so far as they are inconsistent with or repugnant to the provisions of this Constitution.
- ii) Notice of any proposal to amend or alter this Constitution must be sent to the Honorary Secretary not less than eight weeks before the next ensuing Annual General Meeting, or 3 weeks before an Extraordinary Meeting called for that purpose. Such proposal will be circularised to all members and will appear on the Agenda of the said meeting in the form of a motion. Amendments to the Constitution shall be only be made at the Annual General Meeting.
- iii) The Society may at any time by a resolution passed in the Annual General Meeting, in accordance with the terms of Article 9(ii), be wound up and dissolved and in that event the books and records of the Society shall be disposed of in accordance with the directions of the Executive Committee and all other property of the Society shall be transferred to such body or bodies whether incorporated or not as shall be specified by the resolution for winding up, provided that such body or bodies has or have no objects analogous to the objects of the society.

We hereby agree to the above amendments to the Constitution November 2015



Signed:

Dr Lisa Roberts



Mr John O'Dowd



Mrs Elaine Buchanan

## **BYE LAWS**

### **1. ORDINARY MEMBERS**

- i) In considering nominations for election to Ordinary Membership the individual's current involvement in descriptive or investigative work directed to enhancing knowledge and understanding of pain in the back shall be taken into account and routine clinical care of patients suffering from pain in the back shall not qualify as descriptive or investigative work. Election of membership is contingent upon being nominated in writing by one Member of the Society.
- ii) The Privileges of Ordinary Membership shall include eligibility for election to office in the Society or to the Executive Committee, the right to nominate candidates for membership of the Society, reduction in the cost of meeting registration, and receipt of any material issued by or for the Society.

### **2. SUBSCRIPTION**

- i) Subscription rates apply to a calendar year or part thereof, are due within twenty one days of election to membership and must be paid before taking advantage of the reduced meeting registration costs for members. Members elected at the Annual General Meeting shall not be liable for subscription until 1st March immediately following.