



Maltese Cardiac Society

1. Name of Society

The name of the association shall be 'Maltese Cardiac Society'.

2. Aims, Objectives and Responsibilities

The aims objectives and responsibilities of the Society are:

- a. The advancement of knowledge of disease of the heart and circulation.
- b. To organise post-graduate educational activities and to encourage the provision of a high standard of teaching and training for undergraduates.
- c. To conduct, direct, encourage, support or provide for Cardiac research.
- d. To diffuse information on matters related to Cardiology and circulation through publications and other media and hold such meetings (seminars etc.) as may assist the objectives of the Society.
- e. To join, liaise, affiliate, register with other local, national, regional or international bodies that will further the aims of the Society.
- f. To promote and maintain high professional standards and ethics.
- g. To grant certificates of proficiency or standard or diploma in cardiology and carry out such assessments as may be necessary to further this aim.
- h. To establish a register of members which shall be available for viewing on request to the Secretary.
- i. To pursue such other activities as are deemed to be necessary/ consonant with the aims of the Society.

3. General

- a. The Society is a non-profit organisation; it shall not undertake any trade union activities or engage in any political activities. Trade union officials cannot become members of the council.
- b. The Address of the Society shall be situated at such address as the Council shall determine. The choice and any change thereof of the address shall be notified by the Council to all members of the Society and to any affiliated Society.

- c. The Society is enforced to acquire, own, administer, alienate and otherwise dispose of under any title whatsoever any property of whatever nature it deems fit. It may accept unrestricted contribution and assistance in any form without bias from any source.
- d. All income and property of the Society from whatever source shall be used in pursuance of the aims of the Society. No part thereof can be transferred or paid to any member of the Society past or present except as remuneration for services rendered and commissioned by the council of the Society.
- e. Administration and property of the Society shall be subject to control of the council.

4. Membership of the Society

The Society will have provisions for Ordinary, Extraordinary Associate, Lay and Honorary membership.

I. An Ordinary Member Shall:

- a. Be fully licensed to practice the profession of Medicine in Malta or country of origin and registerable with the Medical Council of Malta.
- b. Be in possession of registered or registerable higher post graduate qualification in Cardiology. He must have attained the status of senior registrar or consultant in Cardiology OR be in possession of a registered or registerable higher post graduate qualification in cardiology for at least four (4) years and have trained in cardiology in recognised posts and appropriate grades.

OR

- c. Cardiac Thoracic Surgeons, in Consultant or Senior Registrar Grade who have a special interest, or whose primary interest is, in Cardiology, Cardiovascular Surgery or in research in the subjects.
- d. Have paid the appropriate application, registration and membership fees.
- e. Be entitled to receive all general notices sent out by the Society to its members, to attend, speak, and vote at Society meetings and generally to participate in the activities of the Society to be eligible for election to the council.

IIa. Extraordinary Membership:

- i. Individuals not entitled to be ordinary members but who have attained the status of senior registrar or consultant or equivalent but who an interest in cardiology or cardiovascular disease - Physicians, anaesthetists, surgeons, etc.
- ii. Does not entitle designation of any form and does not confer any form of status in Medicine.

- iii. Entitles the individual to receive all general notices sent out by the Society to its members and to speak at general meetings of the Society and generally to participate in the Society's activities. He shall not be entitled to vote at general meetings nor be eligible for election to the Council.
- iv. Have paid the appropriate fees.

IIb. Associate Membership

- i. Individuals not entitled to be ordinary members but who have an interest in cardiology or cardiovascular disease – established scientists, qualified nursing and technical staff.
- ii. Does not entitle designation of any form and does not confer any form of status in medicine.
- iii. Entitles the individual to receive all general notices sent out by the Society to its members and to speak at general meeting of the Society and generally to participate in the society's activities. He/She shall not be entitled to vote at general meetings nor be eligible for election to the Council.
- iv. Have paid the appropriate fees.

IIc. Lay Membership

- i. Individuals/members of the public who have a special interest in cardiac diseases e.g.
 - patients who have undergone heart transplant, By Pass surgery, percutaneous Coronary interventions.
 - Patients who suffer from cardiomyopathy or congenital heart disease.
 - Carers of cardiac disabled patients.
- ii. Does not entitle designation of any form and does not confer any form of status in medicine.
- iii. Entitles the individual to receive all general notices sent out by the Society to its members and to speak at general meeting of the Society and generally to participate in the society's activities. He/She shall not be entitled to vote at general meetings nor be eligible for election to the Council.
- iv. Have paid the appropriate fees.

