

# INTERNATIONAL LEAGUE AGAINST EPILEPSY

## BRITISH BRANCH CONSTITUTION

### **Article 1: Name**

**1.1.** The 'Organisation' shall be known as International League Against Epilepsy (ILAE) British Branch.

### **Article 2: Administration**

**2.1.** The Branch shall be administered by the Council of the British Branch.

### **Article 3: Objectives**

The objectives of the Organisation are to:

- 3.1.** Assist in the dissemination of knowledge and good practice in all aspects of epilepsy, and stimulate interest in the clinical, social and scientific aspects of the disorder.
- 3.2.** Co-ordinate the activities of those interested in the better care and treatment of those people with epilepsy.
- 3.3.** Actively participate in the business of the ILAE.

### **Article 4: Methods**

To that end, but without restricting the main objectives of the ILAE and in so far as the same shall be wholly charitable, the Organisation shall:

- 4.1.** Hold an Annual Scientific Meeting.
- 4.2.** Hold other meetings, as required.
- 4.3.** Hold an Annual General Meeting during the course of the Annual Scientific Meeting.
- 4.4.** Use other methods as appropriate to fulfil the aims of the Organisation.

### **Article 5: Membership**

**5.1.** Membership shall be open to any professional person working in the field of epilepsy in the United Kingdom who expresses an interest in furthering the objectives of the Organisation.

**5.2.** Application for membership is to the Chapter Secretariat via an online application form.

**5.3.** The Secretariat will decide about acceptance of the applicant.

**5.4.** If the application has been rejected the applicant can appeal in writing to the Secretary who will put the appeal on the agenda of the first forthcoming meeting of the Annual General Meeting. The Council decides about acceptance of the applicant by the majority vote of those present.

**5.5.** Members are obliged to pay an annual membership fee of either £25.00, £50.00 or £100.00 (subject to alternation). And failure to pay will result in termination of membership.

**5.6.** By becoming a member of the organisation, the member agrees to the aims of the Branch.

**5.7.** Membership can be terminated:

**5.7.1.** If the member is deceased.

**5.7.2.** If the member cancels his/her membership.

**5.7.3.** If the British Branch Council directs the member to withdraw his/her membership.

## **Article 6: Council**

**6.1.** The Council shall consist of the following officers:

- A President, elected by the membership and serving for one year as President –Elect and three years as President.
- Honorary Secretary and Honorary Treasurer, both elected by the membership and each serving for three years.

**6.1.2.** In addition, the Council shall also consist of the following members:

- Five council members, each serving for three years and each elected by the membership (A year is deemed to run from the Annual General Meeting of one year to the Annual General Meeting of the next year, even if this period exceeds or is less than twelve months).

**6.1.3.** No Officer or Council member may occupy a seat on Council for a period exceeding a maximum of six years (two terms), except President who may serve an additional year in the position of President-Elect.

**6.1.4.** An individual can hold any of the Officer posts for a single terms only.

**6.1.5.** In addition, on an exceptional basis, the Council may co-opt additional members for specific tasks or responsibilities for a fixed term, to be determined by the Council. Co-opted members are non-voting but otherwise have the same rights as elected council members.

**6.1.6.** If the current President , Officer or member of the Council cannot fulfil the full term of office, a new President, Officer or member of the Council will be selected by the Council, until such time as an election may be arranged.

**6.1.7.** All members of the Council are deemed to represent the membership as a whole (and not their particular sub-specialty or region). The constituency for elections for all positions on the Council is the entire membership, with each member having a single vote.

**6.2.** Elections for Officer and non-Officer posts will be conducted by the current Council, in accord with the terms of the Constitution.

**6.2.1.** An independent organisation will be employed to conduct the electoral process.

**6.3.** The Council shall act to conduct the day to day affairs of the Branch. The Council may hold meetings at any time or in any place which may be convenient to the Council members. It may conduct business also by other appropriate means of communication (for instance by teleconference). Only business of which minutes have been made, acknowledged by the members of the Council (who participated), will be considered legal business of the Council. Decisions are made by a majority of the voting members attending. In the event of a tie, the President has a deciding vote.

## **Article 7: Finances**

**7.1.** The Organisation shall have the authority to accept and administer gifts, legacies, movable or immovable properties, donations, and assets of any kind without any restrictions as to the amount of value.

**7.2.** The assets of the British Chapter shall be used to further the objectives of the British Branch as authorised by the Council.

**7.3.** No portion of the assets of the British Branch shall be paid directly or indirectly to any Officer or any member of the Branch except for payment of expenses made in the interest of the Society.

**7.4.** Proper books of accounts shall be kept by the Treasurer, and they shall be certified by a qualified auditor at the end of each fiscal year.

**7.5.** The Organisation shall pay to the ILAE annual dues which shall be proportional to the number of dues paying members as of December 31 of the previous year.

**7.6.** No Council member should receive payment from a third party for speaking at a symposium helped under the auspices of the Organisation.

**7.7.** Council members may claim for reasonable expenses. These will be subject to approval by the Organisation's Secretariat.

## **Article 7: Amendments to the Constitution**

Amendments may be initiated by the Council or by twenty-five per cent of the members. Such amendments must be submitted to the Secretary at least twenty days before the next Annual General Meeting, and due notice of such amendments shall be given to all members by the Secretary at least ten days before an Annual General Meeting or Extraordinary General Meeting.

## Article 8: Effective Date

This Constitution is amended and valid as of August 8th 2018.

This document is certified by:

A handwritten signature in black ink, appearing to read "John Paul Leach". The signature is written in a cursive style with a long horizontal flourish underneath.

John Paul Leach  
President, ILAE British Branch  
07/08/2018

A handwritten signature in black ink, appearing to read "Juliet Solomon". The signature is written in a cursive style.

Juliet Solomon  
Executive Director, ILAE British Branch