

The Cambridge University Roleplaying and Tabletop Gaming Society Constitution

Last Amended October 2022

1. NAME:

- (1) The name of the Society shall be “The Cambridge University Roleplaying and Tabletop Gaming Society” hereafter referred to as “the Society”. The Society's name may be abbreviated to “CURTS” for ease of reference.
- (2) The Society having been known between 1992-2016 as the Cambridge University Roleplaying Society, cheques, membership cards, and other documents in this name of the society may be considered valid.

2. OBJECTS:

- (1) The Society's aims shall be to promote role-playing games, wargaming, and tabletop games within the University
- (2) In pursuance of its aims the Society shall provide facilities for said games.

3. MEMBERSHIP:

- (1) Admission to membership of the Society shall be open to the following:
 - Current members of the university, including University staff
 - Past annual members of the society, subject to the executive committee's discretion
 - Visiting students and academics to the University, subject to the executive committee's discretion
 - Current members of Anglia Ruskin University
 - Students of other universities, studying from the city of Cambridge.
 - Any others who wish to join the society, at the executive committee's discretion.
- (2) There shall be an annual fee for Membership which shall be determined by the Society at the Annual General Meeting.
- (3) The Society shall additionally offer Life Membership, at a rate to be determined at the AGM. Members who have purchased Annual Membership may upgrade to Life Membership for a reduced fee.
- (4) Membership shall carry the right to attend Society meetings and borrow items from the Society's library, in accordance to such terms as are deemed appropriate by the Executive Committee.
- (5) The Executive Committee may expel any member whose conduct seems likely to bring the Society into disrepute. Such expulsion shall be undertaken in accordance with Section 8, and is subject to confirmation at the next General Meeting of the Society. Any person expelled shall have the right of appeal to the Senior Treasurer.

4. THE EXECUTIVE COMMITTEE:

- (1) The day-to-day management of the Society's affairs shall be in the hands of the Executive Committee, which shall normally be elected at the Annual General Meeting (AGM).
- (2) The Executive Committee shall consist of a President, Secretary, and Junior Treasurer, who shall be elected by the members as in 4(1), any other officers who the AGM see fit to elect as in 4(1), any other officers who the Committee see fit to co-opt as in 4(4). In addition there shall be a Senior Treasurer, who shall be a member of the Regent House, or other person approved by the Junior Proctor. The Senior Treasurer shall be appointed by the elected members of the Executive Committee and shall be ex officio a member of the Executive Committee.
- (3) A majority of the elected members of the Executive Committee shall be fulltime undergraduate or postgraduate students of the University.
- (4) The Committee shall also have the power to co-opt additional members as it sees fit. Such members shall have no vote at Committee Meetings.
- (4) The President shall be responsible for organising Committee and General Meetings and chairing said Meetings as laid out below. The Secretary shall be responsible for maintaining the Society's email and membership lists, for organising agendas at Meetings, for taking minutes at Meetings, and managing the Society's library. The Junior Treasurer and Senior Treasurer shall have responsibilities as indicated in 6(2-4).
- (5) Meetings of the Executive Committee shall be chaired by the President. The quorum for a meeting of the Executive Committee shall be three members and a written record of each meeting shall be kept. In the event of a tie the Chair shall have a casting vote in addition to their regular vote.

5. GENERAL MEETINGS

- (1) The Society shall hold an Annual General Meeting (AGM) during each Academical year. The AGM shall be held in Cambridge during Easter Full Term. All Members shall be entitled to attend and vote at any General Meeting. At least fourteen days written notice shall be given to members before the AGM.
- (2) The AGM shall approve Minutes of the last General Meeting and the Society's Accounts for the preceding year, elect the Executive Committee and set Membership fees for the year ahead, and conduct such other business as is necessary.
- (3) Candidates for election to office shall be proposed and seconded by two other members. Every motion at a General Meeting shall be proposed and seconded by two members. Voting shall be by secret ballot. In the event of a tie the Chair shall have a casting vote.
- (4) An Extraordinary General Meeting (EGM) may be held at any time during Full Term. It shall be held in Cambridge and may be called by the Executive Committee or at the

written request of at least ten members. At least twenty-one days written notice shall be given to members before an EGM is held. An EGM shall have the same powers as an AGM.

(5) The President shall take the Chair at any General Meeting. In the absence of the President the meeting shall elect a Chairperson for that meeting. The quorum for a General Meeting shall be five members and a written record of every General Meeting shall be kept.

6. FINANCIAL MATTERS:

(1) The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds.

(2) It shall be the responsibility of the Junior Treasurer to ensure that monies received are properly accounted for, and that the Society's financial records are kept in good order.

(3) The Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by themselves, or by some other person approved under University Ordinances.

(4) The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless they have personally authorised such a debt in writing.

(5) For so long as the Society shall be Registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for Registration as a University Society.

7. CHANGES TO THE CONSTITUTION:

(1) The Constitution may be amended at a General Meeting, with approval of at least two thirds of those present.

(2) The membership shall be given seven days' notice of any motion that if passed will change the Constitution.

(3) Changes to the Constitution shall be considered binding upon the conclusion of the General Meeting in which they were approved. In the event that any changes are rejected by the Junior Proctors, those changes shall no longer be binding. The Committee shall inform the membership immediately of any Constitutional change that has taken effect or has been rejected by the Proctors.

8. DISCIPLINARY PROCESSES

(1) The Society's only disciplinary sanctions are to expel or to suspend a member whose actions are felt to be such as to bring the Society into disrepute, or to adversely affect the smooth running of the Society in a major way. Such expulsion or suspension can only be effected by a majority vote of all Executive Committee members, excluding the Senior Treasurer. In the event of an expulsion, the excluded member is required to return all

equipment, documents and finances belonging to the Society within 7 days. They will not be entitled to any full or partial refund of annual subscriptions.

(2) In the event that a member of the Executive Committee is expelled from the Society the remaining members of the Committee shall appoint an Interim Member to fulfil their responsibilities, and shall call a General Meeting to elect a new Committee Member at the nearest available opportunity in accordance with 5(1; 4).

(3) If the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

9. DISSOLUTION:

(1) The Society may be dissolved at a General Meeting provided that at least Twenty-one days written notice of the intention to dissolve the Society has been given to the members. At least two thirds of those present and voting at the General Meeting must vote in favour of the motion for Dissolution for it to be effective.

(2) Any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to another Registered University Society, or to the Societies' Syndicate.

10. BRANDING:

(1) The Society shall utilise the logo shown in Figure 1, if such a device is needed within official publications and communications. The society shall use an amended logo as shown in figure 2, when such logo has been modified in accord with decisions at the Extraordinary General Meeting held on the 27 November 2016.

(2) The logo may be changed by simple majority vote at a General Meeting, not by twothirds majority as with other constitutional amendments.



Figure 1: The Logo



Figure 2: The Amended Logo