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Regulations
Regulations of the "Cyprus Association of Secondary Schoolmasters."

Establishment.

Article 1. An association of secondary school-masters is established in Cyprus. The name of the association is "Cyprus Association of Secondary School-masters."

Aims of the Association

2. The aims and objects for which the Association is established are to ~~promote~~ ^{promote} by (legal means and through ^{fit and proper acts}) the ~~the~~ proper channels:)

(a) The improvement ~~of~~ and the development of the Greek Community Secondary Schools of Cyprus, and to raise the general standard of the same.

(b) The amelioration and exaltation in all respects of the position of the Secondary School-master in the community.

3.

Membership Constitution

3. (a) All masters teaching in Cyprus secondary schools ~~are~~ ^{shall be} eligible for membership provided that they apply in writing to the Secretary of the Association for membership, with a statement setting out ~~his~~ ^{their} qualifications.

(b) The Executive Council reserve the right, in ~~under~~ all cases, to ask for the submission of all relevant certificates, testimonials etc.

- (c). all persons directing or in charge of private schools, all persons working on their own account, and all persons participating in such private enterprises, shall ^{not} be ~~excluded~~ ^{eligible} for membership.
- 4). For the purposes of this association, those who satisfy one or more of the following conditions, shall be considered "Secondary-School-masters."
- (a) Such persons as possess a university degree or a degree of any other Educational Institution of ^{university} equal standing.
- (b) Such persons as possess^a special certificate or certificates or diplomas which are considered satisfactory by the Executive Council, after a report submitted ^{to it} by a special committee, which shall be set up with this view, and which committee shall consist of qualified masters of the relevant branch or faculty.
- (c). ~~For~~ Such persons who have neither a university or not equivalent diplomas as required in sub-sections 'a' and 'b' of this article, but who shall have completed five years of service in Greek-Orthodox Community Secondary Schools by the end of the school session 1938-1939.

Rights and obligations of members.

A Rights

5. (a) All members of the Association shall have the right to ~~elect~~ vote in elections or to be elected to ^{one} any of the offices of the Association, provided they ~~are~~ have paid up their subscription fee.
- (b). All members, ^{shall} have the right, after having asked the President for permission, to bring up ^{and set out,} ~~any~~ ^{any} matter under A.O.B. on the Agenda, any question in keeping with the aims of the Association.
- (c). All members shall be entitled to inspect the register of names and addresses of ~~the~~ members of the ~~Association~~ Association, and all or any of the books of account whatsoever of the Association.

B. Obligations.

6. Members ~~are~~ ^{shall}

- (a) ^{shall} Conform with the provisions of the Regulations, with the resolutions of the general meetings and of the Executive Council,
- (b) shall abstain from any act not in keeping with the aims and interests of the Association.
- (c). Shall make the specified ^{subscription} ~~contributions~~ to the Association.

Funds and Use of Funds.

7. Sources of Income are
 - (a) Members' subscriptions
 - (b) Other contributions or donations.
8. The annual subscription shall be ten (10) shillings, payable in two equal instalments, the first instalment being due in January, and the second ~~starting~~ ⁱⁿ June.
9. New members ~~enrolled~~ shall pay the whole of the annual subscription ~~for~~ on enrolment.
10. The purposes for which the funds of the union shall be applied are:-
 - (a) The purchase of educational books, magazines, etc.
 - (b) Assistance, on application to the Executive Council for same, to members when unmeritedly out of work or in distressed circumstances.
 - (c) ~~Payment of~~ For general expenses e.g. writing material, postage, printing, and travelling expenses of the Executive Council.

Administration.

11. (a) The affairs of the Association shall be administered by a Committee called hereinafter the Executive Council (E.C.).
- (b) The E.C. shall consist of seven members elected at the General Meeting.

