

THE BADAGAR WELFARE ASSOCIATION

Bye Laws of the Association

Bye Law 1 :

- a) The name of the Association shall be "THE BADAGAR WELFARE ASSOCIATION.
- b) The term Badagar includes all its sub-sects.
- c) The registered office of the Association shall be situated within the Corporation limits of Madras City and it shall now be located at "BELLIE MANAI", 305/6, Belly Area, Anna Nagar West, Chennai - 600 040.
- d) Business Hours : The business hours shall be from 10.00 A.M. to 6.00 P.M.
- e) Registration of the District within whose jurisdiction the Office of the Association is situated - Chennai Central District.
- f) The date of formation of the Association is 14.11.2010.

Bye Law 2 :

OBJECTIVES OF THE ASSOCIATION :

- a) To constitute the members of the Association into a Society under the Tamil Nadu Societies' Registration Act, 1975.
- b) To develop and promote the welfare of the Badagar Community in social, educational and cultural fields and to serve the community for its unity, integrity and economic development and to bring about better standard quality of life.
- c) To establish a library and reading room for the benefit of the members.
- d) To provide facilities to the members by way of recreation for indoor and outdoor games.
- e) To encourage and promote literary and histrionic talents among the members.
- f) To build, alter, enlarge, maintain and manage buildings to be used in connection with the objectives of the Association.

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- g) To accept any gift of property, movable or immovable, whither subject to any special trust or not, for any one or more of the objectives of the Association.
- h) To raise funds through donations, subscriptions and in such other manner which is deemed fit to the Association.
- i) To sell, manage, lease, mortgage, exchange, dispose or otherwise deal with all or any part of the property of the Association: to acquire by purchase or lease immovable property to carry out the objectives of the Association.
- j) To meet all expenses of or incidental to the formation and management of the Association out of the funds of the Association.
- k) To bring about closer contacts among members and their families living in different parts of the City of Chennai.
- l) To establish close links with the Badagars settled elsewhere in India and abroad.
- m) To provide scholarships and required assistance to students for higher education.
- n) To promote the academic or other talents among the members especially the students and youngsters by awarding prizes, medals or in such other manner as the Association deems fit.
- o) To achieve cent per cent literacy and to encourage and promote higher education especially among the womenfolk and to establish educational institutions at all levels including colleges in various disciplines such as engineering, law, medicine and management.
- p) To make provisions for the dependants of the deceased or to the disabled members of the Association.
- q) To raise and establish separate funds as and when necessary for the furtherance of the objectives of the Association.
- r) To federate with or affiliate itself to any other Association or Society having similar aims and objects.
- s) To publish an organ to disseminate news and views for carrying out the objectives of the Association.
- t) To invest funds of the Association of any Bank, Company or Government Securities.

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- u) To assist and co-operate with Government Agencies or Departments or Private Organisations in implementing all welfare schemes of the Government.
- v) To promote small family norm, health-education, hygiene and environmental protection.
- w) To eradicate addiction to alcoholism, drugs and smoking.
- x) To create awareness among the public about the epidemic, endemic diseases and dreaded viral diseases such as AIDS.
- y) Generally to do all such other acts and things as may seem to the Association to be necessary or incidental and conducive to carry out the objectives of the Association.

Bye Law 3 :

- a) Any person who has completed 18 years of age residing in Madras City or its suburbs who subscribes to the objectives of this Association and has paid the membership fee can become a member of the Association.
- b) The rights of refusing to admit any person as a member without assigning any reason is reserved for the Executive Committee.
- c) The Executive Committee may confer honorary membership to any person other than the members of the Association in recognition of their meritorious services to the society.
- d) A member shall pay an admission fee of Rs.500/- (Rupees Five Hundred only) and an annual subscription of Rs.500/- (Rupees Five Hundred only).
- e) All subscriptions are strictly payable in advance.
- f) Any member other than a Life Member failing to pay his subscription within the first six months from the beginning of the financial year shall be treated as defaulter and his voting right shall cease. In case such a defaulting member fails to pay his subscription within the later half of the financial year, a penalty of Rs.500/- shall be imposed in

Thiruvananthapuram

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addition to the arrear of subscription and if he fails to pay the penalty and arrear of subscription within fifteen days from the beginning of the next financial year, his name shall be formally removed from the roll of members by the Executive Committee under a Resolution after giving due notice to him in writing.

