

RULES OF THE BRITISH NEUROSCIENCE ASSOCIATION - April 2016

1. The name of the Association is the British Neuroscience Association.
2. The objects of the Association are as follows:
To preserve and protect health and advance public education in neurosciences related to health and disease in particular, but not exclusively, by:
 - a. promoting on a multidisciplinary basis, the study of the development, structure and functions of the nervous system in health and disease;
 - b. promoting the dissemination of information to all those interested in the neurosciences and related disciplines by means of lectures, discussions, meetings and reports from time to time obtained from such researchers;
 - c. advising as far as possible on issues in neurosciences related to health and disease;
 - d. endeavouring to increase public engagement with, and understanding of, neuroscience research in health and disease;
 - e. assisting in the training of neuroscientists and other professionals engaged in neuroscience teaching and research;
 - f. representing the interests of neuroscience researchers and promoting the case for the advancement of neuroscience research in the United Kingdom to government, to agencies providing research funding and to bodies engaged in science administration, regulation and standards.

And for the purpose of furthering these objectives but not further or otherwise:

- A. To set up regional branches (also called Local Groups) of the Association in different parts of the country and in certain international territories to undertake work covered by these objects. The regional branches are to be administered by a local organiser and represented on the National Committee by the Local Group Coordinator. Volunteers for the role of organiser in each region will be approved by the National Committee and in the case of two or more volunteers, a ballot of the BNA members registered in the region will be held.
- B. To provide, endow, furnish and fit out with all necessary furniture and other equipment and maintain and manage such buildings and other premises as may from time to time be required for the purposes of the Association.
- C. To employ all such officers and servants as may be required for the purposes of the Association.
- D. To purchase or otherwise acquire lands for any estate or interest.
- E. For the purposes of the Association to build and maintain houses and alter and improve the same including any existing buildings and to provide the same with light, water, drainage and other necessities.
- F. To raise money for any of the above purposes by mortgaging or charging all or any such property as may be legally mortgaged or charged with capital sums or with terminable annuities for lives or years.
- G. To let as residences, offices, shops or otherwise any part or parts of any lands or buildings held for the purposes of the Association and in such divisions and manners as may be expedient.
- H. To accept subscriptions and donations (whether of real or personal estate) and devises and bequests for all or any of the purposes and to sell and dispose of to lease and accept surrenders of leases of and manage all real estate (including leasehold) so received and not required to be capable of being occupied for the purposes of the Association and generally to manage, invest and expend all monies belonging to the Association.
- I. To do all such other things as will further the attainment of the above objects or any of them.
- J. Furthermore the Association shall endeavour to increase the public engagement and understanding of the relevance of the study of neuroscience both in health and disease. The Association shall endeavour to aid in maintenance of an international quality in research and shall help in the training of the next generation of neuroscientists by supporting undergraduate courses, educating both school teachers and pupils and encouraging young neuroscientists in whatever way possible. The organisation will provide a point of contact between researchers and the means to disseminate their findings to a wider audience.

3. Membership of the Association shall be open to:
 - a. Professional membership: research workers in the nervous system and related sciences and to members and student members of the medical and other professions related to the nervous system and related sciences. (Undergraduate, postgraduate, early-career, full or retired members.)
 - b. Associate membership: individuals who have a genuine interest in neuroscience but who are not research workers in nervous systems or related sciences, nor members or student members of the medical and other professions related to the nervous system and related sciences. (Associate members).