12. The E.C. shall be ~~is~~ elected by secret ballot at the Christmas General Meeting in the following manner.
- (a) The Secretary shall ~~draw up~~ ^{compile} a list, from the ^{association} ~~register~~ account book, of the names of members who shall have fulfilled their monetary obligations to the Association. (b) The President, then, calls up each member in turn from the list to record his vote. (c) The ~~existing~~ ^{retiring} E.C. shall be responsible for all matters concerning the proper carrying out of the election and the counting of the votes: (d) then the President shall announce the names of the successful candidates

13. Immediately after the election of the E.C. The General Meeting shall elect by secret ballot, from among the members of the E.C. ^{as provided for in article 14,} elect, the President and Vice-President of the Association. ~~¶~~ On the same day, the ~~new~~ newly-elected President shall call together the members of the E.C. to elect a Secretary and a Treasurer. ^{In the event of the President being unable to do so,} Then the Vice-President shall ~~be responsible to~~ ^{carry out this duty.}

14. The E.C. shall remain in office for one year.

15. The E.C. shall meet whenever the President thinks fit. The President shall send each member written notice five days before the date fixed for the meeting.

In extraordinary cases the President may convene a meeting of the E. C. in the manner he thinks most suitable and convenient.

11. The E. C. shall be elected by secret ballot at the distance General Meeting in the following manner: The Secretary shall draw up a list, from the register account book, of the names of members who shall have fulfilled their monetary obligations to the Association. The President, then, calls up each member in turn from the list to record his vote. The E. C. shall be responsible for all matters concerning the proper carrying out of the election and the counting of the votes. After the President shall announce the names of the successful candidates.

12. Immediately after the election of the E. C. the General Meeting shall elect by secret ballot, from among the members of the E. C. elect, the President and Vice-President of the Association. On the same day, the new President and Vice-President shall call together the members of the E. C. to elect a Secretary and a Treasurer. The Vice-President shall be elected for one year. The E. C. shall remain in office for one year. The E. C. shall meet whenever the President thinks fit. The President shall send each member written notice five days before the date fixed for the meeting.

In extraordinary cases the

16. a quorum of the E.C. shall be secured when four at least of its members are present.

Decisions ~~are~~ ^{shall be} valid on securing a majority vote.

In case of equality of votes at any meeting of the E.C. the President shall have a casting vote.

Duties and Work.

A. The President.

17. (a) The President shall convene meetings of the E.C. as set down in article 15.

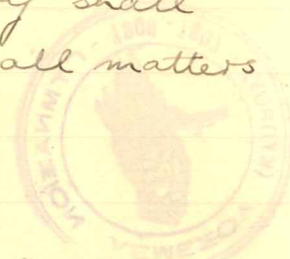
(b) The President shall convene a meeting of the E.C. when requested to do so in writing by at least 3 of the members of the E.C.

(c) ~~He~~ ^{The President} shall take the chair at meetings of the E.C. ~~or~~ and at General Meetings, and he shall direct the work of same.

(d) The President shall sign together with the Secretary all out-going correspondence, notices etc.

(e) The President shall authorize payments not exceeding £1. For amounts over £1 he shall seek the authorization of the E.C.

(f) The President and the Secretary shall represent the Association in all matters concerning it.



18. (a) If the President neglect his duties or transgress his rights, and if this be reported in writing to the Vice-President, by at least three of the members of the E.C., or by at least one-third of the members of the Association, then the Vice-President shall convene a meeting of the E.C., and if, after the defence of the President has been heard, the E.C. find the charge well-founded and proved, then the E.C. shall request the President to tender his resignation.

(b) If the President refuse to comply with the decision of the E.C., then the Vice-President shall convene an ~~extra~~ Extraordinary General Meeting for this express ~~purpose~~ matter within 15 days at the next.

The General Body shall then put the matter in the hands of a special committee of five members, which shall give the final decision upon the question.

B. The Secretary.

19. ^{The Secretary} a) shall draw up and keep:-
- i) The minutes ^{of proceedings} ~~of the E.C.~~ at meetings of the E.C. and at General Meetings.
 - ii) Records of all transactions carried on by same.
 - iii) The register of names and addresses of members
- ^{The Secretary} (b) shall undertake all the correspondence of the Association.
- (c) The Secretary shall sign together with the President all letters, notices, documents etc. issued.

