



# NTU Alumni Club

*Class of Your Own*

## **CONSTITUTION**

**Reprint: July 2021**  
**Incorporating amendments passed at the Annual General**  
**Meetings of 24<sup>th</sup> April 2021.**

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**1. NAME AND PLACE OF BUSINESS**

- 1.1 The name of the society shall be ‘NANYANG TECHNOLOGICAL UNIVERSITY ALUMNI CLUB’ hereinafter referred to as “the Club”.
- 1.2 Its place of business shall be at 11 Slim Barracks Rise, Executive Centre #06-07, Singapore 138664 or such other addresses as may subsequently be decided upon by the Committee and approved by the Registrar of Societies.

**2. OBJECTS**

- 2.1 To provide opportunities for members of the Club to meet one another, and avenues for social, cultural and academic activities amongst members.
- 2.2 To enable graduates to maintain close links with the Nanyang Technological University.
- 2.3 To promote the interest of the members of the Club.
- 2.4 To promote community service activities.
- 2.5 To publish papers, journals and other materials in furtherance of the above objects.
- 2.6 To foster relations with other bodies, societies and organizations, which have objects related to or complementary to the objects of the Club.
- 2.7 To promote continuing education programmes and to organise talks and forums in furtherance of the Club's objects.
- 2.8 To establish in conjunction with other bodies within or outside Singapore, affiliations or working groups or relationships in any matter likely to prove beneficial or of interest to members and to the Club.
- 2.9 To incorporate a corporate entity which may enter into commercial arrangements with any other associations, clubs, institutions, appropriate organizations or companies in furtherance of the objects

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of the Club.

## **3. EMBLEM AND COLOURS**

The Club's emblem shall as far as possible incorporate the coat of arms of the Nanyang Technological University. The Club's colours shall be red and gold.

## **4. PATRONS**

The Club may invite persons of distinction to be the Patrons of the Club.

## **5. DISTINGUISHED FELLOWS**

The status of Distinguished Fellows may be conferred by the Committee on persons who have provided significant assistance or support to the Club or who have distinguished themselves in their respective fields or disciplines.

## **6. TYPES OF MEMBERSHIP**

6.1 The Club shall consist of members of the following classes:

- a) Honorary Members
- b) Life Members
- c) Ordinary Members
- d) Associate Members
- e) Spouse Members
- f) Institutional Members
- g) Term Members
- h) Provisional Members
- i) Corporate Members

6.2 The Committee shall have the power to restrict the number of members of any or all classes and may also close the membership of the Club whenever the Committee may deem necessary.

## **7. HONORARY MEMBERS**

Honorary Membership may be conferred by the Committee on persons distinguished in public life or by service to the Nanyang

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Technological University or to this Club. Honorary Members shall not be required to pay any entrance fee or subscription.

**8. LIFE MEMBERS**

Life Membership may be conferred by the Committee on Ordinary members who in the opinion of the Committee have made significant contributions to the Nanyang Technological University or to this Club, on such terms and conditions as the Committee may from time to time decide.

**9. ORDINARY MEMBERS**

The following persons shall be eligible for Ordinary Membership:

- i. All persons who are graduates of Nanyang Technological University and National Institute of Education and their predecessor institutions, namely, Nanyang University, Nanyang Technological Institute, Institute of Education and Teachers Training College; and
- ii. All persons who were undergraduates of Nanyang Technological University and who have successfully completed their undergraduate or postgraduate degree courses at the Singapore Management University.

**10. ASSOCIATE MEMBERS**

Associate Membership shall be open to:

- i. Graduates from other recognised Universities.
- ii. Persons who in the unanimous opinion of the Committee have recognised academic or professional qualifications which render them suitable to be Associate Members.
- iii. Diploma holders of Nanyang Technological University.
- iv. Persons who in the unanimous opinion of the Committee would contribute to and further the objects of the Club and have accordingly applied for or been invited by the Committee to become Associate Members.

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- v. All persons who have successfully completed an executive programme of no less than one (1) week's duration conducted by Nanyang Technological University.

