

# INTERNATIONAL UROLITHIASIS SOCIETY



## DRAFT STATUTES OF THE INTERNATIONAL UROLITHIASIS SOCIETY

### PREAMBLE

Urolithiasis is a condition affecting most societies on Earth. An International Urolithiasis Society (IUS) was formed to facilitate advancement of the scientific knowledge, medical investigation, and treatment of urinary stone disease throughout the world in the interests of the peoples of the world.

### ARTICLES OF ASSOCIATION

#### 1. Name and Legal Domicile

In accordance with the articles set forth hereunder, an Association is hereby formed under the name of International Urolithiasis Society (hereinafter sometimes referred to as the Society or IUS)

The legal current domicile of the Federation is in Durham, North Carolina, USA.

**1.1** The International Urolithiasis Society exists to address the aims listed in 2 below. It operates without the intent of making a profit; all revenue that it earns is ultimately used to further its aims.

#### 2. Aims

The primary aim of the Society shall be to foster research on all aspects of human urolithiasis and to stimulate international cooperation in the basic and clinical study of the disease, its causes and treatment.

**2.1** Establish, encourage and foster high professional standards of clinical and scientific urolithiasis research.

**2.2** Promote international cooperation and coordination in the development of the science of urolithiasis in matters of research, investigation, treatment, methodology, procedures, materials, regulations and practices, education and training, codes of ethics and related subjects.

**2.3** Provide a basis for closer liaison and the free exchange of professional information among urolithiasis scientists and clinicians throughout the world.

**2.4** Sponsor and support the quadrennial Symposia on Urolithiasis Research; sponsor and support regional congresses and meetings of international scope and interest.

**2.5** Encourage, sponsor and/or conduct studies, and prepare recommendations, reviews and reports on facets of urolithiasis research and treatment of international interest and concern.

**2.6** Provide consultation and advice on facets of urolithiasis science and treatment to all members of the Society, other international and regional societies, states, nations, industries and others concerned with the provision of health services and materials.

**2.7** Contribute in other ways wherever practical and feasible to the improvement of clinical and scientific aspects of urolithiasis and its services to the community.

#### 3. Organization

The International Urolithiasis Society is organized with:  
a Council (Article 5 hereafter)  
and holds Meetings as provided for under Article 9 hereafter.

#### 4. Membership

##### 4.1 Types of Membership

Members are basic or clinical scientists working in any field related to the medical, surgical or scientific aspects of urolithiasis at the time of their election.

There are four types of membership – Full Member, Associate Member, Honorary Member and Corporate Member.

**4.1.1** Full Members are qualified scientists actively involved in the practice of, or research into, any branch of urolithiasis or related basic or medical science.

**4.1.1.1** Full Members constitute the voting members of Council.

**4.1.1.2** Only Full Members are eligible to vote at International Meetings of the Society.

**4.1.2** Associate Members may be in training in any aspects of urolithiasis research or practice. They are eligible for Full Membership upon completion of their training, or acquisition of the relevant degree. Membership in this category is also open to applicants from additional organizations or sections of non-member national or regional organizations.

**4.1.3** Honorary Members are scientists who have made a distinguished contribution to urolithiasis research or practice, achieved outstanding prominence in a field of urolithiasis, or provided special service to the Society.

**4.1.3.1** Honorary Members shall pay no annual subscription.

**4.1.3.2** Honorary Membership shall be decided by meetings of Council held at the time of International Symposia.

**4.1.4** Corporate Members may be admitted from organizations manufacturing products or offering services in the field of urolithiasis.

##### 4.2 Application Procedures

**4.2.1** Applications may be submitted to the Secretary of the Council at any time.

**4.2.2** Applications for Membership in any category shall be sponsored by two full members of the Society.

**4.2.3** Application shall be subject to approval by the Council which, in arriving at its decision, will take into account applicants' eligibility for Membership (**4.1.1** to **4.1.4**).

**4.2.4** Decisions regarding membership shall be determined by a majority vote of the Council.

**4.2.5** Membership in any group becomes operative from the moment of approval by the Council.

### **4.3 Termination of Membership**

Membership of the Society will cease:

**4.3.1** By resignation tendered in writing to the Honorary Secretary of the Executive Board.

**4.3.2** For failure to attend three consecutive General Meetings of the Society without adequate reason, as determined by the Council.

