



FOUNDED 1946

MEMBERS HANDBOOK
PART II
CONSTITUTION AND RULES

Founder

A.E. Stephenson FCPS

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CANADIAN PHILATELIC SOCIETY OF GREAT BRITAIN CONSTITUTION AND RULES

NAME AND OBJECT

1. The name of the Society is the “Canadian Philatelic Society of Great Britain”
2. The object of the Society is to further the study of the stamps and postal history of British North America.

MEMBERSHIP

3. Membership is open to anyone aged 18 and over. Applications for membership must be accompanied by a membership subscription for the year and applications should be made to the Secretary.
4. The classes of membership are as follows:-
 - i) those residing in the UK
 - ii) those residing outwith the UK
 - iii) Honorary life members as defined in rules 6 and 7 below.
 - iv) Fellows as defined in rule 9 below
5. Members are expected to abide by the rules of the Society. Members violating the rules of the Society, or whose conduct is considered prejudicial to the interests of the Society, will be liable, on a majority vote of the Committee, to be suspended or to be asked to resign their membership, or to have their membership terminated.

HONORARY LIFE MEMBERS

6. Individuals of outstanding merit may be elected Honorary Life Members of the Society by the Committee for reasons of exceptional service in the field of British North American philately.
7. Members who have been with the Society for a minimum of 50 years continuously will also be awarded with Honorary Life Membership.

FELLOWS

8. Members may be elected Fellows of the Society by the Committee. No Member shall be so elected except on the recommendation of the Fellowship Sub-Committee in accordance with the procedures governing the award.

MANAGEMENT

9. In all normal circumstances, the day to day Management of the Society is vested in a Committee. The Committee is comprised of a number of Officers, elected by the Society in the Annual General Meeting. In addition, the immediate Past President is a member of the Committee.

10. The Officers of the Society are:-

- i) A President who normally remains in office for one year but can serve for up to three years.
- ii) A Vice President who will take over the role of President once the term of the current President ends.
- iii) A Secretary
- iv) A Treasurer

All Officers hold office until the following AGM and shall be eligible for re-election. All Officers serve in an honorary capacity.

The Committee is completed by titled officials as are necessary for the smooth running of the Society. These are also elected by the Society in the AGM and include: -

- a. The Editor of Maple Leaves
- b. The Librarian
- c. The Subscriptions Manager
- d. The Auction Manager

- e. The Website Manager
- f. The Publicity Manager
- g. The Advertising Manager

11. The President has the power to fill any vacancy occurring on the Committee. Any such appointee shall hold office for the remainder of the period to be served by the predecessor. Such appointee shall be eligible for re-election except in the case of a Vice President.

12. Should the Presidency fall vacant the position will be filled by the Vice President.

EXECUTIVE

13. The Executive exercises all such powers of the Society as are not, by the rules, required to be exercised by the Society in a General Meeting, by the Committee or by any specific Officer of the Society. In normal circumstances, the Executive is charged with managing longer term or strategic issues impacting on the Society. However, in very exceptional circumstances that may threaten the normal operation of the Society (the Covid pandemic being one recent example), the Executive has the power to take decisions, without reference to the normal rules and procedures, to ensure the continued smooth running of the Society.

14. The President shall act as Chairman of the Executive which consists of the President, the Secretary, the Treasurer, the Vice President and the Editor of *Maple Leaves*. The President may co-opt other members onto the Executive if required.

SUBSCRIPTIONS AND FINANCE

15. The annual subscription shall be such sum as the Annual General Meeting may approve, payable in advance on the first day of January.

16. Any Member who fails to pay the subscription by the 30th June following the date it falls due, is liable to forfeit membership. A Member who has forfeited membership for non-payment of subscription may have their membership restored on payment of arrears outstanding.

ADMINISTRATION

17. The Financial Year of the Society commences on the first day of July in each year.

18. Officers and Committee Members take office on the day following the A.G.M. at which they were elected or appointed.

19. *Maple Leaves* is the official organ of the Society. Publication of a notice in *Maple Leaves* shall be deemed to be sufficient intimation to all members. The Society website may be used as an additional organ of the Society but is not to be regarded as the official organ.

20. The A.G.M. shall appoint a suitable person, other than the Treasurer or acting Treasurer, to examine the Annual Accounts. Such examined accounts shall be made available to Members for Inspection.

21. The Treasurer shall maintain accounts in the name of the Society with a Bank and/or Building Society.

NON-PROFIT DISTRIBUTING BODY

22. The Society shall be a non-profit distributing body dedicated to the object of the Society. Any profits or surpluses generated by the Society activities shall be devoted to the continuance and improvement of the Society. No profits or surpluses shall at any time be distributed to Members.

DISSOLUTION

23. An order to dissolve the Society can only be taken at an AGM or Extraordinary General Meeting. A resolution for the dissolution of the Society must be passed by a two-thirds majority of those present or voting by proxy at the AGM or EGM. On such a resolution being passed, the Executive shall arrange for the winding up of the Society.