^{The}
C. 1 Treasurer

20. ^J ~~The~~ Treasurer^(a) shall collect all revenue or income,
(b) ~~The Treasurer~~ shall issue receipts for all moneys received,
(c) ~~the~~ shall keep the account books,
(d) shall be personally responsible for all money received by him,
(e) shall make no payment unless authorized by the President,
(f) shall not keep petty cash exceeding £2, but shall deposit surplus in one of the by-pass banks,
(g) shall withdraw money ~~from the bank~~ only on presentation at the bank of an order signed by himself and the President.

D. The Executive Council.

21. Any member absenting himself from two meetings of the E. C., without good reason, shall be deprived of his office, and his place shall be taken by the first on the list of unsuccessful candidates at the previous elections.

~~In the same manner~~ Any vacancy in the E. C. shall be filled in the same manner.

In the event, however, of two candidates having received ~~the~~ an equal number of votes, then the choice is made between ~~the~~ two by lot.

22. If four or more members of the E.C. tender their resignation, then the whole of the E.C. shall resign, after first convening a General Meeting to elect officers as provided for in article 21.
23. (a) Travelling Expenses incurred by members of the E.C. for the purpose of attending meetings of the E.C., shall be met from the funds of the association.
- ~~23~~(b) The E.C. shall have the right to spend for the ~~the~~ needs of the association, such amounts as they deem expedient, not exceeding the balance of funds in hand.
- (c) Under no circumstances ~~has~~ ^{shall} the E.C. ^{have} the power to contract a loan, except after authorization ~~by the~~ from ^a General Meeting ~~is~~ expressly convened for this purpose.

24. General Meetings.

24. (a) General Meetings of the General Body ~~are~~ shall be
- (i) Ordinary and (ii) Extraordinary
- (b) Ordinary ^{General} Meetings ~~are~~ shall be held twice a year; one during the Christmas vacation and the other during the Easter vacation.
- (c) An Extraordinary General Meeting may be convened by the President when requested to do so by

at least $\frac{1}{2}$ ^{members} of the E.C., or by the application made and signed by ~~at~~ one third of the members of the Association, addressed to the President.

(d). At least 10 days' notice shall be given in the Press of general meetings and of the agenda.

25. a) at the ^{Christmas} General Meeting

i) The President shall give an account of the work of his year of office

ii) The report of the auditors shall be ~~presented~~ presented.

iii) ^{Officers for the following year} ~~Election of officers shall~~ shall be elected.

(b). at the second ordinary General Meeting purely educational subjects shall be discussed and the meeting shall take the form of an Educational Body.

26. (a) A quorum ~~is~~ ^{shall be} secured at General Meetings when at least half the members of the Association are present.

(b). Resolutions ~~are~~ ^{shall be} arrived at on a majority vote.

27. In ~~case~~ the event of there being no quorum at a General Meeting then those members present shall form a quorum, irrespective of numbers, three hours after the time announced for the General meeting.

auditing of accounts.

28. (a). The account books of the association shall be audited by a committee of two members, other than the members of the E.C., elected ~~by~~ ^{at} the Christmas General Meeting.
- (b) The auditors shall ~~draw~~ audit the accounts and draw up a Balance Sheet which they shall present to the General Body at the Christmas General Meeting.
- (c). The auditors shall examine, also, all financial proceedings recorded in the minute books, and also all the property in general of the Association.

General Regulations.

29. The office of the Association shall be situated at Limassol, at the office of the Headmaster of Limassol Gymnasium.
30. The seal of the Association shall be circular in shape bearing an owl and the inscription "Cyprus Association of Secondary School Masters, 1939."
31. (a) This Association shall be dissolved when the membership falls below 20 members.
- (b). Its property and funds shall be devoted to

educational purposes by the E.C.

(c). The seal shall be destroyed in the presence of the remaining members.

32. The E.C. shall decide upon any question not provided for in these regulations, except in the event that ^{any} such ^{question} ~~matters~~ contravenes the spirit of these regulations, in which case the General Body shall express its opinion.

33. ~~A copy of the Regulations of the Association~~
The present ^{Regulations} ~~constitution~~ of the Association can be modified in part or ^{as a} whole at the Christmas General Meeting.

34. A copy of the Regulations of the Association shall be sent gratis to each member of the Association, or shall be sold to ~~any~~ non-members on demand at a price of 3c.p.