**4.3.3** By non-conformation with the requirements of articles **4.1.1** to **4.1.4**.

**4.3.4** For non-payment of the annual subscription without adequate reason, as determined by the Council.

**4.3.5** By expulsion by the Council for serious misdemeanour, after providing the member with an opportunity for explanation. A decision for expulsion may be reached only by a two-thirds majority of the Council members in attendance at a General Meeting.

## **5. Council**

**5.1** The supreme body of the Society is a Council which is responsible for the establishment of policy and the overall direction of the Society. Council may exercise its authority at a meeting or when written submissions are presented to it according to the protocol established below (**5.8** to **5.13**).

**5.2** The Council is charged with the day-to-day management of the Society and with determination of the venue of the International Symposium.

**5.3** The Council consists of the President, Vice-President, Secretary, Treasurer, the principal organizer of the next International Meeting and Members-at-Large representing the following world regions:

Five (5) members from Europe and the Baltic States

Four (4) members from North America

One (1) member from South America

One (1) from Africa, the Persian Gulf and Turkey

Four (4) from India, Asia, Japan and Australasia

making a total of 20 members. The numbers of members drawn from each region may be varied from time to time in order to reflect the geographical origins of the Full Membership of the Society. Other individuals may be co-opted as non-voting members at the Council's discretion.

**5.4** A casual vacancy on the Council may be filled by a Full Member nominated by the Council, from the same world region as the outgoing Council member. Such an appointment will be subject to ratification by the Society at the next International Symposium.

**5.5** All members of the Council shall be elected by Full Members of the Society by postal ballot.

**5.6** The President of the Council will be elected from the membership of the Council by Full Members of the Society by secret postal ballot. All members of the Council will be eligible for election. Votes will be scored as one vote point per vote. In the event of a tie, a vote by the Council will decide between the two tied candidates.

**5.7** Other Office Bearers will be elected by members of the Council from within the Council's membership.

**5.8** The term of office of the elected members of the Council shall be four years. The Secretary and the Treasurer Office are eligible for re-election only once for a given office. No individual shall serve for more than twelve years. The Vice-President shall assume the office of President at the end of the President's term.

**5.9** Nominations for membership of the Council must be proposed and seconded by two Full Members of the Society and submitted to the Secretary.

**5.10** The Council shall ensure the orderly discharge of the functions of the Society and, in particular, carry out the administrative duties between the International Symposia. The Council shall establish and maintain a set of Rules through which it will accomplish these functions.

**5.11** The President, or in his or her absence, the Vice-President, or in the absence of both, a Member elected by the meeting, presides at all General and Council meetings and shall have a casting vote.

**5.12** The Vice-President presides over meetings in the absence of the President and automatically assumes the office of President at the end of the President's term.

## **6. Affiliated Organizations**

At its discretion the Council may designate organizations engaged in the broad field of urolithiasis as Affiliated Organizations with the IUS. The rights associated with such a designation shall be determined by the Council.

## **7. The Rights of Members**

The Rights of all Members are determined by Council. These Rights are set out in the Rules.

## **8. General Meetings**

**8.1** A General Meeting of all interested individuals shall be held at the time and place of the International Symposia, which will occur every fourth year.

**8.2** The General Meeting shall discuss actions, problems, and issues facing the Society and shall give participants the opportunity to record their recommendations.

## **9. Dues**

The annual dues for the various forms of membership (**4.1**) of the Society shall be fixed by Council. Failure to pay dues by the prescribed date shall lead to a loss of Rights as set out in the Rules. Council has the discretion to recognize exceptional circumstances affecting a Member and has the power to modify dues.

Initial subscriptions (for each of the years 2004 – 2008) shall be:

Full Members	US\$100.00
Associate Members	US\$50.00
Honorary Members	Nil
Corporate Members	US\$1000.00

## **10. Winding-up**

If the Society is wound up then the net assets will be employed to realize the Aims set out in Article **2**.