24. The Executive shall arrange for all debts and liabilities of the Society to be discharged and any books, records or awards to be sold.

25. Subject to the discharge of all liabilities any assets remaining shall be donated to such other non-profit making society or body of persons having the same and similar object to the Society. At no time shall any assets be paid or distributed among the Members, past or present, of the Society.

MISCELLANEOUS

26. Subject to the approval of the Committee, self- supporting Regional Groups may be formed to carry out the object of the Society. Each Regional Group shall appoint a Contact Member to maintain liaison with the Society and shall always be subject to the Rules of the Society.

27. Study Groups for research in particular branches of BNA philately are encouraged. The findings of Study Groups receiving such contributions may not be published otherwise than in *Maple Leaves* without the consent of the Executive. Such Study Groups shall always be subject to the Rules of the Society.

28. Notice of proposed amendments to these Rules as listed in clauses 1 to 30 shall be sent to the Secretary not less than four months prior to the A.G.M. and published in *Maple Leaves* in an issue prior to the Meeting. Any amendments to the Rules shall only be made by a majority of those voting in person or by proxy at the A.G.M.

29. Amendments to the procedures which accompany these Rules and to the Competition rules may be made at any time by the Executive but must be subsequently notified to the membership in *Maple Leaves*.

30. The Executive shall be the sole authority for the interpretation of these Rules as listed in clauses 1 to 30 and the decision of the Executive thereon shall be final.

The Society cannot undertake to make any valuations of Members' property. The Society's name may not be used as a reference in philatelic dealings.

PROCEDURES RELATING TO MANAGEMENT COMMITTEE MEETINGS

1. The Committee should meet at least once a year. Such meetings may be in person or via on-line platforms.

2. The President, whom failing the Vice President, shall be Chairman. Six members present in person or by proxy, of whom the President or Vice President shall be one, shall form a quorum. The Chairman shall have a second or casting vote. Seven days notice of meetings of the Committee shall be sent to all Members thereof, along with an agenda of the business. Any Member of the Committee may appoint another Member of the Committee as a general or specific proxy for the meeting.

PROCEDURES RELATING TO EXECUTIVE COMMITTEE MEETINGS

1. The Executive shall meet at least once a year. Such meetings may be in person or via on-line platforms.

2. Seven days notice of meetings of the Executive shall be sent to all Members thereof, along with an agenda of business. Any Member of the Executive may appoint a previous Member of the Executive as a general or specific proxy for the meeting. Three members present in person or by proxy, of whom the Chairman shall be one, will form a quorum.

PROCEDURES RELATING TO ANNUAL GENERAL MEETINGS AND EXTRAORDINARY GENERAL MEETINGS

1. The A.G.M. shall be held not earlier than six months nor later than eighteen months after the preceding A.G.M. Such meetings may be held in person or via on-line platforms. The President or in their absence the senior Vice President shall preside and shall have a second or casting vote. At least two months notice of the date, time and place of the meeting shall be given by an official notice in *Maple Leaves*. Twelve Members present in person or by proxy, of whom the President or a Vice President shall be one, shall form a quorum.

2. Every Member entitled to attend and vote at the A.G.M. shall be entitled to appoint another Member as a general or specific proxy. Instruments appointing proxies must be lodged with the Secretary before the commencement of the meeting.

3. Nominations of elective Officers and Members of the Committee for election at the A.G.M. shall be made in writing by two Members of the Society to the Secretary **at least two months** prior to the meeting and shall be published in *Maple Leaves* in an issue previous to the meeting. Failing receipt of nominations the A.G.M. shall make its own appointments. All such nominations shall be made only with the consent of the nominee.

RULES GOVERNING THE AWARD OF FELLOWSHIP

1. Members of the Society may be elected as Fellows:-
 - i) For outstanding research in the Postal History and/or Philately of British North America, or
 - ii) For outstanding services in the advancement of the interests of the Society.
2. Nominations for the Award shall be made to the Secretary by two Members of the Society on a form to be obtained from the Secretary and shall be submitted at least two months prior to the Annual General Meeting.
3. All nominations shall be passed by the Secretary for scrutiny to a Fellowship Sub-Committee to be nominated by the President, consisting of three Fellows.
4. The Fellowship Sub-Committee may:-
 - iii) Recommend the nomination to the Committee of the Society
 - iv) Reject the nomination
 - v) Withhold the nomination until such time as they consider it acceptable.
5. Nominees recommended to the Committee may be elected as Fellows by a majority of two-thirds of those present at a Committee meeting.
6. The names of the nominees rejected by a Fellowship sub-Committee may not be re-submitted for the Award for a period of three years.
7. All communications relating to nomination for the Award of Fellowship shall be strictly confidential.

