

**PERTH COLLEGE OLD GIRLS' ASSOCIATION**  
(ESTABLISHED 1913)

**CONSTITUTION**

*(Confirmed and accepted 19 February 1994, amended 14 February 1998, second amendment 12 February 2000, third amendment 15 February 2003, fourth amendment 18 February 2006, fifth amendment 19 February 2011, sixth amendment 16 March 2013, seventh amendment 05 April 2014) eight amendment 03 April 2016.*

**1. NAME-**

The name shall be Perth College Old Girls' Association (hereafter called "the Association")

**2. OBJECTIVES-**

The objects of the Association shall be

- (a) To further the interests of Perth College both financially and in general.
- (b) To endow such scholarships, bursaries or prizes as the Association shall from time to time determine
- (c) To keep the old girls in touch with the College and with one another, for this purpose to publish at intervals an official Journal of the Association called "MYALLA".
- (d) The assets and income of the Association shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.

**3. MEMBERSHIP-**

The Association shall consist of Life and Honorary Members. Membership shall be open to any Old Girl who has attended Perth College for one (1) year or subject to approval of the Committee any school founded by the Sisters of the Church of similar standing to Perth College.

- (a) LIFE MEMBERS – Members who have paid a life membership subscription determined by the Association
- (b) HONORARY LIFE MEMBERS – May be elected to such a position at an Annual General Meeting of the Association on the recommendation of the Committee.

**4. SUBSCRIPTIONS-**

- (a) Membership subscriptions shall be such sums as may be determined from time to time by a resolution passed by a majority present and voting at any general meeting

**5. PATRON-**

The Principal of the College shall be Patron of the Association.

**6. COMMITTEE-**

The Committee of the Association shall be elected each year at the Annual General Meeting and shall consist of –

1. (a) i The President who shall have been a member of the Association for at least three(3) years and a member of the Committee for not less than one (1) year preferably within the preceding three years.
  - ii The President shall not hold office for more than four (4) consecutive years.
  - iii The Retiring President shall ipso facto be a member of the Committee during the next ensuing year
- (b) Two Vice Presidents both of whom shall have been members of the Association for at least three (3) years.
- (c) The Secretary who shall preferably have been a member of the Association for three (3) years and a member of the Committee for not less than one (1) year.

- (d) The Treasurer
  - (e) i The Association's Representative on the Perth College Council who shall have been a member of the Association for at least three(3) years and a member of the Committee for not less than one (1) year.
    - ii The Association's Representative on the Perth College Council term of office shall be three (3) years and for not more than three (3) consecutive terms of office.
  - (f) The "Myalla" Editor
  - (g) The Membership Secretary
  - (h) The Bursary Trustee
  - (i) Not less than four (4) and not more than seven (7) members of the Association
  - (j) The Committee may at any time during the year co-opt members who shall hold office until the end of the next Annual General Meeting.
2. Nominations for membership of the Committee may be made in writing prior to or verbally at Annual General Meeting.
  3. All Committee members shall be eligible for re-election.

#### 7. CASUAL VACANCIES-

The office of an elected member of the Committee shall become vacant if she:-

- (a) Is absent from three (3) consecutive meetings of the Committee without being granted leave of absence by the Committee.
- (b) Resigns her office by notice in writing to the Committee
- (c) Any Casual vacancy shall be filled by the Committee appointing a member to hold office until the conclusion of the next ensuing Annual General Meeting.

#### 8. COMMITTEE MEETINGS-

- (a) Meetings of the Committee shall be held from time to time as the Committee may determine with a minimum of six (6) meetings per calendar year.
- (b) The President may at any time and shall at the request of three (3) members of the Committee convene a Committee meeting.
- (c) At least seven (7) days notice shall be given by the Secretary of all Committee members of all meetings of the Committee.
- (d) Seven (7) members shall constitute a quorum at a Committee meeting

#### 9. POWERS OF COMMITTEE-

The management of the affairs of the Association shall be vested in the Committee subject to the control of the Association in General Meeting and in particular the Committee may:-

1. (a) Open and operate such accounts with such Financial Institutions as it may from time to time determine and authorise the manner in which, and the persons by whom , such accounts shall be operated. Accounts with other institutions than Banks and Building Societies must be in the form of debentures unless otherwise approved by the Committee.
- (b) Signatories shall be the President, Treasurer and two (2) Committee Members nominated by the Committee, any two (2) of whom must sign any cheques or other required documents.
3. From time to time appoint such sub-committees for such purposes and with such powers and authorities as it may determine PROVIDED HOWEVER
  - (a) There shall be at least one (1) member of the Committee on each sub-committee appointed.
  - (b) All sub-committees shall be responsible to the Committee and shall report to it as and when requested
  - (c) No sub-committee shall enter into any financial commitment without the express authority of the Committee.
  - (d) The President shall be automatically ex officio on any sub-committees if she so desires.
4. Organise such functions and meetings of the Association as it thinks desirable.

5. The Committee shall appoint an Executive Committee comprising the President, one (1) Vice President, Treasurer, Secretary and one (1) elected Committee Member.

