

12. POWERS OF THE PRESIDENT:

The President for and after him the President shall be elected by the General Body along with the Office Bearers. He shall preside over the meetings.

- 1) He shall convene the meetings of the Governing Body or General Body with consent of the Secretary.
- 2) He shall have the control over all the affairs of the Society and shall be responsible for all the merits and demerits of the society as well as institutions.
- 3) He shall have a casting vote in addition to his own, in case of a tie in the meetings.

VICE-PRESIDENT:

In the absence of the President the Vice-President shall preside over the meetings of General Body and Mannaging Committee and perform all the functions of the President.

13. FUNCTIONS OF THE SECRETARY

The Secretary shall assist the President in the administration and in all the activities and projects and programmes undertaken by the Society. He shall maintain all the Records and Accounts of the Society.

- 1) He will be the controller of finances and he is at liberty to appoint any person on his behalf as controller of finances to his choice.
- 2) He shall operate the Bank or Banks account/accounts or authorise any person on his behalf to operate the Bank/Banks, account/accounts.
- 3) He shall send notices of the meetings of Governing Body and General Body.
- 4) He shall be the custodian of all the records of the Society.
- 5) He shall appoint the staff on the recommendation of the Board of Honorary Advisors.

JOINT SECRETARY

In the absence of Secretary, The Joint Secretary has to Perform all the functions of the Secretary.

TREASURER

The Financial Activities of the Society should be operated the Treasurer and Secretary Jointly. He may assist the Secretary in the financial administration of the Society.

EXECUTIVE MEMBERS

All the executive members of the Association/Organisation should compulsorily attend E.C. meeting and express their opinions for the upliftment of the Association/ Society.

14) BUSINESS OF THE GOVERNING BODY

- 1) The governing body shall meet often or atleast once in six months to consider the account and transact such business as may arise for consideration.
- 2) The body may be convened on the requisition of any three members of the Governing body specifying the agenda of the meeting. Such requisition meeting shall be convened within 15 days from the date of receipt of the requisition.
- 3) There shall be 3 clear days notice with date, place and time together with agenda for ordinary meetings and in case of urgency, the members may be called through a Telephone call or messenger.
- 4) The quorum for Governing Body meetings is Five out of Nine. i.e. Simple majority.
- 5) The Governing Body is vested with absolute powers to sell, improve, develop and enhance, lease or let out under lease or sub let, mortgage, dispose off, turn to account or otherwise deal with manage with all or any part of the properties of the Society.

P. Subramanya
SECRETARY / PRESIDENT.

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