



KEARSNEY COLLEGE OLD BOYS CLUB
("the Club")

RULES AND POLICIES

These Rules and Policies were adopted in accordance with a proposal by the Executive Committee issued on 24 May 2017 and adopted by a resolution taken by the voting Members at the Annual General Meeting of the Club held on 17 June 2017.

Signed and initialed

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KCOB President

KEARSNEY COLLEGE OLD BOYS CLUB

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RULES AND POLICIES

1. Nominations

Nominations for Members to serve on the Executive Committee may be submitted in writing to the Secretary or may be made verbally at the Annual General Meeting. In either case, the consent of the nominee must be obtained before he can be elected.

2. Chair at Meetings

The President, or in his absence the Vice-President, shall preside at all of the Club's meetings. In the absence of these two Members, the Ordinary Members present shall elect a Chairman from amongst their numbers.

3. Minutes of Executive Committee Meetings

The minutes of any meeting of the Executive Committee shall be confirmed at the next subsequent meeting of the Executive Committee.

4. Minutes of General Meeting

The minutes of any Annual or Special General Meeting shall be approved at the first subsequent meeting of the Executive Committee and thereafter confirmed at the next Annual General Meeting of the Club.

5. Register of Members

5.1 A Register of Members shall be kept by an official appointed from time to time by the Executive Committee.

5.2 The Register shall contain the names and addresses of Members together with, where applicable, the years that the Members attended the College.

5.3 It shall be the duty of all Members to communicate their address, or change of address, to the Club c/o Kearsney College, Botha's Hill, 3660, KwaZulu-Natal.

6. The Club Colours

6.1. The Blazer Badge shall consist of the Club's Emblem worked in silver wire on a maroon background.

6.2. The Blazer Buttons shall be silver in colour with the Club's Emblem raised on them.

6.3. The Club's Blazer Badge and Buttons shall be worn only on plain navy blue blazers.

6.4. The Club's Tie shall be navy blue and shall bear one or more of the Club's Emblems in silver and maroon.

6.5. The Club's Cravats and Scarves shall be navy blue and shall bear one or more of the Club's Emblems in silver and maroon.

7. Finance

- 7.1. The financial year of the Club shall be from 1 January to 31 December.
- 7.2. Subscriptions
- 7.2.1. The subscription to be paid by Ordinary Members shall be a Life Subscription equal to 2.5% of the current annual school fee (tuition plus boarding) payable at Kearsney College, determined at the date that application is first made for membership or the date on which the pupil enters Kearsney College.
- 7.2.2. In addition, duly constituted Branches of the Club shall be entitled to levy annual subscriptions for payment by Members provided that any such subscription or alteration thereof shall first be approved by the Executive Committee of the Club.
- 7.2.3. Associate Membership fees will need to be determined according to the wishes of the Executive Committee.
- 7.3. Upon request, the Executive Committee may authorise the use of the Club's funds to assist its Members or other officials in meeting expenditure incurred in the services of the Club.
- 7.4. The Executive Committee of the Club may give financial assistance to Branches of the Club in the form of loans and/or grants. Branches in receipt of such assistance shall upon request be required to give due account to the Executive Committee of the use of such monies. Any other funds raised by a Branch may be used at the discretion of the Branch concerned.
- 7.5. Any funds, which are administered by the Club for specific purposes, shall be identified individually in the accounts of the Club.
- 7.6. The monies of the Fund referred to in Rule 7.5 above may be invested together with the General Funds of the Club and the Funds shall be credited, pro rata, with such interest as may be earned by the overall investments of the Club.
- 7.7. No profit from the sale of liquor by the Club shall accrue to any individual.

8. Admission of Members

8.1. Ordinary Membership

8.1.1. Past Pupils

- 8.1.1.1. Past pupils who have completed their schooling at Kearsney College shall automatically become an Ordinary Member of the Club;
- 8.1.1.2. A pupil who has left Kearsney College prior to completing his Grade 12 year and not for disciplinary reasons, may at any time submit written application for membership to the Club Secretary;
- 8.1.1.3. Any pupil who leaves Kearsney College to go to another school and whose application has been accepted shall nevertheless not be entitled to wear the Club Colours until his schooling elsewhere has been completed.

8.1.2. Members of Staff

- 8.1.2.1. A past and/or present member of staff who has completed not less than six (6) school terms on the permanent staff of the College may make written application for membership to the Club Secretary;
- 8.1.2.2. The Executive Committee, in consultation with the Headmaster, shall decide not less than fourteen (14) days after receipt thereof whether or not to accept such application;

8.1.3. All applications for Ordinary Membership shall be accompanied by the prescribed Life Subscription. In the event of an application being refused, the Life Subscription of the application shall be refunded.

8.2. Honorary Membership

8.2.1. Honorary Membership may be accorded to any person who is not eligible for Ordinary Membership but who has rendered valuable service to the Club or to Kearsney College.