- g) The Executive Committee shall have the right to readmit the defaulting members on payment of arrears of subscription and the penalty if any to the Association.
- h) The Executive Committee, may, if it thinks fit, suspend any member from membership for a period not exceeding three months for any misconduct in his dealing with the Association.
- i) A repetition of misconduct will end in his removal, but he shall have a right to appeal to the General Body and if that Body dismisses his Appeal, then his name shall be removed from the roll.

Bye Law 4 :

- a) No member shall exercise any authority over any of the Office bearers or employees of the Association, but may lay before the Executive Committee, through the Secretary, reasonable complaints, if any, against all or any one of them.
- b) Members shall take care to observe decency and decorum within the premises of the Association.
- c) Any member who causes damage to or loses any article of the Association shall compensate the Association for the damage caused or make good the loss sustained by the Association within a fortnight from the date of his receiving a written notice from the Secretary to that effect and in default shall be liable to suspension from membership till proper compensation is furnished. If necessary, legal proceedings may also be taken against such defaulting member to recover the loss.

T. P. Mohan

Bye Law 5 :

THE EXECUTIVE COMMITTEE

- a) The Executive Committee shall be composed of the following :
1. President
 2. Vice-President
 3. Secretary
 4. Joint Secretary
 5. Treasurer
 6. Ten Committee Members.
- b) Out of the Ten Committee Members three shall be reserved for women members of the Association.
- c) The Executive Committee shall manage and conduct all affairs of the Association according to the direction of the General Body and shall be responsible to the General Body for all its activities during its tenure of Office.
- d) The orderly, smooth and efficient management of the Association shall vest with the Executive Committee.
- e) The Executive Committee shall be elected at the Annual General Body Meeting subject to clause (g) and (h) below and Bye Law 14 (h).
- f) The members of the Executive Committee shall hold office for two years from the date of Election.
- g) The President, Secretary and Treasurer shall not hold office for more than two terms.
- h) All or any of them can be removed from office at any time for the following reasons by the General Body by a simple majority of total number of members present, provided 15 days notice is given :
1. Inefficiency
 2. Proved Misbehaviour
 3. Violation of any of the provision contained herein.

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Bye Law 6 :

MEETING OF THE EXECUTIVE COMMITTEE

- a) The Executive Committee shall hold its Meeting atleast once a month and it is the duty of the Secretary to convene such Meetings. In special cases, any five members of the Executive Committee shall be competent to send in a requisition to the Secretary to convene a Meeting within a prescribed time, and the Secretary shall so convene the Meeting. For all Meetings of the Executive Committee, five days notice shall be given to the members thereof.
- b) All papers relating to the subjects of the Meeting shall be made available to the members of the Executive Committee at least 24 hour before the Meeting.
- c) At every monthly meeting, the Treasurer through Secretary, shall place on the table a statement of receipts and expenditures during the preceding month.
- d) In all such meetings of the Executive Committee, the minutes of the previous meeting shall be read and confirmed.
- e) The quorum of the Meeting of the Executive Committee shall be five.
- f) The President shall preside over the Meetings of the Executive Committee. In the absence of the President, the Vice-President shall preside. In the absence of both, the other members present shall chose any one among them to preside over the meeting of the Executive Committee.
- g) At the meetings of the Executive Committees, the decision of the majority shall prevail and where the votes are equal the President or the Chairperson shall have a casting vote.