## **11. Amendments**

Proposals of amendments to these articles of association may be presented in writing through the Secretary to the Council. Such proposals must be proposed by one voting member of the Society and seconded by another voting member. Any such proposal must be received six months before a meeting of Council; otherwise it would be processed by mail as set out in the Rules. In either case, acceptance of amendments shall require a two-thirds majority of those voting.

## DRAFT RULES OF THE INTERNATIONAL UROLITHIASIS SOCIETY

### 1. Voting Procedures Established for Members

**1.1** The voting members of the Society are the Full Members (Statutes **4.1.1**). Only those Full Members in good standing are eligible to vote. The determination of those in good standing will be made by the Council.

**1.2** For a Society meeting a quorum must be present. A quorum of the Society consists of a simple majority of the representatives of the Full Members in good standing or their formal deputies.

**1.3** A simple majority of quorum rules; that is, for a proposal to be passed, it has to receive a majority of votes of the representatives of the Full Members in good standing.

**1.4** Whenever a vote is required, the meeting shall decide whether this shall be by show of hands or by secret ballot. In this, as in all other procedural matters, the President's decision is final.

**1.5** If equal numbers of votes are cast For and Against the proposal, the President will ask the proposer and seconder whether they wish to modify their proposal so that it is more acceptable. If they do not, there is a revote. If an equal number of votes are cast For and Against the same proposal on a second ballot, the proposal is lost.

**1.6** All proposals and amendments require a proposer and seconder before they can be put to a vote. Any voting or non-voting member of the Society can propose or second motions. During the debate, other proposals or amendments may be made. The original proposer and seconder may agree to withdraw or modify their proposal to incorporate suggestions made during the debate, so that one final proposal is put to the vote. If however, they do not accept suggestions or amendments, but wish to press their original proposal, the following procedure must be observed. Amendments must be voted on first, and if passed, are then added to the original proposal, which is then voted upon. If the amendment is defeated, the original proposal is put to the vote. If the proposal is defeated, any amendment is automatically lost as well. A similar procedure is followed with amendments to amendments; that is, the most recent one is voted on first.

If a second proposal is made during the debate, which is judged not to be an amendment, this cannot be voted upon until a decision has been reached on the first proposal.

**1.7** When the Society must select one of several alternatives -- eg, members of the Council [see **5.5**], the following procedure will be followed:

**1.7.1** Each member has one vote.

**1.7.2** If none of the alternatives receives a simple majority of the total number of members present, the one which received the fewest votes is eliminated and a new ballot held.

**1.7.3** In the event of a tie, there will be a revote.

**1.7.4** Before any new ballot, the President may ask each proposer and seconder to confirm that they wish to continue in the ballot. This procedure is continued until one candidate emerges with a simple majority of the members present.

### 2. Procedure for Conducting a Mail Ballot

**2.1** In the event that a mail ballot is required, the documents to be considered by Full Members will be sent to them by the most secure mail service available.

**2.2** Full Members are required to respond to the mail ballot in writing. Ordinarily, the response must be received no later than six months from the time the ballot documents were despatched. However, in special circumstances the President can vary the time in which a response must be received. For a proposal to be accepted it must receive a simple majority of the votes received.

**2.3** In the event of a tie, rule **1.5** will apply.

### 3. Rights of Full Members

#### 3.1 Membership

**3.1.1** An alternate representative may be appointed by a Full Member who is unable to attend a General Meeting of the Society, with power to act for that Member at International Symposia. The Secretary must be advised in writing of this appointment at least three months prior to the Symposium.

**3.1.2** Full Members can propose or second motions at General Meetings and can participate in discussions (see Rule **1.6**).

#### 3.2 Documentation

**3.1.3** Full Members will receive copies of all documents and publications distributed by the IUS.

**3.1.4** Full Members are responsible for providing their formal responses and comments on these documents to the Council.

#### 3.3 Meetings

**3.3.1** Full Members are eligible to host an International Symposium or a regional Urolithiasis Congress.

**3.2.1** Full Members may seek support from the IUS for the International Symposium or for a Regional Congress. The IUS may grant either its auspices or sponsorship where appropriate.

#### 3.4 Other rights

**3.3.2** Full Members are entitled to describe themselves as such in personal and professional documents or promotional material.

