

# Constitution of the Irish Graduates Association of Singapore

## **01) Name and Place of Business**

The name of the Association shall be "THE IRISH GRADUATES ASSOCIATION OF SINGAPORE". The place of business is at

34 Boon Leat Terrace

#04-02

Singapore 119866

or any other places decided by the Committee and approved by the Registrar of Societies.

## **02) Membership**

a) Any person who has graduated from an approved institution of tertiary education in Ireland or who possesses a degree or diploma from such institution may upon application be admitted as an Ordinary Member.

b) Any person with a connection to Ireland or an interest in Ireland may be admitted as an Associate Member at the discretion of the Committee.

c) Associate Members shall not be entitled to vote at any General Meeting of the Association and shall not be eligible for election as a committee member. No Associate Member shall hold an office of the Association.

d) In the absence of express intention to the contrary the term 'member' whenever appearing refers to an Ordinary Member.

## **03) Objects**

The objects of the Association shall be:

a) To provide a means of keeping members in touch with one another and with development in Irish Tertiary education.

b) To provide information to and to assist Singaporean students who wish to undertake their tertiary or post-graduate education in Ireland.

c) To assist in organising lectures, meetings, etc., with distinguished University Alumni visiting Singapore.

d) To assist Singaporean educational institutions by providing teachers/lecturers etc., on long-term, short-term or exchange basis.

e) To advise on opportunities in Singapore for Irish graduates.

#### **04) Subscription**

The annual subscription for membership of the Society shall be such amount as may from time to time be determined by the Committee.

#### **05) Management**

The Management of the Association shall be deputed to a committee to be elected at the Annual General Meeting in each year.

The committee shall consist of the following persons:

a) The officers of the Association, namely:

- President
- Vice-President
- Honorary Secretary
- Honorary Treasurer

b) Four committee members

All members of the committee shall hold office for one year but shall be eligible for re-election, except the Honorary Treasurer.

c) The duties of the office-bearers shall be as follows:

- The President shall act as Chairman at all General and Committee meetings. He shall also represent the Association in its dealings with outside persons.
- The Vice-President shall assist the President and shall deputise for him in his absence.
- The Honorary Secretary shall keep all records of the Association and shall be responsible for their correctness. He will keep the minutes of all general and committee meetings.
- The Honorary Treasurer shall keep all funds and collect and disburse all monies on behalf of the Association and shall keep an account of all monetary transactions and shall be responsible for their correctness. He is authorised to expend up to S\$100.00 per month for petty expenses on behalf of the Association. He will not keep more than S\$100.00 in the form of cash and money in excess of this will be deposited in a bank to be named by the Committee. Cheques etc. for withdrawals from the bank will be signed by the President in addition to the Treasurer.

d) Any member of the Committee absenting himself from three meetings consecutively without satisfactory explanation shall be deemed to have withdrawn from the Committee, and a successor may be co-opted by the Committee to serve until the next Annual General Meeting.

e) The Committee shall be empowered to co-opt any voting member to fill a temporary vacancy until the annual election has been held. A maximum of two Associate Members may be appointed to serve as advisors to the Committee but they shall have no voting rights nor shall they constitute part of the quorum at Committee meetings.

f) The Committee shall hold meetings as and when it shall deem necessary. At least one half of the Committee members must be present at a general meeting for its proceedings to be valid.

## **06) Auditors**

Two persons not members of the Committee will be elected as Honorary Auditors at each Annual General Meeting and will hold office for one year only and may not be re-elected. They will be required to audit each year's accounts and present a report upon them to the Annual General Meeting. They may be required by the President to audit the Association's accounts for any period within their tenure of office and at any date and make a report to the Committee.

## **07) Annual General Meeting**

The Annual General Meeting of the Association shall be held in March in each calendar year and other general meetings shall be held at such time as the Committee shall deem necessary. At least one quarter of the total membership of the Association shall form a quorum. At the Annual General Meeting a statement of accounts for the past year shall be submitted and the election of the Committee for the Association for the ensuing year shall take place. In the event of there being no quorum present at a meeting that meeting shall be adjourned to half an hour later and should the number then present be insufficient to form a quorum those present shall be considered a quorum but they shall have no power to alter, amend or make additions to any of the existing rules.

## **08) Special Meetings**

A special general meeting of the Society may be convened at any time on a written requisition signed by at least 12 members of the Association. Such requisition shall state the purpose for which the meeting is required and shall be addressed to the President and the Honorary Secretary.

## **09) Voting**

At all general meetings or meetings of the Committee, the President or in his absence the Vice-President shall preside and in the absence of the Vice-President one of the Committee shall be elected as Chairman in his place. Every member present shall be entitled to one vote upon each motion or resolution before the meeting and each motion or resolution shall be decided by a show of hands. In cases of an equality of votes the chairman shall have a second or casting vote.

## **10) Prohibitions**

a) Gambling of any kind such as the playing of paikow or mahjong whether for stakes or not, is forbidden on the Association's premises. The introduction of materials for gambling or opium smoking and of bad characters into the premises is prohibited.

b) The funds of the Association shall not be used to pay the fines of members who have been convicted in Court nor shall they be used for donations, presents or any other purposes in connection with any political parties or trade unions or for any purposes which are not for the furtherance of the objects of the Association.

c) The Association shall not attempt to restrict or in any other manner interfere with trade or prices or engage in any Trade Union activity as defined in any written law relating to trade unions for the time being in force in Singapore.

d) The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its office-bearers, committee or members.

e) The Association shall not indulge in any political activity or allow its premises to be used by political parties or trade unions or for any purpose incompatible with the objects of the Association.

### **11) Dissolution**

a) The Association shall not be dissolved, except with the consent of not less than 3/5 of the members of the Association expressed either in person or by proxy at a general meeting convened for the purposes, or by postal voting.

b) In the event of the Association being dissolved as provided above all debts and liabilities legally incurred on behalf of the Association shall be fully discharged and the remaining funds will be donated to a recognised charitable institution to be selected by the members remaining in good standing at the time of dissolution.

c) Notice of dissolution shall be given within 7 days of the dissolution to the Registrar of Societies.

### **12) Year**

The year of the Association shall be from 1st January until 31st December.

### **13) Amendments to Rules**

No alteration or additions to these rules shall be made except at a general meeting, and they shall not come into force without prior sanction of the Registrar of Societies.

### **14) Statements**

Public statements including circulars, letters, press releases, pamphlets, etc., must first have the approval of the Committee before their release.