**11. SPOUSE MEMBERS**

Spouse membership shall be open to spouses of Honorary, Life, Ordinary and Associate members.

**12. INSTITUTIONAL MEMBERS**

12.1 Institutional membership shall be open to any body, society or organization which has objects related to or complementary to the objects of the Club.

12.2 Each Institutional Membership shall entitle the Institutional Member to nominate such number of individuals as the Committee shall determine, who shall be entitled subject to Article 17 to all the privileges of Membership for a period to be defined by the Committee and on such terms as may be decided by the Committee

**13. TERM MEMBERS**

13.1 Persons who are non-Singapore Citizens and non-Permanent Residents and who are members of the academic staff of NTU shall be eligible for Term Membership

13.2 Term Membership shall be available for a term of three years.

13.3 Term Members may upon expiry of the three year period or at anytime during the three years opt to convert their Term Membership to Ordinary or Associate Membership under Article 9 or 10 (where applicable) by paying a one-time conversion fee as may be determined by the Committee from time to time.

13.4 Term Members who do not during, or upon the expiry of the three years, opt to convert to Ordinary or Associate Membership in accordance with Article 13.3 may opt to extend the Term Membership for a second, and final term of three years by paying such fees as may be determined by the Committee from time to time.

13.5 The maximum duration of a Term Membership shall be terms of

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three years each. The Committee may in its discretion extend each new term.

**14. PROVISIONAL MEMBERS**

Provisional membership is available to Nanyang Technological University final year graduates and would be valid for a period to be defined by the Committee. Provisional membership will also be available up to 250 student leaders who are undergraduates identified by the office of Student Affairs of the Nanyang Technological University for a period of 1 year, or for so long as they continue to hold office in their respective student bodies whichever is the shorter. Provisional Members shall not be required to pay entrance or subscription fees.

**15. CORPORATE MEMBERS**

15.1 Corporate membership will be by invitation of the Committee and extended to business entities registered in or carrying on business in Singapore and whose business is conducted within the vicinity of the Club's premises or are in fields of endeavour which can contribute to the objects of the Club.

15.2 Each Corporate Membership shall entitle the Corporate Member to nominate 3 individuals who shall be entitled subject to Article 17 to all the privileges of Membership for a period to be defined by the Committee and on such terms as may be decided by the Committee.

**16. ELIGIBILITY FOR MEMBERSHIP**

16.1 Every candidate for admission as a Life, Ordinary, Provisional, Associate, Term, or Spouse Member shall satisfy the Committee that he is eligible for membership for that class of membership, and shall be proposed by one member and seconded by another member both of whom shall be Ordinary Members, and who shall vouch, from their personal knowledge, for the suitability of the candidate for admission as member having regard to the objects of the Club.

16.2 Upon the offer by the Committee, the Provisional Member can become an Ordinary Member without further need for a proposer and a seconder. Such an offer shall be made upon when their names are being placed on the Register of Graduates of the Nanyang

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Technological University.

- 16.3 Every candidate shall complete and sign such application form as the Committee may from time to time determine.
- 16.4 Any omission of or inaccuracy in the particulars of any candidate may, at the discretion of the Committee, render his election null and void.
- 16.5 It shall be the duty of the Committee in exercising its powers of election to consider carefully the suitability of the candidate for admission as a member, having regard to the objects of the Club.
- 16.6 Except as otherwise provided in this Constitution, a candidate shall be elected if a simple majority of the members of the Committee present at the Committee meeting at which the election of the candidate is considered, vote in favour of his election.
- 16.7 In the event of any candidate being refused election by the Committee, any two Ordinary Members may propose and second a resolution in accordance with Article 30.2 at the subsequent Annual General Meeting that such candidate be elected, and if such resolution is carried by a majority of the members present and voting, such candidate shall be deemed to be fully elected.
- 16.8 An elected member shall be given notice in writing thereof and be furnished with a copy of this Constitution.
- 16.9 Application for Institutional Membership / Corporate Membership shall be made to the Committee whose decision on admission shall be final.