**3.3.3** A group working on a specific topic for a Full Member or several such Members may apply to Council for formal recognition as an IUS Working Group (for example, Working Groups could be formed for standardization of nomenclature and methodology; drug administration, quality assurance, or preparation of position papers).

**3.3.4** Additional rights may be determined by Council subject to ratification by the Full Membership at large.

### 4. Rights of Associate Members

#### 4.1 Membership

**4.2.1** Associate Members shall be non-voting members of the Society.

**4.1.2** Associate Members can propose or second motions at General Meetings and can participate in discussions (see Rule **1.6**).

#### 4.2 Documentation

**4.2.1** Associate Members will receive copies of all documents and publications distributed by the IUS.

**4.2.2** Associate Members are entitled to submit formal comments on IUS documents to Council.

**4.2.3** Associate Members are the official conduit for trainees and have the right to bring matters regarding training in urolithiasis research and treatment to the attention of the IUS.

#### 4.3 Other rights

**4.3.1** Associate Members are entitled to describe themselves as such in personal and professional documents or promotional material.

**4.3.2** Additional rights may be determined by Council subject to ratification by the Full Membership at large.

## 5. Rights of Corporate Member

### 5.1 *Membership*

**5.1.1** Corporate Members shall be non-voting members of the Society.

**5.1.2** Corporate Members can propose or second motions at General Meetings and can participate in discussions (see Rule **1.6**).

### 5.2 *Documentation*

**5.2.1** Corporate Members will receive copies of all documents and publications distributed by the IUS.

**5.2.2** Associate Members are entitled to submit formal comments on IUS documents to Council.

### 5.3 *Meetings*

**5.3.1** Full Members may seek support from the IUS for relevant meetings.

### 5.4 *Other rights*

**5.3.2** Corporate Members are entitled to describe themselves as such in publications and other promotional material.

**5.3.3** Corporate Members are entitled to use the IUS logo on exhibits or when making presentations at meetings.

**5.3.4** Additional rights may be determined by Council.

## 6. Rules Governing the Payment of Dues (ref. Statute 9)

### 6.1 *Dues*

**6.1.1** The financial year of the Society is January 1<sup>st</sup> to December 31<sup>st</sup>.

**6.1.2** The USA Dollar is the currency of the IUS.

**6.1.3** The dues payable for each category of membership are determined by Council.

### 6.2 *Nonpayment of dues*

**6.2.1** If dues are not paid by a Full Member for one year without a satisfactory explanation being offered in writing to the Treasurer, voting rights are withdrawn automatically.

**6.2.2** If dues are not paid for two years, the rights of a member of any class are suspended automatically.

**6.2.3** In the case where Members in any category are unable to pay the full dues for reasons beyond their control, a temporary revised fee structure may be determined by Council. Such an action requires that the Member provides the President or Treasurer with a written statement of the circumstances, and the action is subject to ratification by Council.

**6.2.4** Rights of membership are automatically restored on receipt of all outstanding dues.

**6.2.5** Where membership in any class has lapsed because of non-payment of dues, readmission may be sought by submitting a new formal application for membership.

## 7. Nomination Process

The Council is elected by the Full Membership of the Society and the procedures described below are to ensure a fair and democratic process for this election.

**7.1** Nominations for membership of Council shall be solicited in writing from all Full Members of the Society at least one year prior to the next International Symposium.

**7.1.1** Nomination slips will be distributed by the Secretary, who shall also establish an appropriate deadline by which all nominations must be received.

**7.1.2** The slips will contain an explanation regarding the membership of the Council and the need to reflect its broad geographical diversity.

**7.1.3** Each nominee for membership of Council shall give written consent to acceptance of office if s/he were to be elected. Only Full Members in good standing at the time of solicitation are eligible for consideration.

**7.1.4** The Secretary shall prepare a slate of candidates for distribution to Full Members at least 3 months before the next International Symposium.

**7.1.5** At the next General Meeting, additional nominations may be made from the floor, if properly proposed and seconded. All candidates, to be eligible for consideration must comply with the requirements of **5.1.3**.

## 8. Amendments to Statutes (ref. Statute 11)

**8.1** Should a mail ballot be required for an amendment to the Statutes, the procedure to be followed for this ballot will be as set out under Rule 2.

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