

WORKING STRUCTURE OF THE ASSOCIATION OF CURATORS FOR COLLECTIONS FROM EGYPT AND SUDAN (ACCES)

Name

1 The name of the Association is the Association of Curators for Collections from Egypt and Sudan, which may be abbreviated for convenience to ACCES.

Administration

2 Subject to the matters set out below, ACCES and its property shall be administered and managed by the core members as outlined below (section 5).

Objectives and Aims

- 3** The objectives and aims of ACCES are:
- to promote the interests of collections from ancient Egypt and Sudan in museums in the UK;
 - to encourage good practice in the curatorship, collections management, and interpretation of UK collections from Egypt and Sudan;
 - to encourage, facilitate, and disseminate research on UK collections from Egypt and Sudan;
 - to foster networks and collaborations among museum professionals, regional museum hubs, university academics, postgraduate students working in ancient Egyptian and Sudanese archaeology and philology, museum studies and archaeological conservation;
 - to promote public engagement with UK collections from Egypt and Sudan and encourage new audiences and increased educational use.

Powers

4 In furtherance of the aims and objectives, but not otherwise, the core members may exercise the following powers:

A) To raise funds and to invite and receive contributions provided that in raising funds the core members shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law;

B) to buy, take on lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use;

C) subject to any consents required by law to sell, lease or dispose of all or any part of the property of ACCES

D) to employ such staff (who shall not be core members) as are necessary for the proper pursuit of the objects and to make all reasonable and necessary provision for the payment of pensions and superannuation for staff and their dependants;

E) to co-operate with other charities, voluntary bodies, statutory authorities, educational institutions and individual person operating in furtherance of the objects or of similar charitable purposes and to exchange information and advice with them;

F) to establish or support any charitable trusts, associations or institutions formed for all or any of the objects;

G) subject to not delegating any of its powers, to appoint and constitute such advisory committees and working groups as the core members may think fit, the members of such advisory committees or working groups not being limited to core members or members of ACCES;

H) to present, promote, organize, provide, manage and produce exhibitions, conferences, lectures, tours and seminars which are conducive to the advancement of education;

I) to publish, issue, circulate or otherwise disseminate and communicate freely or otherwise, literary, visual and aural educational material including reports and periodicals, books, pamphlets and other literature;

J) to enter into agreements and engagements with curators, librarians, archivists, craftsmen, lecturers, teachers, writers, artists and other practitioners in learned subjects and retain advisers, and to remunerate such persons (other than core members) by salaries and fees;

K) to purchase, acquire and obtain interests in the copyright or the right to display, perform or publish any material which can be used or adapted for the objects of ACCES;

L) to pay out of the funds of ACCES the costs, charges and expenses of and incidental to the formation and registration of ACCES;

M) to do all such things as are necessary for the achievement of the charitable objects of ACCES.

Membership

5. A) Core members shall be museum curators and archivists of Egyptian/Sudanese collections from those museums and professional institutions that are participating in any Registration or Accreditation scheme recognized by the core members. Core members should be interested in furthering the objects of ACCES and have paid the annual membership subscription (if any) laid down from time to time by the members in general meeting.

B) Associate members shall be non-specialist museum and professional institutions of Egyptian/Sudanese collections that are participating in any Registration or Accreditation scheme recognized by the core members.

C) Each core and associate member who is a body corporate or unincorporated association shall notify the name of the representative appointed by it and of any alternate to the Society. That representative, or their alternate when the representative is not present, shall exercise the member's voting rights at general meetings of ACCES. If the representative or alternate resigns from or otherwise leaves the member organization, he or she shall forthwith cease to be the representative of the member organization.

D) The core members may by unanimous vote and for good reason terminate the membership of any member organization; provided that the appointed representative of the member organization concerned (as the case may be) shall have the right to be heard by the core members, accompanied by a friend before the final decision is made.

E) A member may resign from ACCES by notifying the Secretary in writing of the intention so to do and upon such resignation being accepted by the Committee, that institution shall cease to be a member of ACCES.

Honorary Officers

6 A) At the Annual General Meeting of ACCES, the core members present shall elect from those amongst themselves a treasurer, web officer and mail master.

B) Officers will hold post for two years and will be eligible for re-election subsequently.

C) No person shall serve as honorary officer for a period of more than six consecutive years.

D) No person shall be appointed as an honorary officer until declaring their acceptance to do so.

E) A member of the Executive Committee shall cease to hold office if he or she:
1) becomes incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs;
2) notifies the core members of a wish to resign.

Meetings and proceedings of ACCES

7 A) ACCES shall hold one annual general meeting each year. In addition, special meetings may be called at any time by any three core members upon not less than four days' notice being given to the other core members of the matters to be discussed .

B) Every general meeting shall be called by the core membership with at least 28 days' written notice of the annual general meeting to all the members of ACCES. All members of ACCES shall be entitled to attend and vote at the meeting.

C) The chairman shall be any core member volunteering before the meeting. If the said chairman is absent from any meeting, the core members present shall choose one of their number to be chairman of the meeting before any other business is transacted.

D) There shall be a quorum when at least one-third of the number of core members.

E) Every matter shall be determined by a majority of votes of all core and associate members present and voting but in the case of an equality of votes the chairman of the meeting shall have a second or casting vote.

F) The business of the annual general meeting shall include: i) Presentation by the core members of its annual report and the audited or examined financial statements for the financial year last ended; ii) any other business appropriate to be transacted at the annual general meeting.

G) Core members may co-opt up to three persons to attend its meetings and contribute to its discussions, but such co-opted members shall not be eligible to vote on any matter.

H) The mail master shall keep and circulate minutes of the proceedings at meetings.

I) The core members may from time to time make and alter rules for the conduct of their business, the summoning and conduct of their meetings and the custody of documents. No rule may be made which is inconsistent with these guidelines.

J) The core members may appoint one or more sub-committees for the purpose of making any inquiry or supervising or performing any function or duty which in the opinion of the core members would be more conveniently undertaken or carried out by a sub-committee; provided that all acts and proceedings of any such sub-committees shall be fully and promptly reported to the core members.

Receipts, Accounts and Expenditure

8 A) The funds of ACCES, including all contributions, donations and bequests shall be paid into an account operated by the treasurer in the name of ACCES at such bank as the core members shall from time to time decide.

B) The funds belonging to the Network shall be applied only in furthering ACCES's objects.

C) The treasurer shall keep accounting records for ACCES; prepare annual statements of account for ACCES; allow auditing or independent examination of the statements of account of ACCES.

Alterations to the Rules

9 A) The Rules may be altered by a resolution passed by not less than two-thirds of the members present and voting at a general meeting. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration proposed.

B) No amendment may be made which would have the effect of making ACCES cease to be a charity.

Dissolution

If the core members decide that it is necessary or advisable to dissolve ACCES it shall call a meeting of all core members of ACCES, of which not less than 28 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the core members shall have power to realize any assets held by or on behalf of ACCES. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of ACCES as the members of ACCES may determine or failing that shall be applied for some other charitable purpose.