III. Honorary Membership

Honorary Membership may be granted on the recommendation of the council at the General Meeting to individuals in recognition of special or exceptional services or outstanding work even though such individuals are not otherwise eligible for membership of any type.

Honorary Members may attend the General Meetings but may not vote or be elected to the Council.

5. Procedure of Membership

- a. Any person eligible for membership may apply to the secretary of the Society for entry as a member.
- b. Application for membership shall contain any information which the Council shall deem necessary or useful.
- c. The Council shall have absolute discretion in accepting or rejecting any application of admission as a member.
- d. The secretary shall inform the applicant whether he/she has been accepted by the Society or otherwise.
- e. Rejected candidates may appeal to the General Meeting for reconsideration.

6. Fees and Subscription

- a. Members may be required to pay a registration fee as determined by the Council.
- b. Every member will be requested to pay an annual subscription fee as determined by the Council, payable in advance the first week of January each year.
- c. Failure to be fully paid in accordance with the provision of a, b, will jeopardise the rights of the members and may in exceptional cases lead to erasure from the Society's register as decided by the council.

7. Termination of Membership

Membership in the Society is terminated as follows and /or the following:

- a. By notice in writing of resignation submitted by the resigning member to the Secretary.
 - b. Failure to pay membership fee after the lapse of six months from written notice having been given to the member or sent by registered post.
 - c. Commission of an offence resulting in erasure from the Maltese Medical Register for professional misconduct.
 - d. The conduct of the member is considered to be detrimental to the honour and interests of the medical profession or of the Society.
 - e. Termination of membership shall be determined by a resolution passed and approved by three quarters majority of the members of the Council who are present at the meeting. Before resolving on the issue the Council shall give to the member the opportunity to make submissions to the Council either personally or through representative.
8. Where the membership of the member is terminated the Secretary shall communicate to the member the decision of the Council without obligation to give the reason for termination of membership.

9. A member who has been expelled for any reason (not being his/her own resignation) shall have fourteen (14) working days from the notice of such decision within which to appeal from the said decision at the next general meeting of the Society.

10. Any member whose membership has been terminated or who has voluntarily resigned shall forfeit any membership fee he/she had paid and shall not be entitled for any refund.

11. Organs of the Society

The Society has two organs namely:

- i. The Council
- ii. The General Meeting of the Members.

12. Composition of the Council

a. The Council shall be composed of seven members who shall be elected by the General Meeting at an annual General Meeting; they shall serve for a period of two years and shall retire on the election of a new committee by the General meeting. Retiring members shall be eligible for re-election. The General Meeting shall elect six members to the Council. A separate election shall take place for the Resident.

b. The members of the first Council shall be the persons holding office on the date of approval of this statute as members of the Steering Committee. The total number must not exceed seven (7). The President and Committee shall remain in office for 2 years.

c. No person shall be eligible for appointment or member of the Council unless he/she is an ordinary member of the Society.

d. The officials of the Council shall be:

- i. The president who shall serve as Chairman of the Council and of the General Meeting. He must not serve on more than two consecutive terms at one go. He/She must be a registered cardiologist.
- ii. The Vice President shall substitute the President in the latter's absence and shall be responsible for the Society's international affairs. He/She must be a registered cardiologist.
- iii. The Honorary Secretary (and secretary for information and Public relations), who shall act as secretary to the Council and the General meeting and shall keep minutes of all meetings of the organs of the Society. He shall notify members of Council for meetings, notify members of the Society of General Meetings. He/She must be a registered cardiologist.
- iv. The Honorary Treasurer (and secretary for academic and social affairs) who shall be responsible for all monies and their administration; shall be responsible for the issuing of receipts for payments and monies by the Society.
- v. Registrar (and secretary for ethical affairs, certification and examination)
 - Shall be a registered cardiologist
 - shall be responsible for the maintenance of the Register of members.
 - shall be responsible for the running of examinations and certification when the necessity arises. With respect to consultations or subcommittees concerning specialist standards, registration, accreditation etc, any subcommittee must be composed of specialists in the area.

- shall be responsible for the ethical affairs of the Society and its members in all their aspects.
- vi. Two members.

13. Function of the Council

- a. To formulate and implement policies in conformity with the statute of the Society and of the General Meeting which must not be in conflict with the statute.
- b. To carry on the management and administration of the Society in accordance with the policies of the Society.
- c. To perform any act this is specifically reserved to it by Statute.
- d. To call the Annual General Meeting and any General Meeting (Extraordinary) of the Society.
- e. To represent the Society whether in judicial matters by the President or in any other person appointed for the purpose by the Council.

