



FOUNDED 1946

MEMBERS HANDBOOK
PART II
CONSTITUTION AND RULES

Founder

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CANADIAN PHILATELIC SOCIETY OF GREAT BRITAIN CONSTITUTION AND RULES

TITLE

1. The name of the Society shall be the “Canadian Philatelic Society of Great Britain”

OBJECTS

2. The objects of the Society shall be:-
 - i) To associate those interested in the philately of Canada, those areas thereof which were separate British Colonies prior to Confederation in 1867, or any parts thereof; which said territory is hereinafter referred to as “British North America” (BNA)
 - ii) To encourage study *inter alia* by the holding of meetings, publications of papers and the arrangement of private and public displays and exhibitions.
 - iii) To provide facilities for the disposal of Members’ surplus material
 - iv) To provide a library of philatelic literature relating to British North America for the use of Members
 - v) To hold an annual Convention which normally shall meet in rotation in Scotland, the North of England and Wales, and the South of England
 - vi) To do all such other things as are incidental or conducive to the above objects
 - vii) Each of the foregoing objects shall be deemed to be an independent object and shall not be deemed to be subsidiary to any other object.

MEMBERSHIP

3. A candidate for admission as a Member of the Society must be at least 18 years of age. Each application for membership must be made on the Society’s official form. Each candidate must be proposed by a Member of the Society, but such proposal may be dispensed with if the candidate furnishes to the Secretary such references as the Committee considers suitable.
4. Each application for admission to membership must be accompanied by an appropriate remittance for the membership fee. Candidates shall be admitted at the discretion of the Secretary who may refer any application to the Committee. If an application is rejected then the accompanying remittance will be returned in full. If an application is accepted then the remittance will be retained and will constitute the membership subscription of the applicant for the membership year current at the date of admission to membership.
5. Libraries desirous of obtaining the Society’s magazine “*Maple Leaves*” may be admitted as Institutional members on payment of the annual subscription. Institutional members shall have no vote in the affairs of the Society.
6. The annual subscription shall be such sum as the Annual General Meeting may approve, payable in advance on the first day of January.
7. Notwithstanding the conditions of the forgoing Rule 6, the Committee shall have the power during any Financial Year, to increase the annual subscription by such amount as shall be decided by a majority of the Committee members voting, but subject to a maximum increase of £2.50. The increased annual subscription so fixed shall be the amount due on the immediately following first day of January.

8. Any Member who shall fail to pay the subscription by the 30th June following the date it fell due, shall be liable to forfeit membership. The Secretary and the Treasurer acting together shall have discretion to apply this rule. A Member who has forfeited membership for non-payment of subscription may be restored to the Roll on payment of arrears outstanding.
9. Every Member shall be deemed liable for the subscription for the ensuing year unless his or her resignation has been tendered in writing to the Secretary on or before 31st December.

HONORARY LIFE MEMBERS

10. 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.

Members who have been with the Society for a minimum of 50 years will also be awarded with Honorary Life Membership.

FELLOWS

11. Members may be elected Fellows of the Society by a majority of two-thirds of those present at a meeting of the Committee.

No Member shall be so elected except on the recommendation of the Fellowship Sub-Committee in accordance with the separate rules governing the award.

OFFICERS

12. For the purpose of this and subsequent general rules, the expression "term" shall relate to the period commencing on the day following an A.G.M. until the end of the day on which the subsequent A.G.M. is held. The Officers of the Society to be elected by the Society in the Annual General Meeting shall be:-

- viii) A President who will normally hold office for one term, and will not be eligible for re-election for the immediate following term unless no suitable candidate is prepared to offer themselves for the post. In this case the sitting President may continue to hold office for up to a maximum of three years on the condition that they are not required to organise any further events on behalf of the Society, and that the sitting incumbent will immediately resign the office should a suitable candidate be forthcoming during the extended period.

Further, a President may be elected who is unable to organise Society events, in which case the Honorary Secretary and the Honorary Treasurer will form a Convention Committee and co-opt such members to it as is deemed necessary.

- ix) Three Vice Presidents who shall hold office for three terms and of whom the senior shall retire each term and shall not be eligible for re-election for one term. Subject to the availability of suitable candidates, one Vice President shall be chosen from Members resident in Scotland, one from Members resident in the North of England and Wales, and one from Members resident in the South of England.
- x) A Secretary
- xi) A Treasurer

The Secretary and Treasurer shall hold office for one term and shall be eligible for re-election. All Officers shall serve in an honorary capacity.

13. The President shall have power to fill any vacancy occurring among the Officers. The 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.

14. Should the Presidency fall vacant the position will be filled by the senior Vice President.
15. The Committee, as defined in Rule 16, shall appoint such other titled officials as shall be necessary from time to time.

MANAGEMENT

16. The Management of the Society shall be vested in a Committee comprised of:-

xii) The Officers of the Society as defined under Rules 12 and 15;

xiii) The immediate Past President

xiv) Three Members elected by the A.G.M., one to represent each of Scotland, the North of England and Wales, and the South of England. Each elected Member shall serve for three years and shall be eligible for re-election.

