

THE OLD BOYS ASSOCIATION OF ST. JOSEPHS BOYS HIGH SCHOOL

PREAMBLE: The Old Boys Association of St. Joseph's Boys High (originally known as St. Joseph's College and later St. Joseph's European High School) was formed in 1918.

MEMORANDUM OF ASSOCIATION

1. NAME

The name of the Association shall be OLD BOYS ASSOCIATION OF ST. JOSEPH'S BOYS HIGH SCHOOL (hereinafter referred to the OBA). The OBA is part of St. Joseph's Boys High School (originally known as St. Joseph's College and later St. Joseph's European High School), an institution belonging to the Bangalore Jesuit Educational Society, Bangalore.

2. OFFICE

The main/registered/principal office of the OBA shall be situated in the premises of St. Joseph's Boys High School, Bangalore.

3. AIMS & OBJECTIVES

The OBA has been formed to bring into closer union and friendship among all former pupils of St. Joseph's Boys High School and to perpetuate their interest and connection with their Alma Mater.

The Aims and Objectives are as follows

- 1) to assist the school.
- 2) to assist students
- 3) to assist former students.
- 4) to support current and retired teachers
- 5) to support staff.
- 6) to found freeships, scholarships
- 7) to provide prizes and trophies for scholastic and sports achievements.
- 8) to conduct vocational training and career guidance courses
- 9) to promote, fund, provide, conduct , carry out any other object of general interest and usefulness for the benefit of the school:

4. FUNDS

The Income and property of the OBA wheresoever derived. shall be utilized solely for the promotion of the objects of the OBA as set forth in this Memorandum of Association and elaborated in the Articles of Association.

5. PROPERTY

The property (moveable & immovable) of the OBA shall be held in the name of THE PRINCIPAL, ST. JOSEPH'S BOYS HIGH SCHOOL, BANGALORE

6. DISSOLUTION

Upon winding up or dissolution of the OBA the entire funds and other property of the Association shall be given or transferred to St. Joseph's Boys High School, to be utilized for the benefit of the school.

ARTICLES OF ASSOCIATION

1. DEFINITIONS

- 1.1 OBA: Old Boys' Association
- 1.2 SCHOOL: St; Joseph's Boys' High School
- 1.3 MANAGING COMMITTEE : means the governing body of the Association duly elected as provided for in these Articles of Association, and currently in office.

2. MEMBERSHIP OF THE ASSOCIATION

2.1 *The following persons are eligible to become members of the OBA*

- All former students who shall at any time have studied in St. Joseph's college prior to the 1st of January 1927
- All former students who shall at any time have studied in St. Joseph's European High School (and later St. Joseph's Boys High School) since 1 January 1927
- All members of the OBA shall continue to be members of the association unless their membership is terminated under Article 2.7.

2.2 The Association shall consist of the following classes of membership

- Life
- Patron

The Managing Committee may confer Honorary Membership as hereinafter provided.

2.3 *Application for membership*

Applications for Life/ Patron membership shall be made on the prescribed form and shall be addressed to the Secretary of the Association, who shall verify the eligibility of the applicant before placing the application before the Managing Committee for consideration. Admission to the OBA shall ordinarily be automatic for all eligible applicants.

2.4 *Refusal of membership*

The Managing Committee shall have the power to refuse membership to any applicant, if in its opinion, the admission of the applicant to the OBA is not in the best interests of the Association. The following shall be adequate grounds for refusal:

2.4.1 the applicant's conduct during his tenure in the SCHOOL or thereafter has not been in keeping with the values and traditions of the SCHOOL.

2.4.2 The applicant has been convicted of an offence involving moral turpitude or any other offence punishable with imprisonment of not less than one year.

Notwithstanding the foregoing, an applicant who has been refused admission, may reapply for membership after a period of one year.

2.5 *Fees*

The fees payable are as follows :

2.5.1 *Life Membership :*

- For members of the clergy – nil
- For students on passing out – Rs. 500 (AGM 2011)
- Others – Rs. 1000

2.5.2 *Patron*

- For All - Rs. 5,000

2.6 *Honorary membership*

- 2.6.1 During their tenure in the SCHOOL, Current Teaching Staff and members of the clergy attached to the school shall (at their option) be Honorary Members of the OBA.
- 2.6.2 The Managing Committee may invite any person to become an Honorary Member of the OBA if, in its opinion, such person will be able to guide and assist in the furtherance of the objectives of the Association. Such Membership may be for a specified period.
- 2.6.3 Former teaching staff and persons associated with the SCHOOL may be conferred Honorary Membership of the OBA in recognition of their contribution to the SCHOOL and the Association.

