

As ratified at the 2021 AGM on the 29th May

NAME

The Society shall be called the Catholic Archives Society.

OBJECTS

(1) The Catholic Archives Society is primarily concerned with the records and archives of the Roman Catholic Dioceses and their predecessors and of Roman Catholic foundations in the hierarchies of England and Wales, in Scotland, and in Ireland. The Society can also be consulted about Catholic records in other institutions or in private hands.

(2) The Society's object is to promote the care and preservation of records, archives, and other associated items, including printed books, manuscripts, and items of material culture, in order that:

a) They might be of administrative service to the dioceses, religious organisations and other bodies that created them.

b) They might be accessible for academic research and other cultural purposes.

(3) To attain its objects, the Society shall promote and advise on the following:

a) The identification, cataloguing, access, conservation and preservation of the aforementioned records and archives, as well as manuscripts, printed books and material culture.

b) Provision of impartial advice to Catholic institutions seeking an appropriate place to deposit their archives in order to secure their preservation and access in the future.

c) Provision of specialist advice to members and the exchange of information.

d) Promotion of training opportunities.

e) Arrangement of an annual conference/seminar.

f) The production of an annual journal, as well as other occasional publications.

ANNUAL GENERAL MEETING

There shall be an annual General Meeting of the Society.

MEMBERSHIP

Membership is open to all who are interested in the Society's objectives as set out above.

SUBSCRIPTION

There shall be an annual subscription to the Society, the rate of which shall be determined from time to time by the Annual General Meeting of the Society.

PATRON AND PRESIDENT

The Society shall appoint a patron(s) to serve a period of up to ten years, who shares the values of the Society and supports its aims and objectives.

The Council may appoint a member or honorary member of the Society as President.

These positions are honorific and carry no responsibility for the financial management or administration of the Society. The holders shall not ex officio be member of Council but shall be invited to all council meetings, annual conferences, and other events. The Council may at any time terminate such appointments.

COUNCIL

Nine council members shall be elected for three years and are eligible for re-election for a second term of three years. They could then be eligible for a further term after standing down for at least one year.

Each year, the Council will elect from its membership a Chairperson and Vice-Chairperson. The secretary and treasurer will be appointed by the Council, but not necessarily from their number. The term of office would be for three years, initially, with the proviso that the appointment must be renewed by Council annually, and it could be extended after that on the same condition.

The retiring Chairperson becomes automatically an ex-officio on the council for the following year.

The Council shall have power to appoint sub-committees and to co-opt not more than two others members.

AMENDMENTS TO THE CONSTITUTION

Amendments to the Constitution shall be made at the Annual General Meeting.