**16A. TRANSFERABILITY OF MEMBERSHIP**

- 16A1 Ordinary Members, Associate Members, Ordinary Members who have become Life Members, may transfer their membership to persons who qualify to be an Ordinary Member or an Associate member as set out in Article 9 and Article 10 of the Constitution respectively.
- 16A2 Membership may not be transferred to former members who have either resigned or have been deleted or expelled.

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16A3 Members under complaint and due for Disciplinary Sub-Committee hearings or suspended as a result of which, may not be eligible to transfer their membership during the period of their hearing or suspension. Notwithstanding the foregoing, the Committee may, in its sole discretion, approve applications for transfer of membership, provided the member has paid up all monies due to the Club at the time that such application is submitted.

16A4 All persons to whom membership is to be transferred shall be subject to acceptance by the Committee in the manner set out in Article 16, Article 18, Article 19, Article 20 and Article 21 respectively.

16A5 Upon the Committee's acceptance of the transfer, the transferor shall be required to pay a prescribed transfer fee which the Committee may from time to time determine.

**17. PRIVILEGES OF PATRONS, DISTINGUISHED FELLOWS AND MEMBERSHIP**

17.1 Patrons, Distinguished Fellows, Honorary, Associate, Spouse, Term and Provisional Members shall be entitled to all the benefits and privileges of Ordinary Members, except that they shall not be eligible to be elected as officers or members of the Committee, or to vote, or to move or second motions or to nominate members for election to the Committee, or to claim any share of the property of the Club upon its dissolution.

17.2 All Institutional Members, Corporate Members and / or their nominated representatives, as the case may be, shall enjoy such privileges as the Committee may from time to time decide, except that they shall not be eligible to be elected as officers or members of the Committee, or to vote, or to move or second motions or to nominate members for election to the Committee, or to claim any share of the property of the Club upon its dissolution.

**18. RESIGNATIONS AND RE-ELECTION**

Any member may resign from the Club by giving to the Honorary General Secretary at least three (3) months notice in writing to that effect but such member shall pay all debts due to the Club including the subscription due for the month in which such notice is given. Having discharged all liabilities to the Club and wishing to rejoin,

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the member may be re-elected and the Committee may in its discretion waive the entrance fee or any part thereof.

**19. MEMBERS ADJUDGED BANKRUPT, CONVICTED**

19.1 If any member or nominee of an Institutional Member / Corporate Member is adjudged a bankrupt, or makes a composition or arrangement with creditors under the provision of any Act or Regulation, the Committee may withdraw any or all privileges which the member would otherwise be entitled to and also the membership of the Club, but the Committee shall have the power in its discretion to reinstate such persons without any payment of the entrance fee.

19.2 If any member or nominee of an Institutional Member / Corporate Member is convicted in any Court of Law for any offence involving dishonesty or moral turpitude, he shall cease to be a member of the Club and thereupon shall not be eligible for re-election as a member.

**20. EXPULSION, SUSPENSION OR FINE OF MEMBERS**

20.1 The Committee shall have the power to expel any member, who shall in the opinion of the Committee, act in any way prejudicial to the interest of the Club or its members thereof or shall break any provision of the Constitution or any Rules and Regulations of the Club or whose conduct shall in the opinion of the Committee render the member unfit for membership to the Club.

20.2 Before any such member is expelled, the Honorary General Secretary, or any authorized person, shall give him a minimum of seven days written notice to attend a meeting where the member shall be informed of the complaints made against him and the member shall then be entitled to provide an explanation for his conduct.

20.3 After hearing such member, if at least two-thirds of the members of the Committee then present vote for the expulsion of the said member, he shall thereupon cease to be a member of the Club.

20.4 If such member refuses to attend the meeting in answer to the notice calling upon him to do so, the Committee may nevertheless proceed in the member's absence.