2.7 *Termination of membership*

A member may terminate his membership of the OBA by submitting his resignation in writing.

3. DUTIES, RIGHTS AND PRIVILEGES OF MEMBERS

- 3.1) Patron, Life and Honorary Members shall have the right to attend the General Body meetings of the association and propose resolutions thereat. The right to vote at Meetings and to requisition an Extra-ordinary General Meeting shall be restricted to Patron and Life Members only.
- 3.2) It shall be the duty of all individual members to inform the Honorary Secretary in writing of their addresses or of any change thereof, to which communications may be sent.
- 3.3) Any communication or notice or letter sent to the members by post to the last address registered with the association shall be deemed to have been delivered.
- 3.4) Notice of any proposal for change, deletions, alternations or amendments of the existing articles of association to be considered at the Annual General Body Meeting shall be given to the School office within 30 days of the closure of the Associations Financial year

4. OFFICIAL AND FINANCIAL YEAR

The financial year of the OBA shall commence of the 1st day of April of one year and terminate on the 31st day of March of the succeeding year. The Official Year of the

Association is the term that of the Managing Committee, which shall hold office from the end of one Annual General Meeting to the end of the succeeding Annual General Meeting.

5. ANNUAL GENERAL MEETING

5.1 The Annual General Meeting of the OBA shall ordinarily be held every year in the month of September on the Sunday immediately following the Annual Sports Day of the SCHOOL. However, the Managing Committee may call for the Annual General Meeting on any other date within 6 months from the close of the Financial year.

5.2 The following business shall be transacted at the Annual General Body Meeting of the Association.

5.2.1 Consider and adopt the Annual Report of the Managing Committee

5.2.2 Consider and pass the Final accounts and the Auditor's report for the financial year.

5.2.3 Appointment of the Auditors for the next financial year.

5.2.4 Consider and adopt resolutions proposed by the Managing committee/members after providing sufficient notice.

5.2.5 Another other business with the permission of the chair

5.2.6 Election of the Office Bearers and Managing Committee

6. EXTRA-ORDINARY GENERAL MEETING

6.1 An Extraordinary General Meeting may be held under the direction of the Managing Committee or on the requisition in writing of not less than fifty Patron or Life Members in writing. Any requisition so made by the members shall state the object or objects of the meeting proposed to be called and must be signed by the requisitionists.

6.2 Save in the case of the Annual General Meeting, the Agenda of the intended Extraordinary General Meeting shall be issued by the Secretary not less than two weeks before the time appointed thereof for the said Meeting.

7. MANAGEMENT

7.1) The affairs of the Association shall be managed by a Governing Body to be called the MANAGING COMMITTEE which shall consist the following elected members :

- a) President
- b) First Vice President
- c) Second Vice President
- d) Secretary
- e) Seven Committee members

7.2 Elections shall be held at the Annual General Meeting of the Association. Members of the Managing Committee shall hold office for one year and may be re-elected

and hold office for a period not exceeding three consecutive years. The secretary who may be re-elected to continued as long as his services are deemed necessary, and in the absence of finding any other suitable and willing candidate.

7.3 The Managing Committee shall be empowered to co-opt additional members not exceeding five in number to the committee.

7.4 In addition to the above, the Rector of St. Joseph's School and College and the Principal of St. Joseph's Boy's High School shall be ex-officio members of the Managing Committee, the latter as the permanent Treasurer of the Association.

8 The Principal of St. Joseph's Boys High School shall either hold the post of the Treasurer or be entitled to nominate the Treasurer of the Association.

9 The President of the preceding year shall also be an ex-officio member of the Managing Committee and designated Past President.

8. FUNCTIONS OF OFFICE BEARERS

8.1 PRESIDENT

8.1.1 The President shall be the executive head of the Association and shall be the Chairman at all meetings of the Managing Committee and of the General Body.

8.1.2 At the meetings the Chairman shall have a casting vote in addition to the vote to which he is entitled as a member, in the event of an equal division.

