

**Vembadi Girls' High School  
Old Girls' Association**

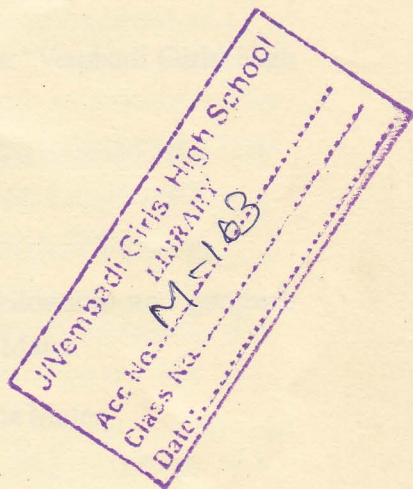
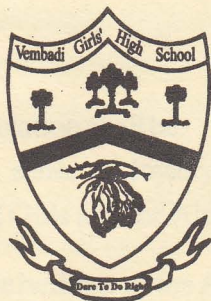


**CONSTITUTION**

**2008**



# Vembadi Girls' High School Old Girls' Association



# CONSTITUTION

**2008**





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# Vembadi Girls' High School Old Girls' Association

## CONSTITUTION

### 1. Name

The name of the Association shall be "Vembadi Girls' High School Old Girls' Association".

### 2. Objects

The objects of the association shall be:

- 2.1. To promote a sense of loyalty, fellowship and goodwill among the Old Girls and the Alma Mater.
- 2.2. To maintain the heritage of the Alma Mater.
- 2.3. To establish Endowments.
- 2.4. To afford guidance and encouragement to the younger generation of Vembadians.
- 2.5. To award and/or financially support students of the Alma Mater.
- 2.6. To further the interests of the Alma Mater and the Old Girls' Association and its Branches.
- 2.7. To assist the Alma Mater in celebrating the Founder's Day on the 29<sup>th</sup> of June with the Founder's Day address by an eminent scholar and award Memorial Prizes and Gold Medals for the best student in special fields.

2.8. To celebrate on the 13<sup>th</sup> of March every year, "The Anniversary of First Old Girls' Reunion" held in 1904.

### **3. Membership**

The membership of the Association shall consist of :

Life Membership, Associate Membership and Associate Life Membership.

3.1. **Life Membership** is open to all Old Students of Vembadi Girls' High School who are above eighteen years of age and not attending any other Secondary School.

3.2. **Associate Membership** is open to all past and present teachers and non teachers of Vembadi Girls' High School.

3.3. **Associate Life Membership** is open to all Associate Members who have been on the staff of Vembadi Girls' High School for a period of ten years and over.

An Associate Member, on completion of continued voting rights for eight years, shall be enrolled as an Associate Life Member.

3.4. Application for the Membership shall be approved by the Executive Committee.

### **4.Subscription**

4.1. Every Life Member and Associate Life Member shall pay a subscription of Rs.500/=.



- 4.2. Every Associate Member shall pay an annual subscription of Rs.50/=
- 4.3. Subscription for each financial year shall be paid on or before the 28<sup>th</sup> of February of that year for certification of Membership for the Annual General Meeting,
- 4.4. An Associate Member who is in arrears of subscription for one year ceases to be a Member, but she ceases to be a voter on the date of expiry of her subscription.
- 4.5. The Membership Register shall be closed ten days prior to Special General Meeting for certification of membership.

## **5.Privileges**

- 5.1. All members shall have the right to vote at all General Meetings of the Association.
- 5.2. Life members are eligible to hold office in the Association.
- 5.3. An Associate member in the Executive Committee who is in arrears of subscription at any time shall “ipso facto cease to hold membership in the Executive Committee”
- 5.4. It shall be the duty of every member to notify her change of address to the Secretary. Notice sent to the last known address will be deemed valid.

## **6.Executive Patron**

The Principal of Vembadi Girls' High School shall be the Executive Patron of the Association.

## **7. Vice Patrons**

Five Vice Patrons shall be elected at the Annual General Meeting from among the distinguished Old Students of Vembadi Girls' High School

## **8. Executive Committee**

8.1. The Executive Committee shall consist of :

1. Executive Patron
2. Immediate Past President
3. President
4. Vice President I
5. Vice President II
6. Secretary (non. VGHS Staff)
7. Assistant Secretary (VGHS Staff)
8. Treasurer (non. VGHS Staff)
9. Assistant Treasurer (VGHS Staff)
10. Twelve Committee members of whom three shall be from the Associate Membership of the VGHS staff and three co-opted members.

8.2. The office bearers and six executive committee members shall be elected from among the life members at each Annual General Meeting.

8.3. Office bearers are eligible for re-election but shall not hold the same office for more than three consecutive years.

