ROYAL ASTRONOMICAL SOCIETY
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Registered Charity 226545

Advancing Astronomy and Geophysics

19th October 2015

ELECTIONS TO RAS COUNCIL 2016

Dear Fellow,

Members of the RAS Council are elected by ballot of the Fellowship at the Annual General Meeting that in 2016 will be held on Friday 13th May. I invite you to submit **nominations** (or to consider having yourself nominated) for the positions on Council listed below which become vacant on that day.

POSITION	Years to serve
Vice President (A)	2 years
Vice President (G)	2 years
Treasurer	5 years
Secretary (G)	5 years
1 x Councillor (A)	3 years
1 x Councillor (G)	3 years
2 x Councillor (A/G)	3 years

"A" signifies all areas of astronomy & astrophysics; "G" covers geophysics, solar-terrestrial physics and planetary sciences, respectively.

The bye-laws require that, in order to achieve a balance of relevant scientific interests, Council shall include two Vice-Presidents nominated A, two Vice-Presidents nominated G, one Secretary nominated A, one Secretary nominated G, at least four Councillors nominated A and at least four Councillors nominated G; in addition, of the Councillors elected each year, at least one should be in category A and one in G.

For your information, overleaf, I give the expected composition of Council after the 2016 AGM (attachment A) and details on the roles of and commitment required for the positions of Treasurer and Secretary (attachment B) that together with the positions of President and President elect constitute the Officers of the Society.

Please remember that the RAS is *your* Society, so I warmly encourage you to participate in this most important activity.

Please complete a nomination form, (attachment C) which should be returned by post or by email to the RAS Executive Director, Pamela Mortimer, pm@ras.org.uk before noon on **Friday, November 27th 2015**. Please note that signatures of the nominee and the two proposers are required, scanned copies will be accepted.

Those standing for election to Council should note that, if elected, they become trustees of the Society. Further information on eligibility and responsibilities of trustees can be found at https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3

Prof. Ian Crawford
Senior Secretary
October 2015

ROLE OF TREASURER AND SECRETARY

The role and commitment required by the Treasurer and Secretary posts are set out below:

Treasurer of the Royal Astronomical Society

The position of Treasurer will become vacant on the 13th May 2016. The term of this Office is five years with the possibility to be re-elected for a second five year term.

This is a senior position and requires significant commitment in terms of time and intellect. A small annual stipend is provided.

Council delegates management and oversight of the Societies financial matters to the Treasurer. The relevant extract from the Byelaws (revised 2015), copied below sets out the role.

Ideally the incumbent should:

- Have experience of managing budgets and providing strategic assessment of organisations finances to the management board and of developing future strategic financial plans.
- Have significant general management experience (at Head of Department level minimum)

The position requires a time commitment of at least two full working days per week plus significant (almost daily) email engagement with RAS staff, publishers, other committees (e.g. RAS 200 Steering group, Fellowship panel etc.)

In addition the Treasurer chairs the Finance Committee, Grants panels and the Publication Management Committee and attends many other meetings.

SECTION XIV of the Byelaws (revised 2015) - the role of the Treasurer

54. The Treasurer shall cause to be made records and accounts of all sums of money due to the Society and paid by the Society, and shall present annual summary accounts, through Council, to the Annual General Meeting for approval, and then to the Government as required by law.

55. The Treasurer shall present prospective budgets for the financial affairs of the Society, including for the financial management of the publications, and report at each meeting of the Council on financial matters.

56. The Council may set a limit on sums of money which may be authorised by the Treasurer and the Executive Director for specific items above the agreed budgets without express approval by the Council. No sums of money in excess of such limit shall be paid without a resolution of the Council, recorded in the minutes. Notwithstanding the limit, the Council may delegate the Treasurer to agree with the Society's publisher for expenditure necessary for the in-year management of the publications, for example to maintain short publication times, provided the Treasurer reports on these financial matters to Council as provided in Byelaw 55.

57. The accounts of the Society shall be inspected annually by professional auditors.

58. A Treasurer whom the Council has deemed to have grossly neglected or misconducted their duties shall be removed from the post.

Secretary of the Royal Astronomical Society

The position of Secretary (Geophysics) will become vacant on the 13th May 2016. The term of this Office is five years with the possibility to be re-elected for a second five year term.

This is a senior position and requires significant commitment in terms of time and intellect.

Council delegates the creation of the programme of the scientific meetings of the Society to the Secretaries and numerous additional tasks. The relevant extract from the Byelaws (revised 2015), copied below, sets out the role.

In addition to the creation of the scientific programme the Secretaries are required to participate in the grants and awards committees and attend various other meetings and committees of the Society.

The position requires a time commitment of two to three days a month (that will include attendance at all Council and Officers meetings, attendance at other committee meetings and significant email engagement with RAS staff and other committees.

SECTION XV of the Byelaws (revised 2015) - the role of the Secretaries

59. The duties of the Secretaries shall include the creation of the programme of the scientific meetings of the Society and such other responsibilities as are determined by the Council.

60. A Secretary whom the Council has deemed to have grossly neglected or misconducted their duties shall be removed from the post.

EXPECTED CONSTITUTION OF COUNCIL 2016

With effect from the Annual General Meeting 2016, the RAS Council is expected to be constituted as follows:

Office	Name	Years to serve	Category
President	John ZARNECKI	2	G
Vice Presidents	To be elected	2	A
	To be elected	2	G
	Don KURTZ	1	A
	Christine PEIRCE	1	G
Treasurer	To be elected	5	A/G
Secretaries	Ian CRAWFORD	1	G
	To be elected	5	G
	Mandy BAILEY	2	A
Councillors	Jane MACARTHUR	1	G
	Sara RUSSELL	1	G
	Stacey HABERGHAM	1	A
	Martin BUREAU	1	A
	Joanna BARSTOW	2	A
	Mike BODE	2	A
	Caitriona JACKMAN	2	G
	Stephen SERJEANT	2	A
	To be elected	3	A
	To be elected	3	G
	To be elected	3	A or G
	To be elected	3	A or G