

# **Society of Antiquaries of London**

## **Order 1, October 2015**

### **The conduct of Anniversary Elections for Officers and for Council Members**

#### **1. Nominations for Officer and Council posts**

1.1 The Council must consist of between 12 and 21 Fellows of the Society, as set out in the Charter and Statute 4.2.

1.2 Elections for Officers and Council Members take place on the day of the Anniversary Meeting (Statute 3.2.2(a) and (d)). At this meeting, there will be separate ballots for officer posts (if being vacated) and for at least one third of the ordinary Council members. Officers, once elected, automatically become Members of Council for their 3-year term (Statute 8.1).

1.3 Nominations for the Officer posts and ordinary Members' posts may be made either collectively by Council or by any five Fellows (Statute 4.7). An individual Fellow may nominate only one candidate for an ordinary Council post and one candidate for an Officer post. Nominations must be received by post or by electronic mail by the General Secretary at the latest by 1<sup>st</sup> March preceding the date of the Anniversary meeting (Statute 4.7.2)

1.4 Nominators' names, including the names of Council Members who have collectively put forward candidates, are not automatically counted as votes, and all nominators shall be eligible to cast votes for the candidates of their choice in the Anniversary Meeting election.

#### **2. The election of Officers**

2.1 Each of the four Officers will be elected to serve for a maximum term of three years, as per Statute 8.10.2. There will therefore be an election at the Anniversary Meeting to fill the Officer posts on only those occasions when the postholder has reached the end of his/her three-year term of office, or if the post has been vacated for any other reason before the end of a three-year term by its current holder. An Officer shall be eligible for re-election for a second three-year term of office, but at the conclusion of this must stand down, unless, in exceptional circumstances, Council recommends and a majority of Fellows voting agree that in the interests of the Society this rule should be disapplied in a given case (Statute 8.10.3)

#### **3. The election of Council Members**

3.1 Ordinary Members of Council will be expected to serve for three years with one third of them (or the number nearest one third) retiring each year and new members being elected in their place. There will therefore be an election each year only to fill the posts being vacated by the members who are standing down, and to fill any other vacancies for Council members which may have arisen during the year. Council Members who stand down because their three-year term of office has expired will be ineligible to stand for election again for one year, unless, in exceptional circumstances, Council recommends and a majority of Fellows voting agree that in the interests of the Society this rule should be disapplied in a given case (Statute 4.4 and 4.5)

#### **4. General provisions**

4.1 Ballot papers for the election to the vacated Officer posts and the ordinary Council Member posts will be circulated to all Fellows at least seven days in advance of the Anniversary Meeting.

4.2 Where the number of nominations (whether by Council or from the Fellowship) for the Officer posts or for ordinary Council Members is equal to the number of vacancies, the relevant ballot(s) will not be held, but the names of the candidates put forward will be circulated to Fellows with the papers for the Anniversary meeting.

4.3 Where a ballot for the Officer post(s) or for the Council Member posts, or both, is to be held, the General Secretary and delegated staff will act as returning officers.

4.4 If a candidate has to withdraw between being nominated and the ballot papers being printed and mailed to Fellows, the candidate's name shall, if possible, be removed from the ballot paper. If the withdrawn candidate is nevertheless deemed elected because the number of candidates was equal to the number of vacancies, a replacement will be co-opted by Council under Statute 4.9 as soon as practicable after the Anniversary Meeting.

4.5 Postal and electronic votes must be sent in to Burlington House to arrive at the latest by the day before the Anniversary Meeting. They are counted by the General Secretary and delegated staff, and a record of Fellows who have voted by post is made. This record, together with the ballot papers received, is used by the General Secretary and delegated staff to check against the names of Fellows voting in person.

4.6 Any ties in voting will be determined by lot.

4.7 The General Secretary and delegated staff must not disclose the contents of any of the ballot papers to any of the candidates for election.

4.8 The results of the election are read out by the President at the main Anniversary meeting.

Resolved by the Society of Antiquaries Council

October 2015

Signed

President