

Rules of Association and Membership
of
The Gatton Association

Founded 1949



Incorporating

The Maitland Association

Founded 1856

The Royal Albert Old Boys' Association

Founded 1869

1. TITLE

The Association shall be called 'THE GATTON ASSOCIATION'.

2. OBJECTIVES

- (a) The cultivation of friendship among former scholars and staff of The Royal Alexandra and Albert School, and its predecessors.
- (b) To offer, in cases approved by the elected Executive Committee, helpful support and where appropriate financial assistance to aid former scholars and current pupils of the School.

3. MEMBERSHIP

There are four categories of membership;
Life, Full, Associate, and Honorary.

- (a) LIFE MEMBERSHIP – Ceased to be offered as an option on 30th September 1985, as voted upon at the 1985 AGM held on 29th September 1985. All existing holders retain their full Life Membership status.
- (b) FULL MEMBERSHIP – Full membership of the Association shall be open to all persons who have received education at the above Schools together with current or previous House and teaching Staff
- (c) ASSOCIATE MEMBERSHIP – The Parents and Guardians of former scholars together with the Partners of current Association members, may apply for Associate membership, together with other persons desiring membership, who the Committee consider have helped the School or the Association. Such persons may be elected by majority vote of the Committee.

- (d) HONORARY MEMBERSHIP – Awarded by the majority decision of the Committee to persons offering exceptional services in the pursuit of the Objectives of the Association.

4. REGISTRATION (as from 1st January 2002)

- (a) Under Rule 3 any class of member may join the Association by completing the appropriate membership form (Subscriptions Rates were abolished on 31st December 2001).
- (b) Satisfactory completion of the Appropriate Membership form means that the member agrees and consents to be bound by these Rules.
- (c) No person shall be allowed to vote on any proposal or have any claim on the funds of the Association, who is not a Registered Member.
- (d) The Secretary/Membership Co-ordinator shall maintain a full record of the Registered Members details. In Accordance with the Data Protection Act and any subsequent amendments.

5. OFFICIALS:

- (a) The Executive Committee of the Association shall consist of up to twelve members with voting rights.

1. President, 2. Chair, 3. Vice Chair, 4. Secretary, 5. Treasurer, 6. Membership Co-ordinator, 7. Newsletter Editor, 8. Publicity, 9. Merchandising, 10. Archivist, 11 & 12 Committee Members.

Ex Officio (non-voting) – Governors' Representative, Headmaster and Teachers Representative(s), Foundation Secretary.

The current Head Boy and Girl may attend committee Meetings by invitation

- (b) All Elected Members shall be elected annually at the AGM.
- (c) The Executive Committee shall appoint from the above such Sub-Committee as shall be decreed necessary. The Chair, Treasurer/Secretary shall be ex-officio members of all Sub-Committees.

6. THE EXECUTIVE COMMITTEE (EC)

- (a) Arising out of Association affairs, the EC shall have authority to decide any matter or arbitrate in any dispute not provided for in these rules
- (b) Should any vacancy occur on the EC the Executive shall fill the vacancy until the next election.
- (c) Meetings of the EC shall be convened by the Chair /Vice Chair when necessary, and at least 21 days notice of a meeting shall be given to each member of the Committee. Any Member of the Committee on a matter of sudden importance may ask the Chair/Vice Chair to convene an Executive meeting.
- (d) A Quorum shall consist of five members.
- (e) The EC may hold a meeting at any time, but in any case shall hold a minimum of four each year, the AGM to count as one, and the others at approximately three monthly intervals.
- (f) At any meeting where the Chair/Vice Chair is not present the members shall elect another according to seniority, by consent.

7. GENERAL MEETINGS OF MEMBERS

- (a) The AGM of the members of the Association shall be held at a time, date and venue most convenient to members, in conjunction with a social function.
- (b) Eight members present shall form a Quorum at General Meetings.
- (c) A copy of any proposals to be submitted shall be sent to the Secretary no less than 21 days before the date of the meeting. The Chair shall however, have discretion to accept a proposal, notice of which has not been given.
- (d) A member who is not present may have his/her views read out by the Chair.
- (e) Extraordinary General meetings may be called by twenty members of the Association who may sign a petition stating the object of such a meeting and shall forward it to the Chair /Vice Chair not less than 14 days before the date of the proposed meeting. The date and place of such a meeting shall be decided by the EC.
- (f) The Association may, at any time, be dissolved by a resolution passed by a two-thirds majority of those present. At least 28 days notice of such a meeting shall have been sent to all members of the Association. Such resolution may give instructions for the disposal of any assets held by, or in the name of the Association. Provided that if any assets remain after the satisfaction of all debts and liabilities, such assets etc. Shall be given or transferred to such other organisation(s) having objects similar to some, or all of the Association as the meeting may determine.

(g) AGM shall after the opening remarks of the Chair;

- 1. Receive apologies for absences
- 2. Receive minutes of the previous AGM and thereafter approve as a fair record.
- 3. Receive a report of the Secretary
- 4. Receive an audited account of the finances by the treasurer.
- 5. Receive any other reports.
- 6. Consider any proposals previously submitted.
- 7. Elect Officers and Committee.
- 8. Elect an Auditor.
- 9. Two trustees shall be appointed to hold in trust the reserve Funds of the Association.
- 10. Consider any other relevant matters.

8. ACCOUNTS.

The Treasurer shall be responsible for the funds of the Association and shall keep a banking account for all monies received and paid on behalf of the Association and present an Audited Statement of income and Expenditure to the AGM. All cheques drawn shall bear two signatures of either the under mentioned:- the Chair, the Treasurer and/or the Secretary.

9. INSPECTION OF THE DOCUMENTS.

The Minutes, Register of Members Accounts and all documents relevant thereto, shall be open to inspection by members on request and with due notice.

10. ALTERATION OF RULES.

- (a) Subject to the provision, the next succeeding sections of the Executive shall have power to make new Rules or alter, rescind, add to or vary any existing Rule at any time if they deem it expedient in the interest of the Association to do so. All such Rules shall be submitted to the members at the next AGM for ratification.
- (b) Before any or variation of an existing Rule can be made by Executive or General Meeting, notice in writing of the proposed change shall be given to the Secretary not less than fourteen days before the meeting at which it is going to be considered.
- (c) Before a Rule may be made or varied, the majority of the members of the Executive Committee voting shall be in favour.
- (d) The Secretary shall be responsible for publishing in the Newsletter a summary of the decision and proceedings of the Executive Committee.