Professional members (3a) can participate in all functions of the Association as specified in the Association's Articles and Rules. Associate members (3b) are not entitled to vote or stand for election to become a member of the Council or Committee.
4. The Trustees of the Association shall be the President, the Immediate Past President, the President-Elect, the Treasurer, the Secretary of the National Committee of the Association and up to three Non-Executive Directors (NEDs). The Trustees shall also serve as the Board of Directors to British Neuroscience Association Limited, a company limited by guarantee with no share capital. The Trustees are responsible for the legal and statutory obligations of the Association.
5.
 - a. With the exception of the President Elect, nominations for members of Council including the Trustees, Meetings Secretary and LGR Co-ordinator shall be requested from the membership three months prior to the Council post/s in question becoming vacant. The nominees need to be members of the Association and can include Committee members. The nomination (which can be a self-nomination) must be sent to the Secretary accompanied by a letter of support from another Association member and a statement of intent from the nominee. For each post, the Secretary shall compile a list of nominees and organise a ballot of the Committee at least four weeks before the post becomes vacant. Every member of the Committee, including the President, shall have one vote; in case of equality of votes the President shall have a second or casting vote. The Council reserves the right not to appoint a candidate from the list of nominees.
 - b. Nominations for the post of President-Elect shall be requested from the membership within six months of the AGM at which the President-Elect is to be announced to the members. The nominees need not be ordinary members of the Association at the time of their nomination. Each nominee must have given approval to the Secretary for his name to go forward. The Secretary shall compile a list of nominees and organise a ballot of the Committee at least four weeks before the Annual General Meeting (AGM). Every member of the Committee including the President shall have one vote and in the case of equality of votes the President shall have a second or casting vote.
 - c. The President-Elect shall serve the Association for two years, then serve as President for two years, then serve as Immediate Past-President for two years.
 - d. The Treasurer, the Secretary of the Association and the Non-Executive Directors (NEDs) shall hold office for a period of four years, but may in exceptional circumstances be invited by the Committee to remain in post for a further period of two years.
6.
 - a. The National Committee of the Association (the 'Committee') shall consist of the Council plus eight ordinary members of the Association elected by the national membership. The Committee shall have the power to co-opt a maximum of three members to the Committee – the period of co-option being no more than two years.
 - b. The nationally elected members shall hold office until the end of the fourth year following the ballot in which they were elected.
 - c. The election of members to fill places on the Committee vacated through retirement or resignation of nationally elected members should take place by ballot of the members of the Association using a method approved in advance by the Committee.

- d. Members desirous of being elected to serve upon the Committee shall be proposed and seconded by other members of the Association and nominations for such ballot shall be received by the Secretary of the Association not less than four weeks before the date of such ballot. The Secretary within three weeks of the date of such ballot shall acknowledge receipt of the nomination to the nominated member, and within two weeks of the date of such ballot shall inform all members of the Association by email, posting on the Association's web site, or by any other efficient means of the identity of the candidates offering themselves for election to the Committee and all members of the Association desirous of voting shall record their votes according to the process and date advised for the ballot. All nominations should be submitted by email or by mail to the Secretary of the Committee.
 - e. In the event of retirement of an Officer of the Committee after the national election of the Committee is complete, the nationally elected members shall immediately elect from their number an officer(s) to fill the vacant office(s). The Officers of the Committee shall hold office for a period of four years, notwithstanding the date of election to the Committee, but may in exceptional circumstances be re-elected for a further period of two years.
 - f. If any one or more of such Officers dies or resigns, the Committee shall forthwith again from its number, elect a successor for the remainder of the term of the dead or the retired Officer.
7. The Committee shall meet twice in twelve months and additionally as required and in the event of the absence of the President shall appoint a Chairperson from amongst those Trustees present to preside at such meetings. Each member including the Chairperson of such meetings shall have one vote and in the case of equality of votes the Chairperson shall have a second or casting vote.
8.
 - a. The Council of the Association, hereafter referred to as the Council, shall consist of up to twelve members of the Association including the Trustees, Local Groups Co-Ordinator and the Meetings Secretary. The Council shall have the power to co-opt up to two further members – the period of co-option being no more than two years.
 - b. The remit of Council is to procure and allocate resources to achieve the strategic goals of the Association set by its Officers and to carry out, monitor and report progress to the Committee and to the membership.
 - c. The Council shall meet at least six times *per annum* and additionally as required and agreed. In the event of the absence of the President the members of Council shall appoint a Chairperson from amongst those Trustees present to preside at such meetings. Each member including the Chairperson of such meetings shall have one vote and in the case of equality of votes the Chairperson shall have a second or casting vote.
 - d. The quorum of the Council is five appointed members.
9. An Annual General Meeting of the Association shall be held each year and every member shall receive not less than twenty-one days' notice of such a meeting. Special meetings may be convened by the Secretary upon a request by the Committee or twenty members upon a similar notice which shall state the business to be considered at the meeting.
10. At the Annual General Meeting every member of the Association including the President shall have one vote and in the case of equality of votes the President shall have a second or casting vote. If requested by not less than five members present at the Annual General Meeting any issue may be decided by a secret ballot.
11. At the Annual General Meeting twenty members shall constitute a quorum. At a Committee meeting seven members of the Committee shall constitute a quorum.
12. All sums collected shall be handed over to the Treasurer who shall pay the same into a bank account in the name of the Association as shall from time to time be decided upon by the Trustees. Cheques shall be signed by two of the Officers of the Association or in accordance with the bank mandate for cheques below a certain value as shall from time to time be decided upon by the Trustees.