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- 20.5 The Committee shall have the discretion and may at the conclusion of such hearing suspend the member for not more than one year or impose a fine not exceeding \$1,000 or any other lesser penalty or any combination thereof. In the event of damage to Club property arising out of the member's action, the Committee shall have the power to impose any additional penalties it deems necessary including but not limited to cost of repairing, replacing or refurbishing the damage. Notice shall thereafter be posted to such member.
- 20.6 It shall be in the power of the Committee to exclude such member from the premises of the Club until such meeting shall have been held and concluded.
- 20.7 The Committee may delegate to a sub-committee such power and duties under this article and such sub-committee shall present to the Committee its findings after giving the member the opportunity to be heard.
- 20.8 A member, who has been suspended or expelled, shall have the right, within twenty-one days of posting of notice of his suspension or expulsion or such other penalties imposed by the Committee to require the Committee to reconsider its decision and may attend a meeting of and make representations to the Committee for this purpose.
- 20.9 The Committee reconsidering its decision may consist of members other than those in the Committee that made the original decision.

**21. EFFECT OF CEASING TO BE A MEMBER**

Any person shall, upon ceasing to be a member of the Club, forfeit all rights, privileges and claims against the Club, but shall continue to be liable to the Club for any outstanding debts.

**22. ENTRANCE FEE, AFFILIATION FEES, SUBSCRIPTIONS AND ADMINISTRATION FEES**

- 22.1 The entrance fees, annual subscription fees, transfer fees and administrative fees shall be determined by the Committee from time to time, and shall be payable in such manner as the Committee may determine.

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- 22.2 All members of the Club shall pay the subscription within one month of such subscription becoming due. If any member shall fail to pay, notice shall be sent calling the member's attention. Any member in arrears of subscription for more than three months (Defaulting Member) shall be suspended from membership until all outstanding accounts are settled. In the event that within two months of suspension, the Defaulting Member fails to make good all outstandings plus costs, the Committee shall have the right to commence legal proceedings against the Defaulting Member for all outstandings, provided that they are satisfied that he has received due notice of his debts.
- 22.3 Members who are allowed to settle their entrance fees, annual subscription fees, transfer fees and administration fees by installments as provided in Article 22.1 shall be bound by provisions stipulated in Article 22.2.
- 22.4 Where any law or regulation or official directive of a competent authority relating to any tax, duty or levy on the supply of goods and services in Singapore arising from or in connection with the enactment of the Goods and Services Tax Act (Cap. 117A) shall subject the Club to any tax, duty or levy in respect of entrance fees, annual subscription fees, transfer fees and administration fees and / or other payments by the Members, the Members shall pay to the Club such tax, duty or levy payable by the Club.

**23. ABSENT STATUS**

- 23.1 A member who intends to leave Singapore may apply in writing to the Honorary General Secretary for absent status if the member shall leave Singapore for a continuous period of more than six months but not exceeding three years. Any request for extension of absent status beyond a period of 3 years will be considered by the Committee on a case by case basis and such absence must be evidenced by valid documentary proof.
- 23.2 An application must be submitted before the member leaves Singapore and must be accompanied by documentary proof of the absence and the intended period of absence.
- 23.3 The Committee may, at its sole discretion, approve such application provided the member has paid up all monies due to the Club at the

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time that such application is submitted.

- 23.4 Such a Member shall be required to pay 10% of his subscription, in advance, for the period he is out of Singapore.
- 23.5 Such Members returning to Singapore shall notify the Honorary Secretary in writing immediately upon the return and the member shall resume payment of subscription on the prevailing monthly rate. The member may be required to submit documentary proof on his date of return to Singapore.
- 23.6 The Member shall be deemed to have returned to Singapore and shall be liable to resume payment of normal subscriptions upon the expiry of the period of absence for which approval was originally granted unless the member applies in writing to the Honorary General Secretary and is granted approval of extension of his absent status.
- 23.7 The Members shall at all times keep the Club informed in writing of changes in the member's correspondence address, failing which correspondence delivered to the member's last known address shall be deemed valid.
- 23.8 The Club shall not be obliged to communicate with the member or extend any of the privileges of the Club whilst the member is not in Singapore.