Additionally, former Executive Members may be co-opted, serving for one year.

The President, whom failing the senior Vice President present, shall be Chairman. Six members present in person or by proxy, of whom the President or a Vice President shall be one, shall form a quorum. The Chairman shall have a second or casting vote. Seven days notice of meetings of 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.

EXECUTIVE

17. The President shall act as Chairman of the Executive which shall consist of the President, the Secretary, the Treasurer, the senior Vice President and the Editor of *Maple Leaves*.

The Executive shall meet at least once a year. 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. The Executive shall exercise all such powers of the Society as are not, by the rules, required to be exercised by the Society in a General Meeting or by any specific Officer of the Society.

NOMINATION AND ELECTION

18. 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 not later than four 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.

ADMINISTRATION

19. The Financial Year of the Society shall commence on the first day of July in each year. Officers and Committee Members shall take office on the day following the A.G.M. at which they were elected or appointed.
20. The A.G.M. shall be held not earlier than six months nor later than eighteen months after the preceding A.G.M. 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.

21. 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.
22. *Maple Leaves* shall be the official organ of the Society. Publication of a notice in *Maple Leaves* shall be deemed to be sufficient intimation to all members.
23. 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.
24. The Treasurer shall maintain accounts in the name of the Society with a Bank and/or Building Society approved by the President. All uninvested funds of the Society, which are under the Treasurer's control shall be placed on deposit. Any investments shall be held in the name of the approved Bank's Nominee Company. The Committee may require the Treasurer to effect a bond of fidelity insurance. The premium shall be payable by the Society and the amount of such bond determined by the Committee.

MISCELLANEOUS

25. Regional Groups may, subject to the approval of the Committee, be formed to carry out the objects of the Society; such groups to be self-supporting. However, the Executive may authorise contributions to defray any exceptional expenses incurred. Each Group shall appoint a Contact Member to maintain liaison with the Society and shall at all times be subject to the Rules of the Society.
26. Study Groups for research in particular branches of BNA philately shall be encouraged. Each such Group shall appoint its own Secretary. The Executive shall have powers to contribute towards the reasonable expense of such Study Groups. The findings of Study Groups receiving such contributions shall not be published otherwise than in *Maple Leaves* without the consent of the Executive. Such Study Groups shall at all times be subject to the Rules of the Society.
27. The Committee shall have the power to suspend or remove from the rolls any Member who acts to the detriment of the Society, the Secretary of the Society having given that Member reasonable time to show cause why such action should not be taken. This latter requirement may be waived where a Member has been found guilty in a Court of Law of a philatelic offence.
28. Notice of proposed amendments to these Rules 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 shall only be made by a majority of two-thirds of those voting in person or by proxy at the A.G.M.
29. The Committee shall be the sole authority for the interpretation of these Rules and the decision of the Committee thereon shall be final.

ATTENTION IS DRAWN TO RULES 16 AND 22

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.

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.

EXCHANGE PACKET RULES

1. Pages of stamps, covers or cards etc., beneficially owned by a Member may be sent to the Packet Manager at any time for sale. The Packet Manager shall for all purposes be deemed to be the vendor's agent in respect of such material.
2. Only BNA material can be accepted for circulation.
3. The Packet Manager reserves the right to refuse any material which he or she, in his or her sole discretion, considers to be undesirable.
4.
 - i) Vendors must mount stamps, covers or cards on plain A4 or A5 sheets with price and clear description in ink below each item.
 - ii) The description must include the SG number and a note of any defects not apparent from a photocopy of the sheet.
 - iii) Each stamp on a page must be numbered, starting with 1.
5. Each sheet sent to the Packet Manager must be accompanied by a photocopy, black and white or colour, at the vendor's preference. If acknowledgement by the Packet Manager is required an SAE must be enclosed.
6. Material will only be insured by the Society once it is in the Society's possession.
7. The Packet Manager shall:-
 - i) Acknowledge receipt of material if so requested
 - ii) Post scanned sheets on the Society's website
8. On checking the sheets on the Society website, a Member must:-
 - i) As soon as possible advise the Packet Manager of their requirements, and send full payment in Sterling to the Society or pay by PAYPAL for those items still available.
 - ii) Check purchased items on receipt from the Packet Manager, returning any incorrectly described material within 72 hours.
9. The Packet Manager reserves the right to remove any Member from use of the Packet without assigning any reason.
10. Credit transactions are not permitted, neither is it permissible for purchases to be set off against prospective sales.
11. All remittance sent to the Packet Manager must be made PAYABLE TO THE SOCIETY and must be in POUNDS STERLING.
12. Commission is charged on sales at the rate of 10% or such other rate as may be determined from time to time and deductions are made in respect of insurance of material whilst in the Packet Manager's hands and for return postage.
13. These rules are subject to alteration from time to time should the Packet Manager deem it expedient.

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.