

**CONSTITUTION OF  
IVANHOE GIRLS' OLD GRAMMARIANS' ASSOCIATION**

1. The name of the Association shall be IVANHOE GIRLS' OLD GRAMMARIANS' ASSOCIATION
  
2. ADOPTION OF CONSTITUTION
  - a) This Constitution is adopted on the second day of October 2006.
  - b) The Constitution adopted in March 1975 is hereby repealed. Any appointment made or motion passed under the Constitution hereby repealed if in force at the date of adoption of this Constitution shall continue to be enforced as far as practicable as if made or passed under this Constitution.
  
3. DEFINITIONS
  - a) Association shall mean IVANHOE GIRLS' OLD GRAMMARIANS' ASSOCIATION
  - b) School shall mean IVANHOE GIRLS' GRAMMAR SCHOOL
  - c) Member shall mean FINANCIAL MEMBER or HONORARY MEMBER of the Association
  
4. OBJECTS

The objects of the Association shall be: -

  - a) To promote good fellowship among former students of the School
  - b) To further the well being and progress of the School
  
5. ADMINISTRATION OF THE ASSOCIATION
  - a) The powers of government of the Association shall reside in the members of the Association in General Meeting
  - b) The executive functions of the Association shall be discharged by the Committee
  
6. AMENDMENTS TO CONSTITUTION

The constitution shall only be amended at the Annual General Meeting or a Special General Meeting by a two-thirds majority of members present voting
  
7. MEMBERSHIP
  - a) The members are those persons who qualify and become financial or honorary members
  - b) Membership of the Association shall be open to any former or current student, former or current staff member or friend of the Association
  - c) Financial membership shall be by annual, life or automatic membership subscription
  - d) Any member of the staff of the School who is not otherwise eligible for membership may be appointed an honorary (special) member during the period that person is on the staff. At the discretion of the committee this honorary (special) membership may continue at the conclusion of their employment at the School.
  - e) The Secretary shall keep a register of members

8. HONORARY MEMBERS

- a) Honorary life members are those who may be elected at any General Meeting of the Association by a two-thirds majority of members present and voting on the previous recommendations of the Committee
- b) Honorary (special) members are those who qualify for membership pursuant to Clause 7(d) hereof and who are appointed by the Committee
- c) The names of honorary members shall be recorded in a separate register of the Association
- d) Honorary members shall be entitled to exercise a vote and take part in the conduct of the Affairs and business of the Association

9. SUBSCRIPTIONS

The annual and life subscriptions for membership shall be such sums as the Committee shall from time to time determine and shall be due and payable on and from the first day of January in each year. Memberships that come about through automatic payment will be deemed to be current from the first day of January after finishing at the School, except in special circumstances as approved by the Committee.

10. TERMINATION OF MEMBERSHIP

The Committee may terminate the membership of any member of the Association if determined by a majority of two thirds of the committee, if in the opinion of the Committee that member's conduct or actions in any way whatsoever has been unworthy of or prejudicial to the interests of the Association or the School or contrary to the spirit or letter of the objects of this Constitution. The member shall be afforded the opportunity of appearing before the committee or furnishing a written explanation before such action is taken. The decision of the committee shall be final.

11. THE ANNUAL GENERAL MEETING

- a) The Annual General Meeting shall take place each year during the month of March at a place, time and date to be decided by the Committee
- b) The Agenda for the Annual General Meeting shall be:
  - Adoption of the Annual Report and Financial Statement for the previous year
  - Election of Committee
  - Appointment of Auditor
  - Proposals placed before it by the Committee
  - General Business
- c) Notice in writing of the meeting shall be given to all members at least fourteen days prior to the date fixed for the meeting
- d) A quorum shall consist of 10 members which may include members of the committee
- e) Decisions at the Annual General Meeting shall be by a majority vote of those present and voting except where provided to the contrary herein
- f) Any member of the Association may be present at and exercise one vote on every issue put to the vote at the Annual General Meeting
- g) Voting at the Annual General Meeting shall be decided by a show of hands or ballot. A ballot must be requested by four members present.
- h) Two scrutineers will be appointed to distribute and count ballot forms

