

THE VICTORIANS INSTITUTE
Constitution and By-Laws (last amended November 2007)

Article I NAME

The name of this organization shall be the Victorians Institute.

Article II PURPOSE

It is the purpose of the Institute to foster the study of Victorian literature, history, art, mores and politics through conference and the publication of papers.

Article III MEMBERSHIP

Membership in this organization shall be open to all persons who may desire to contribute to its purpose. There shall be two classes of members: regular members and student members. Student members must be currently enrolled in institutions of higher learning. Both classes of members shall be eligible to vote on all matters brought before the organization and to receive materials published and distributed by it.

Article IV OFFICERS AND GOVERNMENT

Section 1. The Council

The Institute shall be governed by a Council composed of the following officers: President, Vice-President, Treasurer, Secretary, Editor of the Journal, and three members-at-large. All officers shall be regular members of the Institute.

(i) The Vice-President, Treasurer, Secretary and members-at-large shall be elected at the annual business meeting. The Vice-President shall be elected for a two-year term. The Treasurer and Secretary shall serve two-year renewable terms. The members-at-large shall be elected for two-year terms, expiring in alternate years, except that one shall serve an initial one-year term.

(ii) Upon completion of his (her) two-year term, the Vice-President shall become President for a two-year term.

(iii) The Editor of the Journal shall be appointed by the Council.

(iv) In case of the death or resignation of the President, the Treasurer shall serve as chief executive officer through the remainder of the unexpired term. All other vacancies on the Council resulting in unexpired terms shall be filled by the Council.

(v) The Council shall have the authority to act on matters of concern to the Institute that cannot be postponed until the business meeting; however, the Council's actions must in all cases be ratified by the membership at the next business meeting.

Section 2. Duties of the Officers

(i) The President shall preside at the meetings of the Institute and Council. The President shall plan the annual conference in consultation with the Council and representatives of the hosting institution.

(ii) The Vice President shall serve as chairman of the Nominations Committee and, in the absence of the President, shall preside at meetings of the Institute and the Council.

(iii) The Secretary shall record all the meetings of the Institute and the council and shall collect all records and publications of the Institute.

(iv) The Treasurer shall collect all dues, keep account of the finances of the Institute, and report to the membership at the annual business meeting. In the absence of both the President and Vice-President, the Treasurer shall preside at meetings.

(v) The members-at-large shall serve on the Nominations committee.

(vi) The Editor of the Journal shall appoint the members of the Editorial Board for initial three-year terms and shall recommend to the Council renewal of Board appointments and general policy for the publication of the Journal.

Section 3. Committees

(i) The Nominations Committee, consisting of the Vice-President and the three members-at-large, shall present nominations for the five elected officers to the membership at the annual business meeting, as terms of office expire.

(ii) An auditing committee, appointed by the Council, shall examine the Treasurer's records biennially.

(iii) the Council may appoint other committees to promote the wider influence and more effective management of the Institute.

Article V CONFERENCES

The Institute shall sponsor each year at least one conference, the time and place of which shall be determined by the President. The business meeting shall be part of the conference program each year.

Article VI OBLIGATIONS OF MEMBERSHIP

All members of the Institute shall be expected to evidence an interest in the life, character and literature of the Victorian Era and to foster the development of the Institute.

Article VII USE OF FUNDS

This Institute shall be organized and operated exclusively for educational purposes, and no part of any net earning accruing from the execution of this purpose shall inure to the benefit of any private member, officer or individual.

Upon dissolution of the Institute, for whatever purpose, any and all assets belonging thereto shall be contributed entirely to another such organization for the benefit of its work. In such an event, the Council shall select the organization.

Article VIII AMENDMENTS

The Constitution may be amended at any regular meeting of the Institute by a two-thirds vote of those present, provided that the proposed amendments have been approved by the Council and that after such approval notices have been sent by the Secretary to each member of the Institute at least two weeks before the time of the annual meeting. In case, however, the Council fails to approve any proposed amendments, notice may be given by a member at any regular meeting that he will propose such amendments one year hence; in such case the Secretary shall notify all members of the proposed amendments at least two weeks before the regular meeting; and if the proposed amendments are passed by a two-thirds vote at the regular meeting, such amendments shall become a part of the constitution.