8.2.2. Nominations for Honorary Membership duly proposed and seconded by Ordinary Members of the Club, shall be submitted in writing to the Executive Committee.

8.2.3. Upon resolution by not less than two-thirds (2/3rds) of the Members present or represented by proxy at a meeting of the Executive Committee, this nomination may be approved. If approved, the person shall be notified accordingly by the Club's President.

8.2.4. Honorary Members shall enjoy all the privileges of Ordinary Membership except the right to vote at meetings of the Club.

8.3. Honorary Life Vice-President

8.3.1. Nominations for Honorary Life Vice-Presidents, duly proposed and seconded by Members of the Executive Committee, shall be submitted in writing to the Club Secretary.

8.3.2. Upon the unanimous resolution of the Members present or represented by proxy at a meeting of the Executive Committee, this nomination may be approved for submission to a General Meeting of the Club.

8.3.3. Such nominations submitted by the Executive Committee to a General Meeting shall require the approval of two-thirds (2/3rds) of the Members present or represented by proxy. If approved, the person shall be notified accordingly by the Club President.

8.3.4. Honorary Life Vice-Presidents shall enjoy all the privileges of Ordinary Membership except the right to vote at meetings of the Club. This exception shall not apply if the person is already an Ordinary Member of the Club.

8.4. Temporary Membership

8.4.1. The Executive Committee may grant temporary membership to suitable persons from time to time, for such periods and against payment of such membership fees as it may determine.

8.4.2. Temporary Members shall enjoy all the privileges of Ordinary Membership except the right to vote at meetings of the Club and the right to wear Club Colours.

8.5. Associate Membership

- 8.5.1. The Executive Committee may grant Associate Membership to parents of boys who are either pupils at or have been pupils at Kearsney College for such periods and against payment of such membership fees as it may determine.
- 8.5.2. The Executive Committee may grant Associate Membership to other parties associated with Kearsney College at their discretion.
- 8.5.3. Members of staff who have served Kearsney College for a period of two (2) years may be appointed Associate Members by the Executive Committee without the need to pay subscriptions.
- 8.5.4. Associate Members shall enjoy all the privileges of Ordinary Membership except the right to vote at meetings of the Club and the right to wear Club Colours.

9. Termination or Suspension of Membership

- 9.1. Termination or suspension of membership by the Executive Committee shall be communicated to the member concerned by email to the Members last known address.
- 9.2. Such written notification shall advise the Member of the reason for his suspension or expulsion and of his right to appeal to a General Meeting of the Club.

10. Discipline

Kearsney College Old Boys conduct at all Club or Kearsney College functions on Kearsney College premises or off the College's premises, needs to be that of a Kearsney representative. Behaviour reflecting poorly on the Club or Kearsney College may result in reduced or terminated access to the Kearsney College premises. The Executive Committee may determine, after discussion, an appropriate response to any such breach of discipline.

11. Marketing and Branding

The Club and Kearsney College's Foundation Office market to their constituency in order to foster the relationship with the Club and donors, as this is important for them to fulfil their objectives. Their marketing should complement and be consistent with the Kearsney College's marketing message and brand. The Club pays a contribution to Kearsney College for the support of the Club's administration, marketing and fundraising activities through the Foundation Office. This includes content creation and management of the Club's eNews, the Greyhound Magazine, the Club's website, database, Founders dinner and a number of other administrative related support functions. The scope of Kearsney College's support is managed through a Service Level Agreement which is negotiated between the Club and Kearsney College from time to time. The Club's annual cost contribution forms part of these negotiations and is provided for in the Club's annual budget.



12. Representatives on the Kearsney Board of Governors

- 12.1 The Club's Representative on the Kearsney Board of Governors shall be the President (ex officio) and one (1) Ordinary Member of the Club other than past or present members of the Kearsney College Staff. In the event of the President of the Club being a past or present member of the Kearsney College Staff then the Executive Committee shall appoint a member of the Club in his stead who shall not be a past or present member of the Kearsney College Staff.
- 12.2 The Ordinary Member of the Club shall be appointed for a period of three (3) years or such other period as the Board of Governors may indicate.
- 12.3 Election of the Representative
 - 12.3.1. When a vacancy occurs or is expected to occur, the Secretary of the Club shall call for nominations from the Ordinary Members.
 - 12.3.2. Nominations duly seconded and accompanied by the written acceptances of nomination by the nominees shall be submitted to the Executive Committee of the Club.
 - 12.3.3. Provided more than one (1) nomination is received, the Executive Committee shall convene a General Meeting of the Club. At this Meeting only such nominations shall be submitted to the Members for ballot.
 - 12.3.4. If only one nomination is received that nominee shall duly be considered elected.
 - 12.3.5. In the event of the representative being elected to fill a casual vacancy, he shall hold office for the balance of the term of the Representative of the Club.
 - 12.3.6. Directly after a Representative has been elected by the Club, the Club's Secretary shall submit the names of the Representative to the Board of Governors for approval.