RULES GOVERNING THE AWARD OF THE FOUNDER'S TROPHY

1. The trophy shall be awarded only to Members of the Society. It will be held by the winner for one year.
2. The trophy will be awarded for work considered by the Judging Committee to be the best subject of **ORIGINAL** or **INTENSIVE** research in any branch of British North American Philately.
3. Throughout these Rules, the word "Committee" shall mean the Judging Committee
4. The Committee will comprise the President, the Immediate Past President, and Fellows of the Society.
5. A quorum of this Committee shall be four and the Committee's decision will be final.
6. The Committee may withhold the trophy in any year when they feel that the intended standard of original or intensive research has not been reached.
7. The Committee may make the Award in any year for outstanding research in previous years.
8. It is hoped that, wherever appropriate, the winner of the Award will make the results of his research available in *Maple Leaves* for the benefit of all Members of the Society.
9. Nominations for the Award, proposed and seconded, may be sent in through the Secretary or brought up by Members of the Committee themselves.
10. All nominations, and discussions in Committee, will be treated as strictly confidential.

COMPETITION RULES

- 1 All competitive classes are for British North America (BNA) related material only.
2. Each competitive entry must be 16 pages of approximately 297mm (11.7") high by 245mm (9.65") wide, inclusive of a title page, if any. Double width pages, of approximate size 297mm high by 490mm (19¼") wide, are acceptable, each to count as two standard pages.
3. Entries may be submitted to any of the following classes:-

Class 1 – Stamps. Production and use of stamps and postal stationery:

- a) Issues up to and including 1902,
- b) Issues post 1902

This class includes essays, proofs, plates, blocks, booklets, perfins, precancels, fakes and forgeries, telegraph stamps and telephone franks, unused postal stationery. Covers and used postal stationery may be included to show the purpose for which the stamp/ stationery was issued.

Class 2 – Postal History

This class includes studies of postal routes and postal markings. It would normally include covers, used postal stationery and/or used stamps, registered markings etc.

Class 3 - Thematics

Class 4 – Revenues

This class consists of revenues, cinderellas and related philatelic material both off and on documents. Revenue material comprises: embossed, imprinted or adhesive tax, fee or credit stamps issued by any British North American authority.

4. Entries will be judged according to the following marking criteria:-

Classes 1a, 1b, 2 and 4

Knowledge and Research	35
Treatment	20
Presentation	15
Philatelic importance	10
Condition with regard to rarity	10
Rarity	10

Class 3

Development of theme	25
Plan of collection & its implementation	20
Philatelic Knowledge	20
Condition and rarity of items shown	15
Originality of theme	10
Presentation of entry	10

5. The President shall appoint a Judging Panel of not more than three Members of the Society to undertake the marking and adjudicate in the award of diplomas and trophies.
6. The Judging Panel shall have the right to classify or re-classify any entry to such class it shall deem correct.
7. The decision of the Judging Panel is final and there is no appeal therefrom.
8. Photocopies may be included for illustrative purposes but entries consisting wholly or predominantly of photocopies and/or photographs will be regarded as non-competitive and will not be marked or judged.

AWARDS

9. Diplomas will be awarded to Members whose entries are placed first or second in each of the competitive classes. In addition, Society trophies can be awarded, at the Judges' discretion, to competitive entries.

TROPHIES

10. The trophies are to be held by the winner until the next succeeding Convention; however, they remain, at all times, the property of the Society and shall be surrendered to the Secretary upon request. Winners may, at their own expense, have their name inscribed on the trophy (or its base as appropriate) subject to the inscription being in keeping both in style and quality, with earlier inscriptions.
11. A previous entry is not eligible to win the same trophy until two subsequent Conventions have been held.
12. No single entry in any one year shall attract more than one trophy.
13. It is not permissible to consign any trophy out of Great Britain. If a trophy is won by an overseas Member, a special diploma will be awarded and the Secretary will arrange for the winner's name to be inscribed on the trophy.
14. With the exception of the Founder's Trophy, for which other rules apply, the following trophies will be awarded in compliance with the rules described above:-

STANLEY GODDEN TROPHY

Best exhibit of the "Classic" issues, postal history or postal stationery, up to and including 1902.

BUNNY CUP

Best exhibit of the "Kings" period (1903 – 1952) issues, postal history or postal stationery, but excluding the "Admiral" period (1911 – 1926).

ADMIRAL CUP

Best exhibit of the "Admiral" period stamp issues, postal history or postal stationery of the Admiral period.

LEES –JONES TROPHY

Best exhibit of the "Elizabethan" period stamp issues, postal history or postal stationery.

HENDERSON QUAICH

Best exhibit of research on any BNA subject, covering any period.

AIKENS – HILLSON TROPHY

Best article of research into BNA philately printed in *Maple Leaves* since the previous Convention.

REVENUE TROPHY

Best exhibit of revenues, cinderellas and related philatelic material, both on and off document.

MEMBERS' TROPHY

Awarded for the best exhibit from a Member who has not previously been awarded a trophy or cup at any of the Society's Convention exhibitions. All BNA material is eligible but the exhibit should relate to a particular subject or period.