8.4. A member who stands for election and is not present at the election shall give her consent in writing to the President prior to the election.



8.5. The Executive Committee, at its first meeting, shall co-opt three members from among the life Members to the Executive Committee.

8.6. Members elected to the Executive Committee from the staff of Vembadi Girls' High School shall not exceed seven.

## **9. Management**

9.1. The affairs of the Association shall be administrated by the Executive Committee.

9.2. The Executive Committee shall request the Vice Patrons to attend selected Committee Meetings and advice matters of interest to the Association.

9.3. Recipients of notices, minutes and other documents of the Committees and the General Meetings shall include the Vice Patrons.

9.4. Any vacancy that may arise in the Executive Committee or among the Office Bearers shall be filled by the Executive Committee from among the members of the Association pending approval at the next General Meeting.

## **10. Committee Meetings**

10.1. The Executive Committee Shall meet as often as may be necessary, but at least once in two months at the instance of the Secretary or the President or on a written requisition by at least seven members of the executive

Committee and such meeting shall be called by the Secretary.

10.2. At least seven days clear notice shall be given for an Executive Committee meeting.

10.3. Any member absent for two consecutive meeting shall cease to be a member of the Executive Committee unless the Committee decides otherwise.

### **11. Quorum**

Seven members shall be the Quorum for a meeting of the Executive Committee and twenty five members shall be the quorum for a General Meeting.

### **12. Presiding at meeting**

The president or in her absence one of the Vice Presidents shall preside at the meetings of the Executive Committee and at General meetings.

### **13. Decisions**

All issues that may come up before the Association or Executive Committee shall be decided by a majority of votes, and in every case of equality of votes the Chairperson shall have a casting vote.

### **14. Duties of the Executive Committee**

It shall be the duties of the Executive Committee to:

14.1. decide upon the steps to be taken from time to time for carrying out the Objects and Resolutions of the Association.



14.2. arrange for the collection of funds for carrying out the Objects or Resolutions of the Association.

14.3. display the charges and expenses incurred for and on behalf of the Association and to control the finances of the Associations.

14.4. arrange General Meetings.

14.5. carrying out such activities and take such steps as it considers expedient for the attainment of the Objectives of the Association.

**15. Duties of the Secretary**

The Secretary shall transact all business and carry out all correspondence connected with the Association. The Secretary shall maintain a register of members of the Association, and such register shall always be open for inspection by the members by arrangement with the Secretary. The Secretary shall notify the overdue subscription to the member promptly.

**16. Duties of the Treasurer**

The Treasurer shall collect all monies and keep all accounts as provided for in section 18 herein below. The accounts shall at all reasonable times be open for inspection by members. The Treasurer shall submit an audited statement of accounts for each financial year, to the Executive Committee before 13th of March of the year following.



## **17. General Meeting**

17.1. Annual General Meeting shall be held on the 13<sup>th</sup> March of every year. The Executive Committee shall have the power to alter the date of the meeting due to urgent and unavoidable reasons.

17.2. The following agenda shall be gone through in the Annual General Meeting:

Minutes

Report of the Executive committee.

Audited statement of accounts for the financial year ended 28th February or on the last day of the previous month of the Annual General Meeting. Resolutions and Amendments to the Constitutions, if any.

Election of Office bearers, Executive Committee and an Auditor.

Any other business.

17.3. A Special General Meeting shall be held:

On the written requisition of not less than twelve members addressed to the Secretary stating the subjects to be brought forward at the meeting OR

At the instance of the Executive Committee.

17.4. No General Meeting shall be held without seven days notice to the members stating the business to be transacted at such meeting. No motion shall be brought or discussed by any member at the General Meeting

unless fourteen days notice of such motion is given to the Secretary, but with the consent of two third (2/3) members present and voting, any matter, other than as herein provided may be discussed at the meeting.

## **18. Funds**

The funds of the Association shall fall into three categories.

### **18.1. Vembadi Girls' High School OGA Account**

18.1.1. This shall be maintained in Current, Savings and Time Deposit Accounts.

18.1.2. Vembadi Girls' High School OGA Accounts into which shall be deposited :

1. All membership subscription,
2. Any donation to the OGA by an old girl or branches of the Association for whatever purpose it might have been donated
3. Excess of income over expenditure, if any, from social functions, etc.
4. Interests of Time Deposits at maturity
5. Any other income not stipulated above.

18.1.3. The manner in which this fund is invested and disbursed shall be decided by the Executive Committee.



18.1.4. Funds shall be withdrawn from the Time Deposit Accounts only by a resolution stating the purpose and passed by two third votes of the members present and voting at a duly constituted General Meeting of the Association.

