

(2) If she cease to be a Fellow or Member of the College.

(3) If, by notice in writing to the Secretary, she resign her office or membership of the Council.

(4) If she prove unable to attend in any six months less than two-thirds of the meetings of the Council to which she is duly summoned.

No member of the Council shall, during her term of office be eligible to be an Examiner, Inspector, or hold any other Office, the appointment to which is made by the Council.

Meetings of the Council.

An Agenda Paper shall be issued by the Secretary to the Officers and Members of Council seven clear days before the date for which a Council Meeting is summoned, and the Agenda Paper shall give information of all business which shall be considered by the meeting. At any meeting of the Council the necessary quorum shall be seven. At any meeting of a Standing Committee the necessary quorum shall be three.

Minutes.

The Minutes of each Meeting of the Council or of any of its Committees, shall contain the names of all the members of the Council, or of the Committee, present at such meeting of the Council or Committee, and of all Resolutions passed by a majority at such meeting, and specially of all recommendations for the expenditure of funds or for the investment of capital.

The Seal.

The Seal of the College shall be kept in the custody of the Secretary, in the Safe of the Council.

The Seal shall only be used to be affixed to Documents, Diplomas, or such other instruments as the Council shall from time to time direct, by a definite Resolution to be passed by a majority of the Council present, and such Resolution shall define the persons or person who shall countersign the document in question.

Examinations.

Such Examinations shall be instituted and held by the College as may from time to time be found advisable. All details regarding such Examinations shall be referred to the Examinations Committee of the Council for consideration and report.

Every candidate for Examination shall pay such fees as the Council may from time to time decide.

Audit.

At each Annual Meeting the Fellows and Members present shall appoint an Auditor or Auditors to hold office for the ensuing year, and to check the accounts of the College and compile them in the form of an Income and Expenditure Account, and a Balance Sheet for the year ending June 30th. The Auditor or Auditors shall be Fellows of the Society of Chartered Accountants, unless the Council shall decide otherwise. All moneys invested on behalf of the College shall be made in the names of one or more of the Trustees; and shall be made on the recommendation of the Stockbrokers of the College, in such Government or Colonial securities, or on or in freehold, copyhold, or leasehold property, as the Trustees and Treasurer may advise, and the Council may from time to time think proper.

Notices.

All notices shall be signed by the Secretary in writing or in print at the end of such notice.

Pensions.

1. In the year 1927, and in each subsequent year, the Council shall set aside, and cause to be invested in approved securities, the sum of £2,000 to form the Capital of the College Pension Fund. The interest each year derived from such investments shall be reinvested until the year 1935.

2. In the year 1935, and in each subsequent year, one pension of £52 per annum shall be awarded each year to a Fellow, and one pension of £26 a year shall be awarded at the same time to a Member of the College. In each case, the Pensions shall be awarded for life, unless some special circumstance shall arise, in which case, the Council shall be empowered to cease to pay the Pension. Such circumstances, for example, shall be that the Pensioner has become of unsound mind and become resident in some mental hospital; or that the Pensioner has married, or has received some financial provision which obviates the necessity of her receiving the assistance of a College Pension.

3. In, or at any time after, the month of January, 1935, any Fellow or Member of the College may apply to the Council to be accepted as a Candidate for a College Pension. Such application shall state:

- (a) the full name and address of the applicant;
- (b) that she has subscribed as a Fellow or Member to the College for at least ten years;
- (c) that her entire income is derived from such and such sources, and does not exceed the total amount of £78 a year;
- (d) that her friends and relations are unable to provide her with a livelihood;
- (e) that she has attempted in such and such a manner to provide for her old age, or disablement by sickness, during her working years;
- (f) that she is unable by reason of age or illness to continue to work or to support herself;
- (g) that a medical practitioner and two old personal friends, who should preferably be registered Nurses, whose names and addresses must be given, are willing to testify to the accuracy of her statements.

4. On the receipt of such an Application, the Secretary shall write to the references given, and on receiving their replies shall bring the matter before the Finance Committee at its next meeting, and if that Committee approves of the Application it shall be brought before the next meeting of the Council. If the Council then accepts the Application, it shall be placed on the List of Approved Applications for College Pensions.

Election of Councillors.

In the month of June in each year a Ballot paper for the election of Fellows or Members as Councillors, to fill the vacancies respectively created by the retirement of Fellows or Members, shall be published in the Official Journal of the College, or otherwise sent by post to every Fellow or Member of the College.

Every Fellow desirous to become a candidate for election to the Council must be nominated for that

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