Bye Law 7 :

DUTIES OF THE EXECUTIVE COMMITTEE

It shall be the duty of the Executive Committee :

- a) To meet atleast once in every month or often to examine and pass the accounts and deal with any matters pertaining to the Association.
- b) To dispose of the applications for membership.

R. K. Kulkarni

- c) To attend to any complaints and suggestions of the members.
- d) To keep proper books of accounts, prepare the annual budget and report for submission to the General Body.
- e) To verify at least once in a year the stock of books, furniture and other valuable articles and documents.
- f) To select books for the library and periodicals and news papers for the reading room and to select any sports goods and play materials for recreation of members.
- g) To attend to such other matters as shall be placed before it for its consideration.
- h) To convene General Body Meetings.
- i) The Secretary shall send the proceedings of every Executive Committee Meeting to all members of the Association without delay.

Bye Law 8 :

POWERS OF THE EXECUTIVE COMMITTEE

- a) The Executive Committee shall have power to admit members, accept resignations and remove the names of the members from the rolls.
- b) It shall have the power to write off in part or in full the arrears due from members by way of subscription in suitable cases.
- c) It shall have the power to appoint the requisite number of employees and may lay down norms to regulate the recruitment and the conditions of service of the employees. It shall also have the power to suspend or dismiss any employee in appropriate cases.
- d) All properties, movable and immovable including the funds of the Association shall vest in the Executive Committee and it shall have the power to spend money out of the same in connection with the affairs of the Association.
- e) It shall have the power to appoint any committee or committees for carrying out the objectives of the Association.
- f) It shall have the power to impose fine and penalties to any employee of the Association for dereliction of duty, insubordination or proved

H. K. Mohan

misconduct. It shall have power to waive or vary the same if it deems fit.

- g) Any vacancy arising among the Executive Committee members by resignation or otherwise shall be filled up by the Executive Committees by co-option and in the event of any post among the office bearers falling vacant, the Executive Committee shall fill the vacancy by selecting any one among its members by a resolution adopted for this purpose subject to by-laws 8 to 12.
- h) The Executive Committee shall have power to fix the quantum of funds to be earmarked for the purpose of making provision for a dependant of a deceased or disabled member and also to decide upon the dependant or disabled member as the case may be to be given financial assistance and to fix the amount to be given in each such case.
- i) The Executive Committee shall have power to authorize the Secretary and Treasurer to operate on the funds of the Association jointly.

Bye-Law 9 :

PRESIDENT

The President shall preside over the meetings of the Executive Committee, General Body and exercise general supervision over the management and administration of the affairs of the Association.

Bye-Law 10 :

VICE-PRESIDENT

In the absence of the President, the Vice President, by a resolution of the Executive Committee, shall exercise the powers and functions of the President. He shall assist the President in the proper discharge of his duties in all matters relating to the Association.

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Bye-Law 11 :

SECRETARY

- a) The Secretary shall be the Chief Executive Office of the Association and shall be responsible to the Executive Committee.
- b) He shall work generally under the instructions of the Executive Committee.
- c) He shall be in-charge of the furniture, books, records and other articles of the Association.
- d) He shall correspond on behalf of the Association and shall himself dispose of the routine correspondence, but shall place before the Executive Committee, all matters of importance.
- e) He shall issue notices of all meetings of the Association including the adjourned meetings and have them circulated to members at least five days prior to the day of the meeting in case of the Executive Committee, and twenty one days in the case of the General Body.
- f) He shall attend all meetings of the General Body and the Executive Committee and shall be responsible for the proper discharge and implementation of the directives and the resolutions of the Executive Committee.
- g) He shall have the power to keep with him an imprest cash upto Rs.500/- (Rupees Five Hundred only).
- h) He shall have the direct charge of the employees of the Association.
- i) He shall see that the rules and the Bye-Laws of the Association are enforced and shall bring to the notice of the Executive Committee any infringement of them.
- j) He shall be the person to sue or be sued on behalf of the Association.
- k) He shall furnish to the President such information relating to the affairs of the Association as the President may call for from time to time.
- l) The Secretary is the authorized officer to sign a copy of every special resolution passed by the General Body for any of the purposes mentioned in the Tamil Nadu Societies Registration Act,

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1975 and file the same with the Registrar within such period from the date of passing of such a resolution as provided in the rules under the aforesaid Act.