**24. MANAGEMENT OF CLUB**

- 24.1 The Club shall be managed by a Management Committee (referred to as the Committee) consisting of: -
- i. The President
  - ii. The First Vice-President
  - iii. The Second Vice-President
  - iv. The Honorary General Secretary
  - v. The Honorary Assistant General Secretary
  - vi. The Honorary Treasurer
  - vii. The Honorary Assistant Treasurer
  - viii. Five Ordinary Committee Members

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**25. ELECTION OF COMMITTEE**

- 25.1 Members who wish to stand for election shall be proposed and seconded on the prescribed forms and such forms must be signed by the candidate for election signifying that candidate's willingness and eligibility to accept office but the committee may in special circumstances waive this requirement. Nominations must be received by the Honorary General Secretary not less than 7 clear Days before the date of the Annual General Meeting and the names of those nominated shall be posted on a notice board to be designated by the Committee not less than 3 clear days before the date of the Annual General Meeting.
- 25.2 At each Annual General Meeting, six new members shall be elected to the Committee. All elected Committee Members shall hold office until the second Annual General Meeting following their election, or bankruptcy, or death or mental incapacity, whichever is the earliest.
- 25.3 Office bearers of the Committee shall be appointed annually by the Committee from amongst its twelve members after the election at each Annual General Meeting.
- 25.4 All the twelve members of the Committee are eligible for the re-election except that:
- (a) the President shall not be re-elected to the same position for a fourth consecutive term;
  - (b) the Honorary Treasurer and the Honorary Assistant Treasurer shall not be re-elected to the same or related position for a consecutive term;
  - (c) a Committee member shall not be re-elected as Committee member for a sixth consecutive term.
- 25.5 If only so many candidates are nominated for election to the Club as are required to be elected, those candidates nominated shall be deemed to have been elected and they together with the continuing elected members of the Committee, shall appoint further members to complete the required number to satisfy the requirement of Article 25.2 above. The members so appointed shall be deemed to have been

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elected at the Annual General Meeting.

- 25.6 In addition to members elected to the Committee by the General body of the Club, each Institutional member shall be eligible to nominate up to two persons who are Ordinary or Life members of the Club being so appointed in total. If more than 4 persons are nominated by the Institutional members, the Committee elected by the General body of the Club shall appoint up to 4 persons to the Committee from amongst those nominated. For the avoidance of doubt, the Institutional member representatives shall not be entitled to vote, nor shall their votes be counted, at any Committee meetings.

**26. DUTIES AND POWERS OF COMMITTEE**

- 26.1 The Committee shall have power to appoint a member to fill any vacancy in the Committee. The member appointed to fill such vacancy shall hold office for the duration of the term of the member being replaced.
- 26.2 In the event of any vacancy arising in respect of the office of President, Vice President, Honorary General Secretary, Honorary Assistant General Secretary, Honorary Treasurer or Honorary Assistant Treasurer. The Committee shall hold a meeting for the purpose of, among other things, electing one of its members to fill the vacancy no later than thirty (30) days from the date of such vacancy.
- 26.3 In the absence of the President and the Vice-Presidents of the Club, the Committee or the Club as the case may be, shall elect a Chairman from amongst the Committee members.
- 26.4 The Committee shall meet at least once in two months to examine the Accounts and arrange the affairs of the Club. Half of the Committee shall form a quorum. Minutes shall be kept of all the proceedings of the Committee and shall be open to the inspection of any member with at least seven days of written notice to the Honorary General Secretary.
- 26.5 The Committee may from time to time appoint, such sub-committees as it may deem necessary or expedient, and may delegate to them such powers and duties of the Committee as the Committee may determine. Such sub-committees shall report their

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proceedings to the Committee as required by the Committee, and shall conduct their business in accordance with the direction of the Committee.

