

St. Pat's Alumni Association Constitution and By-Laws

- Name 1. The name of the Association herein shall be the St. Pat's Alumni Association and shall be referred to as the "Association".
- Head Office 2. The Head Office of the Association shall be in the City of Ottawa, in the Province of Ontario, or in such other location as the Board of Directors may determine.
- Objects 3. The objects of the Association are:
- a. To encourage, promote, and maintain a spirit of fellowship, loyalty, friendship, service, and benevolence among the members.
 - b. To maintain contact with the present St. Patrick's High School located in the City of Ottawa and to advance the excellence and reputation of St. Patrick's High School in its tradition of accomplishment in the areas of academics, religion, and community service.
 - c. To support the fundamental institutions of Canada.
 - d. To actively promote and assist in community work and charitable endeavors in the name of the Association as may be determined by the Board of Directors from time to time.
- Membership 4. Any person is a member of the Association who has attended St. Patrick's College High School (Echo Drive), St. Patrick's High School (Campanile), St. Patrick's Junior High School, St. Patrick's High School, and as well teachers, staff, and spouses of any of the above.
- In addition, any person who has attended St. Patrick's College but not the High School may become an associate member without voting rights.

January 2004

Annual Meeting 5. The annual meetings of members shall be held each year for the purpose of receiving any annual and other reports, for the transaction of other business and shall be in a place and time to be determined by the Board of Directors.

Special Meeting 6. A special meeting of the members shall be held at such time and place as the Board of Directors may determine, upon written request by twenty-five members of the Association delivered to the Secretary and such request shall set out the business proposed to be transacted at such special meeting. The Secretary of the Association shall upon receipt of such written request take steps for a special meeting to be held within twenty-one (21) days of the receipt of such request.

At any meeting of members, every member shall be entitled to one (1) vote, and no member may vote by proxy.

Quorum At any meeting or special meeting of the members, a quorum shall consist of six (6) members for the transaction of business.

A quorum at a meeting of the Board of Directors shall be fifty percent of the active members of the Board.

Rules of Order 7. The rules contained in Roberts Rules of Order shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these by-laws or any special rules.

Directors 8. The Association members at the annual meeting shall vote, each member being entitled to vote for up to three (3) candidates for the position of Director.

The Board of Directors is also empowered to elect new Directors to the Board from time to time.

There shall be a maximum number of twenty (20) Directors who may be elected by the members and in addition, one (1) further place will be reserved for a Director ex-officio being the immediate past President.

A member of the Board of Directors who is absent from three (3) consecutive meetings of the Board without cause shall be deemed to have resigned.

Reservation for
Youth and Senior
Directors

9. Regardless of the actual vote at an election for the position of Director, one place will be reserved for a candidate if any under the age of twenty-three (23) years as Director and likewise for at least one candidate over the age of sixty-five (65). If more than one youth or senior candidate shall run for the position of Director, then the youth and senior candidate receiving the highest number of votes shall be elected to the position of Director, any further youth or senior candidates shall be elected on the same basis as any other candidate for the position of Director, based upon the total number of votes received.

Executive
Committee

10. The Directors shall meet within one month of their election and vote from among themselves the following:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer

The President, Vice President, Secretary, and Treasurer shall be elected from among the members of the Directors and shall hold office for a term of two (2) years and shall be eligible for re-election for a period of up to two (2) consecutive terms.

The President shall exercise general supervision over all activities of the Association and shall be a member ex-officio of all committees. The President shall act as chair person of all annual and special meetings of members of the Association and shall preside at the meeting of the Board of Directors.

In order to hold office of the President, that person shall have served at least two (2) years as Director. However, this pre-requisite shall not apply to the President elected in 1991.

During the absence or inability of the President AND Vice President their duties and powers will be exercised by the Treasurer.

The Treasurer shall maintain the financial well being of the Association, including maintaining of accounts, writing cheques, collecting dues, issuing receipts and providing reports to the Board of Directors. In addition, the Treasurer shall file annual income tax returns and submit all official documentation as required by Federal and Provincial agencies.

