

DUBLIN UNIVERSITY FOOD & DRINK SOCIETY

CONSTITUTION

1. Name

The Society shall be known as the Dublin University Food & Drink Society (a.k.a. the D.U. Epicurean Order).

2. Objects

The Society aims to foster knowledge and appreciation of all forms of food and to arrange classes, tastings, lectures etc. to this end.

3. Membership

Membership shall be open to all capitated students of the University and members of College staff. Ordinary membership shall be granted to capitated students in return for a subscription of €3 or €2 in the case of returning members, where previous membership can be proven.

4. The Committee

The Committee shall consist of the following officers: the Chairperson, the Secretary, the Treasurer, **the PRO (Public Relations Officer) and six** ordinary committee members.

5. The Committee shall meet at least three times during each term. Five shall form a quorum. The Committee shall determine the Society's activities and see to their organisation.

6. Officers and Committee members may be removed from office before the completion of their term of office only by two-thirds of those members present at an Extraordinary General Meeting.

7. The Annual General Meeting and General Meetings:

The Annual General Meeting of the Society shall be held in the last week of the Hilary Arts Lecture Term. A notice shall be posted on the Society's noticeboard or otherwise publicised to the members not less than three days before the meeting giving the date and time of the meeting and the fact that elections to the Committee will take place thereat.

8. The meeting shall be open to all students and members of the academic staff, but only members of the Society shall be entitled to vote. The meeting shall be chaired by the outgoing Chairperson.

9. At the meeting the officers shall read their reports of the Society's activities for the year, and the election of a new Committee shall take place.

10. A general meeting of the Society may be called by the Committee or by twenty five members of the Society presenting a signed petition to the Committee. Three days notice as provided for in the case of an Annual General Meeting shall be given.

11. An Extraordinary General Meeting of the Society may be called following the procedure set out above for General Meetings.

12. Candidates for election must be members of the Society, and each candidate must be nominated and seconded by a member of the Society. Candidates for officer positions must have been an ordinary member of the committee in the preceding year, providing there are enough continuing committee members to fill said officer ships.

13. No one shall be admitted to membership less than 24 hours before an Annual General Meeting or Extraordinary General Meeting.

14. The Officers

The Chairperson shall oversee the general running of the Society and shall be answerable to the Committee.

15. The Secretary shall be responsible for all the correspondence of the Society and shall keep a record of it, and for keeping the minutes of all meetings of the Society and of the Committee and to provide the Secretary of the C.S.C. with a record of the Society's activities during his/her term of office not later than the date set by the C.S.C. for submission of this report, and shall be answerable to the Committee.

16. The Treasurer shall be responsible for all the finances of the Society, for the collection of subscriptions and the maintenance of accounts and shall have the duty of conducting routine communications with the C.S.C. on financial matters including the provision of estimates for expenditure. The treasurer is obliged to attend the C.S.C. term general meetings.

17. The PRO shall be responsible for all the publicity in connection with the Food and Drink Society and any of its events. This involves informing members of any organised events through the medium of email, the website, social networking sites and printed materials around college campus. The PRO shall also be answerable to the committee.

18. The Treasurer and the Chairperson shall be jointly responsible for the financial affairs of the Society. Although the affairs of the Society shall be in general conducted according to the vote of all of the members of the Committee, if the Committee overrules the advice of the Chairperson and the Treasurer on a major financial matter or the Committee proceeds in the absence of the Chairperson and the Treasurer on such a matter, then the Chairperson and the Treasurer shall either accept responsibility for the decision, or communicate directly and immediately with the Treasurer of the C.S.C. in which case the Committee shall hold responsibility for the consequences of the decision in question. If only one of the said officers dis-associate himself/herself from the decision, then the other officer shall assume complete responsibility; neither will the officer disassociating himself/herself be forced to accept responsibility by the vote of the Committee or of the Society, though they may be called upon to resign by the due process of the Society in which case such former officer shall bring the case to the notice of the C.S.C.

19. The Treasurer or the Chairperson or any persons may be requested to appear before the C.S.C. or officer or sub-committee of the C.S.C. to provide information concerning the finances of the Society. If a prima facie case exists that Society funds have been misused or mis-appropriated, the C.S.C may ask the Senior Dean to declare the person or persons concerned indebted to the College, in which case they may not be permitted to register for the following academic year or to have their degree conferred.

20. The Treasurer shall close his/her accounts on March 31st of each year and thereafter as soon as may be possible shall arrange for the accounts to be audited as provided by the C.S.C. and these accounts shall be presented to the Committee of the Society and the C.S.C. for approval.

21. All cheques and withdrawal forms from the Society's bank account shall be signed by two of the designated officers: who shall be the Chairperson, Treasurer and Secretary.

22. The ordinary members of the Committee shall be delegated any other duties by the Chairperson as are seen fit.

23. Amendments

This constitution may be amended by a vote of a two-thirds majority of those present at an Extraordinary General Meeting or an Annual General Meeting. Notices of such amendments must be given to the Committee before the time set for such a General Meeting and to the Chairperson of that meeting before he/she takes the chair.

24. This constitution is binding as and from the date of the approved by both the Society and the C.S.C.

March 2010