8.1.3 The President shall direct all the activities of the Association with the assistance of the Managing Committee.

8.1.4 The President is responsible to the Managing Committee and to the General Body. He shall implement the decisions of the General Body and the Managing Committee through the Secretary, Vice Presidents, committee members and sub-committees.

8.2 VICE PRESIDENT

8.2.1 Either of the Vice-President shall perform the duties of the President in the absence or inability on the part of the President. In the absence of the President and the Vice-President, the members present shall elect one of those present to chair the meeting.

8.3 SECRETARY /JOINT SECRETARY

8.3.1) The Secretary, and in his stead the Joint Secretary shall carry out the directions of the Managing Committee and shall generally maintain communications with all members of the Association and with the past students of the school in pursuance of the objects.

8.3.2 All correspondence of the Association and the collection of subscriptions shall devolve on the Secretary and / or the Joint Secretary

- 8.3.3 The Secretary shall record minutes of all proceedings of Committee Meeting which shall contain a fair and accurate record of the proceedings. Such minutes are to be recorded in a special book to be called the Minutes Book.
- 8.3.4 The Secretary shall maintain a complete list of members of the Association together with their addresses.
- 8.4.5 The Secretary shall prepare and place before the General Body at its Annual General Meeting a report on the working of the Association for the official year under review.

8.4 TREASURER

- 8.4.1) The Treasurer shall receive all subscriptions, collection, Interest on investments, donations and other sundries and acknowledge receipt thereof through the Secretary.
- 8.4.2) The Treasurer or his nominee and the Secretary shall be the signatories of all the accounts, fixed deposits, investments of the Association and the Joint Treasurer shall be responsible for maintaining the proper Books of Account with respect to
 - a) All sums of money received and expended by the Association
 - b) The Assets and Liabilities of the Association
- 8.4.3) All investments of the Association shall be decided by the Managing Committee
- 8.4.4) The Treasurer shall present at the time of the Annual General Meeting a Audited Income Expenditure A/c and Balance Sheet showing all monies received and expended by the Association during the financial year. This report shall be incorporated in the Annual Report of the Association and sent to the member at least fourteen day before the Annual General Meeting

8.5 COMMITTEE MEMBERS

- 8.5.1 Committee members shall carry out duty/duties as given to them by the President.
- 8.5.2 Any committee member failing to attend, without cause, three consecutive meetings of the Managing Committee shall cease to be a Member of the same and the Managing Committee shall appoint another in his place from amongst the permanent members of the Association.

9. MANAGING COMMITTEE MEETINGS

- 9.1 The Managing Committee shall meet at least once in 3 months or often at the direction of the President or of any three members of the Managing Committee. Absence of a member from three consecutive meetings, without justifiable cause, shall disqualify him from membership of the Managing Committee.
- 9.2 The quorum at a Committee Meeting shall be five including all members.
- 9.3 All questions shall be decided by show of hands and in case of a tie, the President shall have a casting vote.
- 9.4 The Secretary shall keep a record of the proceedings of all the meetings of the Managing Committee.

10. DUTIES AND POWERS OF THE MANAGING COMMITTEE

10.1 The Managing Committee shall have the control and management of the Association and shall have all such powers to further the objects of the association.

10.2 The Managing Committee shall be responsible for the administration, direction and management of the Association and shall promote the objects of the Association as set out in the Memorandum

10.3 The Managing Committee shall cause the account of the Association to be maintained in such a manner as to reflect a true and fair picture of the Funds and Finances of the Association . The accounts shall be audited annually by an auditor appointed at the previous Annual General Meeting.

10.4 The property of the Association shall stand in the name of the Principal at the time of St. Joseph's Boy's High School or such person or persons duly appointed by him for the purpose

10.5 The Managing committee may invest upto 50% of the total investments in Mutual funds The Investments are to be monitored by a Professional body appointed by the General Body who will lay down a financial policy to be followed (AGM2009)

10.6 0% of all contributions received, specific end-use notwithstanding, shall be appropriated towards a Fund to be called the OBA Administration Fund. In Addition, the Managing Committee be authorized to utilize the income derived therefrom also, to part-fund, if and when required, the activities initiated by the OBA including, but not limited to, celebration of St. Joseph's Feast, Christmas Dinner, Inter-OBA Cricket Matches, procurement of Memorabilia for later sale to members, creation & distribution of OBA Calling, Annual Report and such other OBA-centric activities, as approved by its Managing, from time to time, for the greater benefit of its members and beneficiaries.(AGM 2010) (AGM 2015)