The Secretary shall hold office for a term of two (2) years and shall maintain the records of the Association, the Constitution and minutes of all Association meetings.

Nothing herein shall prevent an officer from holding more than one position concurrently.

Remuneration

11. No member of the Board of Directors shall receive remuneration for acting as such.

Composition of
the Board of
Directors

12. The Board of Directors shall consist as follows:
- a. President
 - b. Past President
 - c. Vice President
 - d. Secretary
 - e. Treasurer
 - f. Chaplain
 - g. Current Principal of St. Patrick's High School or the Principal's designate.

As well there shall be up thirteen (13) additional Directors.

Newsletter

13. The official publication of the Association shall be called the Alumni Patrician and will be mailed to all members of the Association as the Board may direct from time to time.

Chaplain

14. The Chaplain shall sit on the Board of Directors and vote as a full member of the Board. First consideration should be given to the position being filled by an Oblate of Mary Immaculate in recognition of the central role played by the Oblates in establishing the school and their devotion in maintaining it.

Branches

15. Geographical groups of Alumni in Canada may form branches of the Association for any objects consistent with those of the Association subject to any by-laws that shall be set down in that regard. The Board may by resolution recognize and constitute branches and chapters of the Association.

By-Laws

16. The Board may make such by-laws as it deems necessary for the administration and government of the Association in accordance with the objects of the Association as set out herein.

All by-laws made by the Board are in effect until and are subject to ratification by members of the Association at the next annual or general meeting following the passing of the by-law by the Board.

The Board may from time to time amend and repeal any of the by-laws of the Association subject to ratification by the members at the next annual or special meeting following such amendment or repeal. Such amendment or repeal is not effective until ratified by the members at the annual or special meeting.

Resolutions

17. The Board shall make by resolution, decisions relating to the management of the affairs and business of the Association.

The members may at any annual or special meeting make by-laws concerning the administration, objects, and policies of the Association. Such by-laws and any by-laws made by the Board shall be ratified or rejected by a majority vote of the members in attendance at such annual or special meeting.

Constitution

18. The Constitution may be amended by two thirds (2/3) vote of the members of the Association in attendance at any annual or special meeting of the Association provided that the proposed amendments are sent out with the notice calling the said meeting of the members.

Amendments

19. The Board or any ten (10) members of the Association may propose an amendment to the Constitution. All such proposed amendments shall be delivered to the Secretary of the Association at least thirty (30) days prior to any meeting at which time the proposed amendment is to be voted upon.

Dissolution of the Association

20. Upon dissolution of the St. Pat's Alumni Association all the non restricted assets remaining after all the expenses of the Association are paid are to be transferred to the Principal of the St. Patrick's High School for the needs of the student body.

Restricted assets are to be transferred according to the wishes of the donor.

Specifically, the administration of the St. Peter's Oblate Bursary is to be legally transferred to OMI Lacombe Canada Province. If Lacombe Province does not exist at the time of the dissolution or is not tax exempt under the relevant revenue code, then the administration of the Bursary Fund is to pass to any successor Province or civil organization that is related to the Missionary Oblates of Mary Immaculate in Canada and who are also subject to the Constitutions and Rules of the Missionary Oblates of Mary Immaculate. If such a recipient does not exist, the administration of this restricted asset is to pass to the civil corporation of the Archdiocese of Ottawa. The distribution of Bursaries is to continue according to the wishes of the donor as long as the conditions outlined in the 2003 letter of establishment are fulfilled. If they cannot be fulfilled, the fund is to be liquidated and the assets transferred as per the instructions of the donor in the 2003 letter of establishment.

Signed this date: _____

Paul Ouellet, President

Roseann Luciani, Secretary

January 2004

BOARD OF DIRECTORS

Angelo Gavillucci, Vice President

Peter Poggione, Treasurer

Michael Heney, Past President

Fr. Tom Cassidy, OMI

Bill Paynter

Joe Mullally, Principal, St. Patrick's
High School

Marc Ouellet

Michael Chambers