18.1.5. Any amount in excess of Rs.20,000/- lying in the Current Account or Savings Account shall be transferred to the Time Deposit Account at the end of each financial year

18.1.6. The relevant accounts shall be operated by the President in conjunction with the Treasurer.

## **18.2. Vembadi OGA Scholarships and Prize Giving Fund**

18.2.1. This shall be maintained in Savings and Time Deposit Accounts.

18.2.2. Vembadi OGA Scholarships and Prize Giving Fund accounts into which shall be deposited :

1. All monies collected or donated for the purpose of scholarships and prizes,
2. Interests of Time Deposits at maturity

18.2.3. The manner in which this fund is invested and disbursed shall be decided on by the Executive Committee in consultation with the Executive



Patron for the purpose of scholarships and prize giving.

18.2.4. Funds shall be withdrawn from the Time Deposit Deposits only by a resolution stating the purpose and passed by two thirds votes of the members present and voting at a duly constituted General Meeting of the Association.

18.2.5. Any amount in excess of Rs.20,000/- lying in the Current Account or Savings Account shall be transferred to the Time Deposit account at the end of each financial year

18.2.6. The relevant accounts shall be operated by the President in conjunction with the Treasurer.

### **18.3. Vembadi OGA School Project Account**

18.3.1. This shall be maintained in Current and Time Deposits.

18.3.2. Vembadi OGA School Project Account into which shall be deposited :

1. All monies donated by Parents and well wishers,
2. Interests of Time Deposits at maturity

18.3.3. The manner in which this fund is invested and disbursed shall be decided by the Executive Committee of this Association in consultation with the Executive Committee of the School Development Society at a meeting presided by the Executive Patron of the Association.

18.3.4. Funds shall be withdrawn from the Time Deposit Accounts approved by the Executive Committee, for the projects approved as per 18.3.3.

18.3.5. The relevant accounts shall be operated by the Executive Patron in conjunction with the President and the Treasurer.

18.4. The Funds of the Association shall be deposited in a recognised bank approved by the Executive Committee.

18.5. The financial year of the association shall be from March 1<sup>st</sup> to February 28<sup>th</sup>.

## **19. Amendments**

Amendments to the existing Constitution shall only be valid if approved at a duly constituted General Meeting of the Association by a majority of two thirds of the membership present and voting at such meeting. Notice of proposed amendments shall be given to members at least ten days before

the date of the General Meeting at which such amendments are to be considered.

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The foregoing Constitution, as amended and corrected, was passed at the Special General Meeting of Vembadi Girls' High School Old Girls' Association held on 13<sup>th</sup> March 2008.

Proposed by: *Mrs.R.Mahesan*

Seconded by: *Mrs.A.Kirupairajah*

*S. Ponnampalam*  
*Mrs.K.Ponnampalam*  
Executive Patron

*R.Mahesan*  
*Mrs.R.Mahesan*  
President

*S.Ananthakumarasamy*  
*Mrs.S.Ananthakumarasamy*  
Secretary



# கல்லூரிப்பா

இராகம் : ஹம்சத்வனி

தாளம் : ஆதி

மன்னுபுகழ் பரவி ஒளியுறவே  
பன்னவனே நினைப் பணிந்திடுவோம்  
மன - மொழி - மெய்யதை வளர்த்திடவே  
தினமுமே சித்தியை அருளிடுவாய்

## பல்லவி

உண்மையிலே உளத் திண்மையிலே  
வண்மையிலே மதி நுண்மையிலே  
தன் - நலம் தவறா தனிபெரும் வேம்படி  
நந்நல - மகளிர் - கழகம் - வளர்க.

தொண்டொன்றே நமது இலட்சியமாம்  
கொண்டனமே - நட்பு - கல்வி - ஜெபம்  
கண்டனமே செய்வோம் பிழையதனை  
கொண்டிலோமே அச்சம் எதுவரினும்.

செல்வி G. வடிவேலு

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# School Hymn

Give to do right, dare to be true,  
You have a work that no other can do,  
Do it so bravely, so kindly, so well,  
Angels will hasten the story to tell.

Chorus:

Dare to do right, dare to be true,  
Dare to do right, dare to be true,  
Dare to do right, dare to be true,  
Dare to do right, dare to be true.

Dare to do right, dare to be true,  
Other men's failures can not save you,  
Stand by your conscience, your honor, your faith,  
Stand like a hero and dare to be true.

## School Hymn

Dare to do right! dare to be true!  
You have a work that no others can do,  
Do it so bravely, so kindly, so well.  
Angels will hasten the story to tell

### Chorus:

Dare, dare, dare to do right!  
Dare, dare, dare to be true!  
Dare to do right! dare to be true!  
Dare to do right! to be true!

Dare to do right! dare to be true!  
Other men's failures can never save you;  
Stand by your conscience, your honour, your Faith  
Stand like a hero and battle till death