Bye-Law 12 :

JOINT SECRETARY

- a) The Joint Secretary shall assist the Secretary in the proper discharge of the duties of the Secretary in all matters relating to the Association.
- b) In the absence of the Secretary the Joint Secretary, by a resolution of the Executive Committee, shall perform the duties of the Secretary.

Bye-Law 13 :

TREASURER

- a) He shall keep, maintain and be responsible for the accounts of the Association.
- b) He shall be responsible for collection of subscription and other duties of the Association and shall bring to the notice of the Executive Committee the names of members in default.
- c) He shall keep an amount not exceeding Rs.300/- (Rupees Three hundred only) for incidental expenses.
- d) He shall deposit all collections in the Bank in which an account is opened in the name of the Association within three days.
- e) He shall furnish to the President such information relating to the accounts of the Association as the President may call for from time to time.

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Bye-Law 14:

MEETING OF THE GENERAL BODY

- a) The General Body shall consist of all the members of the Association and shall be the supreme authority in all matters connected with the Association and lay down programme and plan of action to be followed by the Association for the year and adopt the annual report and approve the accounts of the Association.
- b) Atleast one General Body meeting shall be held in every financial year. Notice shall be given to the members at least 21 days before the date fixed for the said meeting.
- c) There shall be extraordinary meetings of the General Body convened by the Executive Committee itself or at the request of atleast $\frac{1}{2}$ of the total number of members, within one month from the date of receipt of the said requisition.
- d) The President and in his absence the Vice-President shall preside over the meeting of the General Body. In the absence of both, the General Body shall elect a chair person from amongst the members present for this purpose. In such meetings, the decision of the majority shall prevail and where the votes are equal, the President or chair person shall have a casting vote.
- e) The quorum for General Body Meeting shall be $\frac{1}{4}$ of the number of members on the roll. If the quorum is not formed, the meeting shall stand adjourned to a date not later than 25 days from the date of the meeting. The quorum for an adjourned meeting shall be $\frac{1}{5}^{\text{th}}$ of the total number of members on the roll. Even at the 2nd adjourned meeting no quorum is formed, the members present can transact business.
- f) The General Body may appoint one chief patron and two patrons from amongst the senior members of the Madras Badagar Welfare Association.
- g) The General Body shall appoint a qualified Auditor for auditing the accounts of the Association and fix his remuneration.

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- h) The office bearers and seven out of the ten remaining members of the Executive Committee shall be elected by the General Body.
- i) The General Body shall co-opt three members to the Executive Committee.
- j) The General Body may, from time to time, make provisions with respect to all matters relating to or in connection with the election of twelve out of the fifteen members of the Executive Committee including the office-bearers.

Bye-Law 15 :

- a) The Association shall have a club. It shall be under the direct control of the Executive Committee of the Association.
- b) Membership : The members of the Association are eligible to be members of the club. The Association may also admit as members of the club those who are not members of the Association. Those who are admitted as members or temporary members of the club shall pay such subscriptions as prescribed by the Executive Committee of the Association.
- c) Temporary members of the club shall be those who are not permanent residents of this city or its suburb and who wish to remain as members for a period of 3 months or less.
- d) The club will provide for both indoor and outdoor games.
- e) No member of the club can play against the club in any tournament without previous sanction of the Secretary.
- f) Subject to clause (b) any member of the club who fails to pay his subscription for three consecutive months shall be liable to have his name removed from the membership of the club after due notice to him in writing and the names of such persons shall be formally removed from the membership of the club under a resolution of the Executive Committee.

