

WATERFORD ASSOCIATION LONDON

Draft Constitution Rules

1967

1. Name.

The name of the Association shall be "The Waterford Association London". The Association shall be non-political and non-sectarian.

2. Objects.

The objects of the Association shall be the promotion of Social and Christian welfare of its Members, as an object to obtain its own Headquarters in London.

3. Membership.

I. Application for membership of the Association shall be open to (a) All persons born in the City or County of Waterford; (b) The husbands or wives of such persons; (c) The children of (a) or (b). Application for membership must be formally applied for and passed by the standing Committee, then on payment of the appropriate fee, shall they be deemed to be members of the Association. Children of Waterford Parents at (I) shall be honorary members until their 16th birthday.

4. Affiliation fees.

Members shall pay an annual subscription of 7/6d., from date of entry to next A.G.M., but new members will not have the right to vote unless they are paid up members three months prior to A.G.M. but the said new members may offer themselves for election. Membership shall be conferred on any person in recognition of outstanding service to Ireland, Waterford or the Association, such conferring to be decided upon by the Committee of the Association, and submitted for approval to a General Meeting.

5. Management.

There shall be a Committee of the Association. The Committee shall be elected at the A.G.M. and it shall consist of three executive officers, - Chairman, Honorary Secretary, Honorary Treasurer, and two ex-officio officers, - Vice Chairman, Recording Secretary, and fourteen members. The executive committee shall remain in office for one year, casual vacancies therein shall be filled by the Committee, by co-option, notice of such vacancies to be given at a previous meeting, at no time should the Committee have more than nineteen acting members. The Committee may delegate any of their powers to Sub-Committees, consisting of such persons as they may think fit. Any Sub-Committee so formed shall, in the exercise of the powers so delegated, conform to any terms of reference that may be imposed on it by the Committee and be subject, at all times, to the over-all authority of the Committee, there must be at least a quorum of nine members at each Committee meeting.



6. Chairman.

The Chairman shall preside at General Meetings of the Association and at Committee meetings.

7. Vice-Chairman.

The Vice-Chairman shall sit in the absence of the Chairman and shall have the same powers as the Chairman when so acting.

8. Honorary Secretary.

The Honorary Secretary shall carry out such duties as may be assigned to him/her from time to time and, particularly, he/she shall be responsible to the Committee for the issue of notices of meetings, the preparation of the Agenda, the proper presentation of minutes and the conducting of correspondence.

9. The Honorary Recording Secretary.

The Honorary Recording Secretary shall carry out such duties as may be assigned to him/her from time to time by the Secretary.

10. The Honorary Treasurer.

The Honorary Treasurer shall be responsible to the Committee for all money's received or expended. He/she shall deposit in the name of the Association with the bank selected by the Committee all sums of money received by him/her on behalf of the Association. He/she shall keep proper accounts of receipts and payments in books for the purpose and shall have his/her books ready for inspection by the Committee as and when requested. All cheques shall be signed by (a) Hon. Treasurer and (b) the Chairman or Hon. Secretary. All money's paid from the Association funds must go through the office of the Secretary.

II. Vacating Officer.

On vacating office, outgoing officers shall hand over to their successors all papers, books, funds, etc., belonging to the Association of which they have had the custody.

12. The Committee shall meet as often as is necessary for the proper discharge of its duties. Absence without reasonable cause from three consecutive committee meetings shall entail disqualification from membership of the Committee. The steering committee feel strongly on the point of non-attendance of three consecutive meetings as they feel that non-attendance does not reflect the proper spirit of an enthusiastic Committee.



### 13. Annual General Meeting.

The Annual General Meeting shall be held in the month of January each year, decision of date and venue to be left to the Committee. The Annual General Meeting shall consist of such paid-up members of the Association as are present in person. The Agenda of the Annual General Meeting shall be as follows:-

- (A) Chairmans Report.
- (B) The Honorary Secretary's Report.
- (C) Financial Statement.
- (D) Appointment of Tellers.
- (E) Election of Officers & Committee.
- (F) Appointment of Honorary Auditors.
- (G) Alteration of Rules.
- (H) Any other business.

### 14. Nomination.

Nomination for Officership of the Association may shall be made in writing, duly proposed and seconded, and must be in the hands of the Hon. Secretary at least 14 days before the Annual General Meeting. Nomination for the Committee must also be in the hands of the Hon. Secretary 14 days prior to A.G.M., duly proposed and seconded.

Voting at the A.G.M., shall be by secret vote.  
Voting will be by elimination.

### 15. Extraordinary General Meeting.

And Extraordinary General Meeting of the Association may be convened on the written petition of not less than 20% of the paid-up members. The reason for the Meeting must be specified on the summoning notice and must be read at the beginning of the Meeting. The Meeting must be held within one calendar month of the date of receipt of the petition. The Meeting will consist only of such paid-up members of the Association as are present.

### 16. Honorary Auditors.

Two Honorary Auditors shall be elected at the A.G.M. whose duties shall be to inspect and certify the accounts of the Association for presentation to the Annual General Meeting. Neither of the two Honorary Auditors shall hold any other office in connection with the Association.

### 17. Expulsion from the Association.

The Committee shall have the right, by a majority of those present, to expel a member from the Association for conduct prejudicial to the interests of the Association.

18. Standing Orders.

Standing orders may be suspended under special circumstances, if one-fifth of those present so vote. If the motion that, "Standing Orders be suspended" is so carried a meeting may bring forward matter wholly different from those for which the meeting was convened.

19. Alteration of Rules.

These Rules shall not be altered or amended except by the consent of a two-thirds majority of members at the A.G.M. or an Extraordinary or Special Meeting summoned for this purpose. Notice of intention to propose an alteration of Rules must be in writing and in the hands of the Hon. Secretary at least three clear weeks before the date of the General Meeting at which it is intended to propose the alteration.

20. Decision.

Decision of the Committee on any question of interpretation arising out of these rules shall be binding on the Members.

21. General Meetings.

There should be three General Meetings held during the year plus the A.G.M.

Reccomendations.

It is strongly held by members of the Draft Committee that the position of Secretary should be carried on for two or preferably three years. It been held that the business of the Association could be best served by the continuity of management of the Association in this position.