- 26.6 The Committee shall have power to appoint, control, pay and dismiss employees of the Club, and such administrative powers as may be necessary for the proper carrying out of the objects of the Club in accordance with this Constitution.
- 26.7 The Committee may from time to time make, amend or repeal the Club's Regulations, as they think expedient, for the internal management and well-being of the Club. The Committee shall have full power to decide all queries relating to the management of the Club and all questions arising out of or not covered by the Club's Regulations or any other rule or bylaws. Such decision shall be final unless and until altered or reversed by the resolution of the members of the Club at a General Meeting.
- 26.8 Any member of the Committee who is absent from three successive meetings of the Committee without a written explanation to the Honorary General Secretary, shall automatically cease to be member of the Committee. If at the third meeting a written explanation for such absence is submitted, the Committee shall consider such explanation and decide by a simple majority vote whether or not the absent member shall remain in the Committee. Leave of absence for a period not exceeding three months may be granted on application.
- 26.9 The Committee may authorize necessary expenditure by its members and its employees as may be necessary from time to time.
- 26.10 All complaints shall be made in writing to the Honorary General Secretary who, if unable to deal with them, shall submit them to the Committee whose decision shall be final. In no instance shall an employee of the Club be reprimanded directly by a member, other than by the General Manager or a member of the Committee.

**27. DUTIES AND POWERS OF THE OFFICERS**

27.1 The President

- i. The President of the Alumni shall be the Chairman of the Committee and shall preside at all meetings of the Committee

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and of the Club.

- ii. The President or any person officiating as Chairman at a meeting shall have a casting vote in the event of a tie.
- iii. The President shall in conjunction with the Honorary Treasurer sign all cheques of the Club.
- iv. The President may call for meetings of the Committee.

**27.2 The First Vice-President**

- i. The First Vice-President shall assist the President in the performance of his duties.
- ii. The First Vice-President shall, in the absence of the President, assume all the duties, powers and responsibilities of the President.

**27.3 The Second Vice President**

The Second Vice-President shall assist the President in the performance of his duties and deputize for the First Vice-President in the latter's absence.

**27.4 The Honorary General Secretary**

The Honorary General Secretary shall be responsible for the general administration of the secretariat. His responsibilities include:

- i. The summoning of all general meetings of the Club and meetings of the Committee;
- ii. The maintenance of an up-to-date register of members;
- iii. The conduct of correspondence on behalf of the Club;
- iv. The dissemination of information to members on the activities of the Club;
- v. The keeping of minutes of general meetings of the Club and meetings of the Committee.

**27.5 The Honorary Assistant General Secretary**

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- i. The Honorary Assistant General Secretary shall assist the Honorary General Secretary in discharging the latter's duties and responsibilities.
- ii. The Honorary Assistant General Secretary shall act for the Honorary General Secretary in the absence of the latter.

**27.6 The Honorary Treasurer**

The Treasurer shall be responsible for the proper administration of all funds belonging to or under the control of the Club. His responsibilities include:

- i. The issue of receipts for all funds received by the Club,
- ii. The collection of subscription,
- iii. The keeping of bank accounts,
- iv. The drawing up and the presentation of the statement of accounts and balance sheet to the Annual General Meeting,
- v. Reporting to the Committee on the financial state of the Club,
- vi. The payment of all bills approved by the Committee,
- vii. The signing of cheques in conjunction with the President.

**27.7 The Honorary Assistant Treasurer**

The Honorary Assistant Treasurer shall perform such duties of the Honorary Treasurer as may be directed by the Committee.

**27.8 Ordinary Committee Members**

The Ordinary Committee Members shall assist in the general administration of the Club and perform any other duties that are incidental to achieving the objects of the Club.

**28. ANNUAL GENERAL MEETING**

The supreme authority of the Club is vested in a General Meeting of members. The Annual General Meeting of the Club shall be held by April each year at a date and time to be fixed by the Committee for the following purposes:

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- i. to receive from the Committee the annual report, balance sheet and audited statement of accounts for the preceding financial year;
- ii. to replace outgoing members of the Committee and to appoint auditors;
- iii. to decide on any motion which may be duly submitted to the meeting as provided in Article 30.2

**29. EXTRA-ORDINARY GENERAL MEETINGS**

29.1 The Committee may at any time call an Extraordinary General Meeting.

29.2 An Extraordinary General Meeting shall also be convened within twenty one days upon the receipt in writing of such application, by not less than 400 voting members or 10% of the voting membership, whichever is lesser, stating the purpose for which such meeting is required.