14. Procedure of Council Meetings

- a. The Council shall, subject to the provision of the Statute regulate its own procedure.
- b. Following an election of the members to the Council, the president shall call and chair a meeting of the Council within one week from the election during which meeting the officials of the Society shall be decided upon.
- c. The quorum for any meeting of the Council shall be four members present in person throughout the duration of the meeting.
- d. The Council shall ensure that minutes are made in books provided for the purpose:
 - i. of all officers appointed by the Council
 - ii. of the names of members present at each Council Meeting
 - iii. of all resolutions and proceedings at all, Council and General Meetings.
- e. The Council may delegate any of its members to conduct any business on its behalf.
- f. Resolutions shall be passed by simple majority of those present. In the case of equality of votes, the Chairman of the meeting shall have a casting vote.
- g. Meetings shall be called by the Secretary at the request of the President or of at least 2 members of the council. Notice of any meeting of the Council shall be given in writing at least seven days before the date of the meeting unless all Council members waive such notice. The notice shall be accompanied by the Agenda which shall specify all matters to be discussed.
- h. The office of members of the Council shall be vacated:
 - i. if he/she resigns in writing
 - ii. if he/she ceases to be a member of the Society
 - iii. if he/she is absent from, 3 consecutive or 6 non consecutive meetings of the Council without justification.

15. Elections

- a. There shall be an Electoral Commission consisting of three members not in the Council and not intending to take part in an election to the Council for the duration of their office. They shall be appointed for 2 (two) year at the Annual General Meeting after the approval of the minutes, the President's address, the Treasurer's report matters arising thereof and other matters. The Commission shall elect among themselves a Chairman.
- b. The Electoral Commission will immediately (on formation) accept nominations of candidates to the next Council. Each nomination will be proposed by a member and seconded by another member.
- c. If the number of nominations for the Council exceeds the number of vacancies a ballot shall be held immediately with voting papers which shall show:
 - i. the number of vacancies to be filled
 - ii. the number of the candidates
- d. The ballot paper shall then be collected and the votes counted.
- e. The results of the ballot shall be announced at the Annual General Meeting by the Chairman of the meeting on behalf of the Electoral Commission. The result will include the candidate's name and number of voted that he/she obtained.
- f. In the event of a tie of two or more candidates a further secret ballot shall be taken in which only such candidates shall compete.
- g. The Chairman of the Annual General Meeting after announcing the new members of the Council shall close the Annual General Meeting.

16. The Annual General Meeting

The Annual General Meeting shall be convened every year in October by the Council. The Secretary shall give written notice of such meeting to all members of the Society informing them of the date, time, place and agenda of the meeting at least two weeks in advance.

The Agenda shall include:

- a. Approval of the minutes of the last Annual General Meeting and Extraordinary General Meeting, if any
- b. An annual report by the President
- c. A financial report to be made by the Treasurer
- d. Matters arising thereof
- e. Other matters
- f. Formation of the Electoral Commission if due
- g. Election of the next Council if due.

17. The Extraordinary General Meeting

- a. Any General Meeting of the members which is not an Annual General Meeting.

- b. Any Extraordinary General Meeting shall be called to discuss business of a particular importance. It may be requested either by the Council or at least 35% of the ordinary members of the Society.
- c. The Secretary shall give written notice of such meeting to all members of the Society informing them of the date, time, place and agenda of the meeting at least 7 (seven) days in advance but not later than 1 month from any request having been made by the members of the Society. The President of the Council shall preside.

18. Procedure at General Meetings

- a. A General Meeting shall, subject to the provision of the Statute, regulate its own procedure.
- b. The quorum of any General Meeting shall be at least 50% of the members eligible to attend and vote present in person throughout the duration of the meeting. In the event of no quorum result – the meeting shall proceed after 30 minutes.
- c. Resolutions amending or altering the Statute require a two thirds plus one majority of ordinary members entitled to attend and vote at the meeting. All other resolutions shall be passed by a simple majority. In the event of equality of votes the Chairman shall have a casting vote.
- d. Voting shall ordinarily be by show of hands, unless any member requests that it be secret. The election of the Council members of the Society shall be secret.
- e. All meetings shall be called by the Secretary Notice of any meeting shall be in writing unless all ordinary members waive such notice. The notice shall in all cases contain an agenda which shall specify all matters to be discussed.

19. Dissolution of the Society

- a. Dissolution of the Society shall require a three quarter plus one majority in a General Meeting of ordinary members entitled to attend and vote at the meeting.
- b. On dissolution of the Society the General meeting resolving the dissolution of the Society shall appoint a liquidator to mind up the assets of the Society. All the property of the Society shall on winding up be transferred to Charitable Institutions (one or more) nominated by the General Meeting resolving the dissolution of the Society.