10.7 The Minimum amount required to set up a Corpus Fund in an individual's name will be Rs.5,00,000/- and Minimum amount required to set up a corpus Fund in the name of a Batch will be Rs.2,50,000/-. All donations below these amounts will be merged with the General Fund namely Scholarship, Welfare or Awards. (AGM2010)

11. CONDUCT OF GENERAL MEETING

11.1 Fourteen days notice at the least of a General Meeting specifying the place, date, day and hour of the meeting and the general nature of the business to be conducted, shall be given to the members. Resolutions seeking to rescind, abrogate, vary, modify or otherwise amend the Articles of the Association framed herein shall be deemed to be special resolutions and fourteen days notice of the intention to move such resolutions shall be given to members before the General Meeting at which such resolutions are to be moved.

11.2 The notice of a Annual or Extraordinary General Meeting shall be signed by the Secretary of the Managing Committee or by such member the Managing Committee may appoint, except in the case of an Extraordinary General Meeting

- convened by members in accordance with these Articles, in which case the notice may be signed by the members convening the same.
- 11.3 The non receipt of notice by any member shall not invalidate a meeting for which notice is given.
 - 11.4 Fifty members present in person at the commencement of the meeting shall form the Quorum of a General Meeting.
 - 11.5 No business shall be transacted at a General Meeting unless the requisite quorum be present at the commencement of business.
 - 11.6 If within half an hour from the time appointed for the meeting a quorum is not present, the meeting, if called upon the requisition of members, shall be dissolved; in any other case it shall stand adjourned to some other day to be decided by the members present. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall form the quorum and hold the meeting.
 - 11.7 The President of the Association shall preside at all General Meetings. In the absence of the President, the Vice President shall preside. In the absence of the President and Vice Presidents within fifteen minutes of the time appointed for the holding of the meeting , the members present shall choose one of their number to be Chairman.
 - 11.8 At any General Meeting a resolution put to the vote shall be decided on a show of hands, unless a poll is demanded by at least five members present and having the right to vote. A declaration by the Chairman that a resolution has, on a show of hands, been carried or lost and an entry to that effect in the book of proceedings of the Association shall be deemed conclusive evidence of the fact.
 - 11.9 On a show of hands and upon a poll every member present in person and entitled to vote shall have one vote.
 - 11.10 In the case of equality of votes, the Chairman shall have a casting vote in addition to the vote to which he is entitled as a member.
 - 11.11 The Managing Committee shall cause to be kept minutes of all proceedings of General Meetings which shall contain a fair and correct summary of the proceedings thereof. The Chairman of the meeting shall exercise absolute discretion with regard to the inclusion in the minutes of any matter which in his pinion, could reasonably be regarded as irrelevant or immaterial to the proceedings or is detrimental to the interest of the Association.
 - 11.12 At the Annual General Meeting the Annual Report, Audited Statement of Accounts and Balance Sheet shall be adopted and passed.
 - 11.13 The General Body shall appoint the Auditors for the next Financial Year.

12. SUB COMMITTEES

The Managing Committee may appoint ad-hoc sub-committees to attend to any special business of the Association, but in all such sub-committees the Secretary of the Association shall be an ex-officio member.

13. AMENDMENT OF ARTICLES

- 13.1 The Articles of the Association for the time being in force or any of them may be amended abridged or repealed by a special resolution moved at a General Meeting of the Association called in accordance with these Articles and passed by a majority of not less than two-thirds of such numbers entitled to vote as are present in person at the meeting.
- 13.2 The Managing Committee shall have the right to frame bye laws or such other regulations as may be necessary for the efficient working of the Association or in any manner connected therewith, provided that such bye-laws or regulations shall be ratified at the next General Meeting of the Association
- 13.3 The Managing Committee, subject to the supremacy of the General Body, is the executive authority for the interpretation of these Articles and decisions on any matter affecting the Association and not provided for in these Articles.

14. COMPLAINTS & SUGGESTIONS

Any member having complaints or suggestions to make shall do so in writing and address the same to the Secretary who shall place it before the next meeting of the Managing Committee

15. INTERPRETATION OF THE RULES AND REGULATIONS

The interpretation of these Rules and Regulations and the bye laws their construction and effect as decided by the Managing Committee and any ruling given by the Managing Committee shall be final and binding on all members.