29.3 Notice summoning an Extraordinary General Meeting shall be sent to members not less than seven days before the date fixed for the Meeting and shall state the subjects to be discussed at the Meeting. No other subjects may be discussed at the Extra-ordinary General Meeting.

**30. PRELIMINARIES TO ANNUAL GENERAL MEETING**

30.1 The Honorary General Secretary shall inform all members in writing of the date fixed for the Annual General Meeting, at least twenty-one days in advance and draw their attention to Article 28 and Article 30.2.

30.2 Any member wishing to move any motion at the Annual General Meeting shall give notice in writing thereof to the Honorary General Secretary not less than fourteen days before the date of such meeting.

30.3 Members of the Committee or governing body of the Institutional Members shall be entitled to attend and be heard at all General Meetings, but shall not be entitled to move any motion or to vote in respect of any motion unless they are also Ordinary Members of the

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Club.

30.4 At least seven days before any Annual General Meeting, the Honorary Secretary shall notify all members of the business to be transacted thereat. In the case of the Annual General Meeting, such notice shall include the annual report, the balance sheet, the audited statement of accounts and motions which the members have indicated their intention of proposing under Article 30.2.

**31. QUORUM AND PROCEDURE AT GENERAL MEETING**

31.1 The quorum at all General Meetings shall be thirty-five Ordinary Members.

31.2 If the quorum is not met thirty (30) minutes after the time fixed for a General Meeting, the Chairman of the Meeting shall postpone the meeting to a time of not less than thirty (30) minutes and not more than fourteen days later, and the agenda at the postponed meeting shall be the same as that fixed for the original meeting. No quorum shall be required for such postponed meeting provided that no amendments to the constitution shall be passed at such meeting in the absence of a quorum. The Honorary General Secretary shall if possible, inform all members in writing of the postponed date at least three days before the date fixed.

31.3 In the case of an Extraordinary General Meeting, if there is no quorum present, the Chairman shall declare the meeting dissolved.

31.4 Every Ordinary Member shall be entitled to one vote upon any motion, and in case of a tie, the resolution shall be declared to be defeated.

31.5 At a General Meeting a motion put to the vote of the Meeting shall be decided on a show of hands unless a ballot is demanded by any Ordinary Member. There shall be no voting by proxy.

**32. ACQUISITION AND DISPOSAL OF PROPERTY**

32.1 The Committee shall have the power to: -

- i. purchase or acquire such movable or immovable property as required for the purposes of the Club,

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- ii. invest any funds of the Club on any investments authorised by law for the investment of trust funds,
  - iii. sell, realise vary or otherwise deal with any movable property of the Club.
- 32.2 The Committee shall, with the prior sanction of a General Meeting have the powers to:
- i. borrow such funds as are required for the purpose of the Club,
  - ii. sell, assign, transfer, convey, mortgage or otherwise dispose of property of the Club,
  - iii. raise funds for particular projects of the Club by the imposition of levies on members.
- 32.3 The investments and immovable property of the Club shall be held by the Trustees. The Trustee shall act in all dealings with the property or investments in accordance with the wishes of the Committee evidenced by true copies of resolutions passed at meetings of the Committee or General Meeting as the case may be, such true copies to be certified as correct by President and the Honorary General Secretary.
- 32.4 The address of immovable properties, names of the Trustees and any subsequent changes must be notified to the Registrar of Societies.

**33. AMENDMENTS TO THE CONSTITUTION**

- 33.1 Amendments to the Constitution shall only be made at an Annual General Meeting or at an Extraordinary General Meeting.
- 33.2 The proposed amendments to the Constitution shall be made in writing to the Honorary General Secretary at least fourteen days before the General Meeting.
- 33.3 Any motion proposing any repeal of, addition to or amendment of these articles at any General Meeting shall be deemed passed if at least two - thirds of the members present and eligible to vote, vote in favor of such motion.