13. The Association shall participate in the direct debit scheme as an originator for the purpose of collecting subscriptions for any class of membership and/or any other amounts due to the Association. In furtherance of this object the Association may enter into any indemnity required by the banks upon which direct debits are to be originated. Such an indemnity may be executed on behalf of the Association by Officials nominated in an appropriate resolution.
14. Each member of the Association shall pay an annual subscription, the amount of which shall be determined from time to time at the Annual General Meeting. The Association will offer reduced subscriptions for up to 1 year to members who are able to justify that they have special circumstances such as a career break or parental leave. Reductions will be discretionary and their extent will depend on financial status of the member in question. Subscriptions will commence on the first day of the month following the month in which the application for membership is approved and renewal will fall due on the first and subsequent anniversaries of that date and except for members resident outside the United Kingdom will normally be payable to the Association through the direct debit scheme.
15. The Trustees shall invest in their names any monies not required for the immediate purposes of the Association in securities in which trust money by law be invested with power from time to time to transpose such investments.
16. Any property purchased or otherwise acquired by the Association shall be vested in the Trustees.
17. The Trustees shall with such consent as is by law required to deal with the property so vested in them by way of sale, mortgage, charge, lease or otherwise howsoever as directed by the Committee, provided that the Trustees shall not be liable for any act or default on the part of the Committee or any of the members thereof acting in the trusts hereof. Such direction shall be given by resolution of the Committee passed by a majority of the Committee present at the duly convened meeting of the Committee and when so passed shall in favour of a subsequent purchaser mortgagee, charge, lessee or grantee be binding upon all members of the Association. A certificate purporting to be signed by the Secretary for the time being of the Association shall in favour of a purchaser, mortgagee, charge, lessee or grantee be conclusive evidence that such a direction was duly given.
18. The rules other than rule 2 and this rule may be altered repealed or added to by a resolution passed by a majority of the members of the Association who are present in person or by proxy at a special general meeting convened for that purpose, or by another process agreed in advance by the Committee and of which notice has been served on every then member of the Association at his last known address in the United Kingdom.
19. The Statutory power of appointing new Trustees shall apply to these rules and shall be exercisable by the Committee and upon any appointment of a new Trustee or new Trustees all monies or investments representing the capital or income of the Association shall be paid or transferred to such new Trustee or Trustees of the Association for the time being and all acts, deeds and things necessary for such purpose shall be done and executed and all costs of an incidental thereto shall be paid by the Trustees out of the capital or income of the Association.
20. If upon the winding up or dissolution of the Association there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid or distributed among the members of the Association but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Association such institution or institutions to be determined by the Committee at or before the time of the dissolution and if and so far as effect cannot be given to such provisions then to some charitable object.

Approved by unanimous consent of the members present at the Annual General Meeting held on 19 April 2016.