

AUSTRALIAN NATIONAL UNIVERSITY FRIENDS OF THE ANU CLASSICS MUSEUM

CONSTITUTION

1. The name of the Group is “Friends of The Australian National University Classics Museum”.
2. Function of the Museum: The Museum serves as a teaching collection within the Centre for Classical Studies of the University. The collection is open to the public and provides a study resource for students at the ANU and the wider community.
3. The objects of the Group are:

To assist, encourage and promote the interests of the Australian National University Classics Museum, in particular by:

- (a) raising funds for acquiring new items for the Museum
- (b) encouraging donations and loans of antiquities to the Museum
- (c) organising lectures on the archaeology, history and culture of the Mediterranean region and
- (d) such other means as the Group may from time to time determine.

4. Friends

Friends are those who support the aims of the Group, and who register their address for mailing purposes with the Group. Friends are encouraged to make annual donations to the University in support of the museum and its activities.

Bequests and Memorial donations are welcome.

5. Deposits and Withdrawals

All donations shall be paid into a special account of The Australian National University. All requisitions, with the approval of the Committee, shall be processed in accordance with appropriate University procedures.

6. Management

- (a) The Committee shall consist of at least seven Friends.
- (b) The Committee shall have power to add to its number and to fill any vacancy.
- (c) All powers of the Group shall be vested in the Committee subject to control by the general meeting.
- (d) The Officers of the Group shall be a President, Secretary, Treasurer, and any other officer determined by the Committee.
The Curator of the Classics Museum shall be *ex officio* a member of the Committee.
- (e) The Committee shall define the duties of the Officers.
- (f) The Committee shall hold meetings from time to time as required.
- (g) The meeting of the Committee shall be presided over by the President, and in the President’s absence by any member of the Committee who shall be elected Chair of any particular meeting.

- (h) The Committee shall act by resolution of its members and all questions shall be decided by a majority vote. Each member shall have one vote. If the vote is tied the Chair of any meeting shall have a casting vote. The quorum shall be half the total membership of the Committee.
- (i) The Committee and Officers shall be elected annually by the Friends in general meeting.
- (j) The Committee shall have power to make by-laws but any such by-laws must be approved by the Group in general meeting.
- (k) The Committee shall cause minutes of its proceedings to be kept and shall furnish for the annual general meeting of the Group a report covering the Group's activities for the year and a Financial Report.

7. Meetings of the Group

- (a) There shall be an annual general meeting at a date and place fixed by the Committee.
- (b) A special general meeting may be called by the Committee at any time or on a requisition signed by one tenth of the Friends and such requisition shall state the nature of the business to be transacted.
- (c) At least twenty-one days before the annual general meeting or any special meeting notice shall be given of the holding of such meeting and of the general nature of any business to be transacted.
- (d) Notice may be given either by email or other transmission.
- (e) At the annual general meeting ordinary business shall be the reception of the Committee's report and the balance sheet; the election of the Officers and Committee, and any other business.
- (f) A returning officer shall be appointed by the Committee to receive nominations to the Committee and to the various offices. Such nominations shall be signed by two Friends and approved by the nominee.
- (g) At all general meetings of the Group the President, and in the President's absence a Friend selected by the meeting, shall be Chair. Every Friend present shall have one vote upon every motion, and in the case of the equality of votes, the Chair shall have a second or casting vote.
- (h) The quorum shall be ten Friends.
- (i) At all meetings standing orders of debate shall prevail.

8. Alteration of the Constitution

The Constitution may be altered, repealed, added to or amended by resolutions at any annual or other general meeting, provided that notice of motion be given twenty-one days before the date on which the meeting is to be held.

9. Dissolution

If at any general meeting a resolution shall be passed for the dissolution of the Group at any meeting when not less than one-third of the Friends are present, the Group shall be dissolved and after providing for all liabilities the residue of the property of the Group shall be paid or delivered to The Australian National University for the purposes of the Centre for Classical Studies. If one-third of the Friends are not present, a further meeting shall be called at which the Friends present shall be a quorum.