Bye-Law 16 :

READING ROOM

- a) The reading room shall be open to members from 3 p.m. to 8 p.m. daily. Current periodicals and newspapers shall remain on the tables till the subsequent issues are received.

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- b) No member of the Association shall on any account remove any current periodical or newspapers from the reading room.
- c) The Secretary shall be responsible for the proper supply of periodicals or newspapers to the members at the table.

Bye-Law 17 :

LIBRARY

- a) The library shall be kept open to members from 5 p.m. to 8 p.m. daily.
- b) No member shall take with him more than one book at a time.
- c) The member will be entitled to have the book with him for 10 days from the date of issue.
- d) Any member failing to return the book within the prescribed time shall be called upon by the Secretary to return the same immediately and it shall be the duty of such members to do so forthwith.
- e) Every member taking out a book shall fill in the requisite particulars in the register maintained for such purpose and affix his signature thereto. At the time of the return of the book he shall enter in the register the day of the return and affix his signature. Entries made by the members at the time of issue of and return of books shall be initialed by the Secretary or under his instructions by the Librarian or person in charge for the time being in token of verification by him.
- f) Members taking out books from the library shall be responsible for their return in good condition. If a book is lost or if it is spoiled or torn or damaged, when it is returned by the member who took it, the Executive Committee shall on the report of the Secretary decide as to how best the loss or damage caused should be made good by such manner.
- g) The members are strictly prohibited from presenting library books to one another or to non-members.
- h) members shall observe complete silence in the library.

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Bye-Law 18 :

DISCIPLINE

- a) In order to conduct the proceedings of the Association smoothly, harmoniously and in the best interests of the Association, the President shall have the powers to maintain discipline and order in the meeting.
- b) The members must obey the orders of the President in such meetings and if any one dis-obey such orders the President shall have the power to send him out.

Bye-Law 19 :

FINANCIAL YEAR

Financial year of the Association means the period of 12 months ending with the 31st of March every year.

Bye-Law 20 :

ELECTION

- a) Subject to Bye-Law 14 (h) the members of the Executive Committee shall be elected by the General Body. They shall be elected by secret ballot in the event of contest.
- b) The elections shall be conducted by the Returning Officer to be appointed by the Executive Committee.
- c) The Returning Officer's duty is to conduct free and fair elections under a time frame work provided by the General Body under Bye-Law or, in the absence of such a provision, under a time frame work as scheduled by him.

EXTRA ORDINARY GENERAL BODY MEETING :

An Extra Ordinary General Body Meeting of the Society may be convened by the President for any specific purpose or on the written requisition of the Executive Committee by atleast 1/3 of the members of the Society. Notice and quorum will be same to that of General Body Meeting.

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ADJOURNMENT OF MEETING :

If required quorum is not present at the appointed hour the meeting will be adjourned to the next half an hour. No quorum is required for the adjourned requisitioned meetings.

SPECIAL RESOLUTION :

1. Special resolution is a resolution passed by a majority of not less than $3/4^{\text{th}}$ of the members of the Association.
2. To amend the bye-laws of the Association.
3. To amend the objects of the Memorandum of Association.
4. To change the name of the Association.
5. To dissolve the Association.

DISSOLUTION :

The Society shall not be dissolve unless its dissolution is decided upon through a resolution passed at the Extra Ordinary General Body Meeting by a majority of $3/4$ of the members present at the meeting.

EXHIBITION OF REGISTERS

The Members Register, Books of Accounts, and Minutes Book shall be kept by the Registered Office of the Society, for Exhibition to the members of the Society during business hours at free of charge.

The Association may by a special resolution as provided for in the Tamil Nadu Societies Registration Act, 1975, amend the provisions of the Memorandum and Bye-laws. For all things not specifically provided for in these bye-laws, the provisions of the Tamil Nadu Societies Registration Act, 1975 will apply.

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