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**34. ACCOUNTS**

- 34.1 The financial year of the Club shall begin on the first day of January and end on the thirty-first day of December.
- 34.2 The accounts of the Club shall be audited at the close of each financial year by an external auditor who is an approved company auditor, not less than one month before the General Meeting, who shall certify the correctness of the statement of accounts to be submitted to the Meeting. The approved company auditor, shall be appointed at the Annual General Meeting as the external auditors. It shall serve for a maximum of two terms of two years each and -shall not be re-appointed for consecutive terms.

**35. INTRODUCTION OF GUESTS**

- 35.1 Any member may introduce a Guest subject to the Club's Regulations and any other rule or bylaw as may be made from time to time by the Committee.
- 35.2 Any member introducing a guest to the Club shall be liable for all the debts incurred or damage caused to the Club's property by such guest member.
- 35.3 No person who has been expelled from the Club or struck off the Membership Register of the Club shall be introduced as a Guest.

**36. VISITING RECIPROCAL CLUB / ALUMNI MEMBERS**

The Club may enter into reciprocal arrangements with overseas Clubs and Alumni and extend on a reciprocal basis the use of the Club facilities to the visiting members for such periods and terms as the Committee may from time to time determine.

**37. CHANGE OF ADDRESS**

Members shall inform the Honorary General Secretary of any change in their mailing address.

**38. GENERAL**

- 38.1 No member shall, except for professional services rendered at the

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request of the Committee, receive any profit, salary or other payments from the funds or transactions of the Club.

- 38.2 Except as may be permitted by the Committee, no member shall give the address of the Club in any advertisement or use it's address, or its premises, or its logo for any purpose.
- 38.3 Every member shall fully abide by every decision made by the Committee until such time as the decision is amended or revoked.
- 38.4 No press release in the name of the Club shall be made without the prior approval of the Committee.
- 38.5 In the event of a controversy arising over the interpretation of the Articles of the Constitution at any meetings of the Club, the Chairman shall give the ruling.

**39. DISSOLUTION**

- 39.1 The Club shall not be dissolved, except with the consent of not less than three-fifths of the members of the Club eligible to vote and for the time being resident in Singapore, expressed either in person or by proxy at a General Meeting convened for the purpose.
- 39.2 In the event of the Club being dissolved as provided above, all debts and liabilities legally incurred shall be fully discharged, and the remaining funds donated to the Nanyang Technological University. Provided always that any funds accruing from the operation of the fruit machines at the time of cessation of the operation of the fruit machines pursuant to or in connection with the dissolution, after all debts and liabilities legally incurred shall have been fully discharged, shall be donated to a charitable organization or otherwise disposed of in a manner approved by the Permit Officer (Police Licensing and Regulatory Department).
- 39.3 Notice of dissolution shall be given within seven days of the dissolution to the Registrar of Societies.

**40. PROHIBITIONS**

- 40.1 The promotion or conduct of a private lottery in the Club's premises is not allowed unless it has been permitted under the Private

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Lotteries Act Cap 250. The introduction of materials for drug taking and of bad characters into the premises is prohibited.

- 40.2 The funds of the Club shall not be used to pay the fines of members who have been convicted in Court.
- 40.3 The Club shall not engage in Trade Union activity as defined in any written law relating to trade unions for the time being in force in Singapore.
- 40.4 The Club shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to any arrangement with its members which has the purpose or is likely to have the effect of fixing or controlling the price or any discount, allowance or rebate relating to any goods or services to be supplied by them.
- 40.5 The Club shall not hold any lottery, whether confined to its members or not, in the name of the Club or its office-bearers, Committee or members except with the written approval of the Commissioner of Estate Duties.
- 40.6 The Club shall not indulge in any political activity or allow its funds and /or premises to be used for political purposes.
- 40.7 The Club shall not raise funds from the Public for whatever purpose without the prior approval in writing of the Head, Licensing Division, Singapore Police Force and other relevant authorities.



**NTU Alumni Club**  
*Class of Your Own*

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