12. SPECIAL GENERAL MEETING

- a) A Special General Meeting may be held at any time upon: -
  - i. A motion of the Committee
  - ii. A requisition signed by not less than ten members stating the business to be considered
- b) Notice of a Special General Meeting shall be in writing and given to members at least fourteen days prior to the date fixed for the meeting
- c) A Special General meeting shall only discuss matters appearing on the Agenda before the meeting
- d) Voting rights, powers, procedures and quorum of a Special General Meeting shall be as for the Annual General meeting

13. 13. ELECTION OF COMMITTEE

- a) Nominations shall be in writing and bear the signatures of the proposer and seconder and the acceptance of the nominee
- b) Nominations shall close at the commencement of the Annual General meeting
- c) Only Committee members referred to in Clause 14 (b) (i) (ii) shall be elected
- d) In the event that there are more nominations than vacancies for any position on the Committee then the election shall be conducted by ballot

14. COMMITTEE

- a) The Committee shall be comprised of up to 15 members who shall be members, save for those in Clause 14b (b) (iv) (v)
- b) The Committee shall be constituted by: -
  - i. Office bearers:
    - ii. President
    - iii. Vice President
    - iv. Secretary
    - v. Treasurer
    - vi. Seven ordinary Committee members
    - vii. The immediate Past President of the Association who shall be a Vice President ex-officio
    - viii. The Principal of the School or an appointed representative who shall be a Vice President ex-officio
    - ix. Two immediate past students who shall be appointed by the Committee at its first meeting following after the annual General Meeting
- c)
  - i. The President shall represent the Association at meetings of the School Council
  - ii. If the President is for any reason unable or unwilling to represent the Association on the School Council then the Committee shall appoint a member of the Committee to represent the Association in her stead and the Committee may remove such person as they deem fit.
- d) All office bearers shall perform their functions in an honorary capacity
- e) No person shall hold the same position on the Committee for a period exceeding three consecutive years, except by resolution of the Annual General Meeting
- f) A quorum for a meeting of the Committee shall consist of six members

- g) Any elected member of the Committee absenting herself from three consecutive meetings of the Committee without leave of absence may at the discretion of the Committee cease to be a member thereof
- h) Should any vacancy occur on the Committee it shall be filled by the Committee at its next meeting until the next Annual General Meeting
- i) The Committee may co-opt a member of the Association onto the Committee for such time and for such general or special purposes as the Committee may deem fit.

15. MEETINGS

The President, or in her absence, the elected Vice-President shall take the Chair at all meetings of the Committee or the Association and shall have a deliberative and casting vote. In the absence of any one of these officers the meeting shall elect its own Chairman who shall have a deliberative and casting vote.

16. AUDITOR AND ANNUAL AUDIT

The books of the Association shall be audited at least once each year by a qualified Auditor who shall be appointed at the Annual General meeting of the Association and who shall not be an office bearer of the Association.

17. INVESTMENT OF FUNDS

Investment of funds – the funds of the Association which, in the opinion of the Committee, shall be surplus to normal working requirements may be invested on deposit with the School, on such terms and conditions as may be agreed from time to time between the Committee and the Treasurer/Business Manager of the School or if determined by the Committee on deposit with an Australian bank.

18. AFFILIATED CLUBS

Any other organization whose objectives are not inconsistent with the objects of the Association may affiliate with this Association on such terms and conditions, as the Committee shall determine. Any affiliated club shall be under the control of the Committee.

19. CHEQUES

All cheques drawn in the name of the Association shall be signed by any two of the following, namely the President, Treasurer or Secretary, or other committee member as nominated by the Committee.

20. ANNUAL REPORT

An annual report of the activities of the Association will be submitted to the school magazine.

21. CONSTITUTION

A copy of the Constitution shall be available to each member of the Association

22. WINDING UP

In the event of the winding up of the Association, the assets of the Association are to be disposed of in a manner as determined by a two third majority of members present voting at an AGM or a Special General Meeting.