

# Old Elizabethan Association

## RULES AND REGULATIONS

- 1 The Association shall be called "The Old Elizabethan Association" and shall consist of past members of Elizabeth College, and such Honorary Members as shall qualify under Rule 4 or be elected under Rule 5.
- 2 The objects of the Association shall be:
  - a. To further the interests of Elizabeth College.
  - b. To promote mutual fellowship amongst Old Elizabethans and good feeling between past and present members of the College.
  - c. To administer the Manchester Fund.
  - d. To improve the amenities of the playing fields.
  - e. Any other such objects as the Association shall from time to time determine.
- 3 Any Old Elizabethan may become a member of the Association by signifying his or her wish to do so and by paying the annual subscription or the life membership payment.
- 4 The Directors, the Principal, all Members of the College Staff and the Bursar of the College, as long as they shall be in office, shall be ex-officio Honorary Members of the Association.
- 5 The Committee shall have the power to elect as Honorary Life Members any past Members of the Directors or any other persons who in the opinion of the Committee have been of special service to the College.
- 6 An Annual General Meeting of the Association, of which 14 days' notice is to be given, shall be held in the months of June or July to discuss the suggestions of the Committee and to consider any other business properly brought forward. At this meeting the Honorary Treasurer shall present a duly audited Balance Sheet, and the Honorary Secretary shall give a report of the year's work. Any suggestion for discussion at such meetings must be communicated in writing to the Honorary Secretary at least seven days before the meeting and shall be added to the agenda.

The agenda, the Honorary Treasurer's audited Balance Sheet (or Balance Sheet subject to audit), and the Secretary's Report shall be sent by post or e-mail to all Members at least 14 days before the Annual General Meeting.

- 7 The Committee shall consist of a President, Honorary Secretary, Honorary Treasurer and five members of the Association resident in Guernsey. Of these five Members, one shall retire by rotation at each Annual General Meeting and shall not be eligible for re-election until the Annual General Meeting following his retirement. The President shall not remain in office for more than five years. The Honorary Secretary and the Honorary Treasurer shall retire at each Annual General Meeting but shall be eligible for immediate re-election. The Honorary Secretary and the Honorary Treasurer may each appoint, with the approval of the Committee, Honorary Assistants. In the absence of the President, the Committee shall appoint its own Chairman.
- 8 The Committee shall be responsible for the management of the Association and its finances.
- 9 The Committee shall hold meetings at such times as may be deemed necessary to transact the business of the Association. A quorum shall consist of four members of whom the President, the Honorary Secretary or the Honorary Treasurer must be one.
- 10 The Committee may, and upon written request of any twelve Members of the Association must, summon a Special Meeting, sending to all Members 14 days notice thereof, specifying the resolutions to be moved; the business at such meetings shall be confined to such resolutions.
- 11 In the case of a vacancy occurring on the Committee, any resident member of the Association may be appointed by the Committee to fill such vacancy until the next Annual General Meeting. In the temporary absence of the Honorary Secretary, the Committee shall appoint one of its members to perform the duties during the time of his or her absence.
- 12 Honorary Members shall be entitled to all privileges of the Association but they shall not be eligible to act as officers of the Association nor shall they be entitled to vote at meetings. This rule shall not, however, apply to Honorary Life Members who shall be entitled to the full privileges of membership and, if elected, shall be entitled to act as officers of the Association.
- 13 The minimum annual subscription to the Association shall be £15.00, this sum to be adjusted from time to time by the agreement of the AGM. To assist with the administration of the Association, annual subscriptions will be paid by Bankers' Order. At present a single payment of £250.00 constitutes Life Membership.
- 14 Any Member whose subscription shall be 12 months in arrears shall be liable to have his or her name removed from the List of Members.
- 15 All moneys belonging to the Association shall be deposited by the Honorary Secretary in the name of the Association at one of the local banks. Investments, including the Manchester Fund moneys, shall be made at the discretion of the Committee and shall stand in the names of the Trustees for the time being of

the Association. Trustees may be appointed at the Annual General Meeting as occasion may require. All cheques, drafts, etc., drawn on the Association's Account shall be signed by the Honorary Treasurer, and also by the President or Honorary Secretary, or any other member of the Committee as shall be appointed to cover for absence.

- 16 At the Annual General Meetings the President shall be Chairman. In his or her absence, a Chairman shall be selected from those present, and seven shall form a quorum. In the event of the votes of the Meeting being equally divided on any question, the Chairman shall be entitled to a second or casting vote.
- 17 An Annual Dinner of Old Elizabethans, of which at least 14 days' notice shall be given to all Members, shall be held in Guernsey on a day to be determined by the committee. A London Dinner is usually organised each October.
- 18 These Rules and Regulations may be altered at any General or special Meeting of which notice shall be given as provided by Rules 6 and 10.
- 19 A copy of these Rules and Regulations, together with a list of all Members, shall be sent to members of the Association from time to time.
- 20 These Rules and Regulations have come into effect from 21<sup>st</sup> June 2007, when they were altered at the Annual General Meeting.