10. DUTIES OF OFFICERS-

- (a) i The President, or in her absence, a Vice President shall preside at all meetings of the Association and the Committee, and in the case of equality of votes shall have a casting vote.  
ii The President shall prepare a report on the Association's activities for presentation at the Annual General Meeting.
- (b) The Vice Presidents shall assist the President at all meetings of the Association and of the Committee.
- (c) The Secretary shall be responsible for recording and distribution of minutes of Committee Members correspondence on behalf of the Committee and all other duties as requested by the Executive Committee.
- (d) The treasurer shall receive all monies due to the Association, pay the same into such financial institutions as may be approved by the Committee and prepare all cheques covering expenditure incurred by the Association. The Treasurer shall keep a correct account of all monies received and expended and submit the books of account each year to the Auditor. Submit to the Annual General Meeting a report together with an audited statement of Receipts and Expenditure for the preceding year.
- (e) The council Representative shall attend all Council meetings of the Perth College Council and report relevant information to the Committee. She shall prepare a report for presentation to the Annual General Meeting of the Association.
- (f) The Myalla Editor shall prepare the Association newsletter as required by the Committee, which will include such matters as the Committee desire with a minimum of two (2) editions per calendar year.
- (g) The Membership Secretary shall be available for contact by members and shall be the liaison between the Association and the Relationship Manager.

11. SCHOLARSHIPS AND BURSARIES-

1. Any Scholarship or Bursary established by the Association shall be administered by three (3) Bursary Trustees who shall be:-
  - (a) The President for the time being.
  - (b) The Treasurer for the time being.
  - (c) One (1) Trustee to be appointed for a term of three (3) years by the Annual General Meeting.
2. The Old Girls' Scholarship shall be known as "The Old Girls' Association Sisters' Memorial Bursary" and shall be awarded annually by the Perth College Foundation Inc. on the advice of the Bursary Trustees.
  - (a) All daughters and grand-daughters of Old Girls who are members of the Association at the time of application (or, if the nominated Old Girl is deceased, was a Life Member at the time of death) are eligible to apply for the Sisters' Memorial Bursary.
  - (b) Applicants shall sit for the Council Scholarship Examination followed by an interview with the Bursary Trustees.
  - (c) Each Bursary shall be tenable for six (6) years commencing in Year 7 providing that the successful applicant shall have made, in the opinion of the Principal of Perth College and the Bursary Trustees, satisfactory progress, with progress to be verified in writing each year by the Principal
  - (d) The successful applicant shall be selected bearing in mind her ability to make an all-round contribution to the School.
  - (e) A Nominator of the Bursary applicant is required to be a Life Member of the Perth College Old Girls' Association.
3. "THE BESSIE AND EMMA COTTON MEMORIAL"  
(The following terms are in accordance with the last Will and Testament of the late Emma Bessel-Browne dated the 7<sup>th</sup> day of October 1983)

- (a) This fund is to be used for scholarships to be granted when required (not necessarily annually) for senior school students of parents who are in financial difficulty to the extent that the girls would not be able to continue at Perth College.
- (b) The Scholarship will be administered by the three Bursary Trustees, with the Old Girls' Association Council Representative as advisor, in consultation with the Principal of Perth College.
- (c) The recipients will be judged and selected by the said Bursary Trustees at their discretion according to the degree that the student or students exhibit qualities of leadership and concern for others.

12. ANNUAL GENERAL MEETING-

- (a) The Annual General Meeting shall until otherwise determined by an Annual General Meeting or Extraordinary Meeting be held within ninety (90) days of the commencement of the Perth College school year.
- (b) Notice of such meeting as published in Myalla shall be given at least fourteen (14) days prior to the date of such meeting to:-
  - i All Members of the Association at their last known address.
  - ii All girls who left the College in the preceding year and are eligible for membership of the Association.
- (c) The business of the meeting shall be to receive:-
  - i The President's Report on behalf of the committee.
  - ii The Treasurer's Report for the preceding year.
  - iii Council Report and any other relevant reports
  - iv The minutes of the last Annual General Meeting.
- (d) The Members present at the Annual General Meeting shall elect all officers for the ensuing year, including an Auditor and if required Legal Advisor and each third year one (1) Bursary Trustee and one (1) Perth College Council Representative.
- (e) To deal with such other business as it may think desirable.

13. EXTRAORDINARY GENERAL MEETING-

- (a) An Extraordinary General Meeting may be convened at any time upon the written request of any two (2) Committee Members or of not less than twenty (20) members of the Association.
- (b) Such request shall set out the purpose for which such meeting is required to be held.
- (c) At least fourteen (14) days notice of any such meeting and of the purpose for which it is convened shall be given to all members.
- (d) No business other than that stated in such notice shall be considered at an Extraordinary General Meeting

14. QUORUM-

Twenty five (25) members shall form a quorum at any Annual or Extraordinary General Meeting.

15. AMENDMENT OF CONSTITUTION-

This Constitution shall not be amended unless notice of intention to move an amendment is given to all members of the Association in writing or publication in the "Myalla", PC Wire and on the OGA website at least fourteen (14) days before an Annual General Meeting or Extraordinary General Meeting of the Association and such amendments(s) is passed by a three quarter majority of Members present and voting.

16. DISSOLUTION

In the event of the Association being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to the Perth College Foundation Inc. in the first instance or to Perth College.