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CONSTITUTION OF THE RAND NURSES' PROFESSIONAL CLUB

- 1) NAME: The name of the organisation shall be the Rand Nurses' Professional Club (RNPC).
- 2) OBJECTS: The objects of the RNPC shall be -
 - (a) To maintain the status of Nursing in South Africa.
 - (b) To fight for the improvement of Nursing in South Africa.
 - (c) To hold regular professional meetings of nurses, and to keep its members informed of recent developments in the theory and practice of nursing.
 - (d) To provide a common meeting ground for all nurses, irrespective of race.
 - (e) To further the interests of nurses in any other way possible.
- 3) MEMBERSHIP:
 - (a) Membership of the RNPC shall be open to all nurses domiciled or working in the Witwatersrand area.
 - (b) Full membership of the RNPC shall be open only to registered nurses, midwives and male nurses.
 - (c) Associate membership shall be open to student nurses and midwives, non-registered nurses and midwives, and nursing orderlies.
- 4) SUBSCRIPTION:
 - (a) An annual subscription shall be payable by members, the amounts to be determined from time to time by a General Meeting.
 - (b) Different subscriptions may be prescribed for Full Members, student nurses and midwives, non-registered nurses and midwives, and nursing orderlies.
- 5) COMMITTEE
 - (a) At the annual general meeting a committee shall be elected to consist of 25 members, representing as far as possible all the hospitals and clinics in the Witwatersrand area.
 - (b) The Committee shall carry out the instructions of General Meetings, and shall decide in detail how the general policies approved of by General Meetings shall be carried out.
 - (c) Meetings of the Committee shall be held as often as necessary and at least twice a month.
 - (d) 13 members of the Committee shall constitute a quorum. If a quorum is not present, the meeting shall not proceed, but be adjourned for a period of not less than 48 hours and not more than 7 days. Those members present at the adjourned meeting shall constitute a quorum.
 - (e) If a committee member fails to attend 3 consecutive meetings without prior apology, the member shall be called upon to submit a written explanation of such non-attendance to the next committee meeting. Unless such explanation is accepted by the meeting, the member shall be deemed to have resigned.
 - (f) The committee shall have the power of co-option.
 - (g) Non-members of the committee may attend committee meetings on invitation of the committee or Executive, but shall not vote.
 - (h) By-elections: On the resignation of a committee member, the vacancy shall be notified to members, and a by-election held at the next General Meeting.
 - (i) Minutes: These shall include motions and resolutions, and any matter specifically requested by members, but shall not include discussion unless otherwise decided by a meeting.
 - (j) Meetings of the committee shall be conducted in accordance with a set of standing orders adopted by the committee.

- (k) The first meeting of each new committee shall be called by the chairman of the previous year, or by a person appointed by the annual general meeting.

6) EXECUTIVE

- (a) At the first meeting of each new committee an executive shall be elected to consist of -
 - (i) A chairman.
 - (ii) A vice chairman.
 - (iii) A minutes secretary.
 - (iv) A correspondence secretary.
 - (v) A treasurer.
- (b) The Executive shall carry out the instructions of General Meetings and Committee Meetings, and shall be empowered to deal with any urgent matters in accordance with the general policy of the RNPC.
- (c) 3 members of the Executive shall constitute a quorum.
- (d) Non-members of the executive may attend executive meetings on invitation by the Executive, but shall not vote.
- (e) Meetings of the Executive shall be held as often as necessary, and at least 4 times each month.
- (f) If an executive member fails to attend 2 consecutive executive meetings without prior apology, the member shall be called upon to submit a written explanation of such non-attendance to the next Committee Meeting. Unless such explanation is accepted by the meeting, the member shall be deemed to have resigned from the Executive.
- (g) On the resignation of a member from the Executive, the vacancy shall be filled as soon as possible by the Committee.

7) GENERAL MEETINGS

- (a) Regular meetings of the RNPC shall be held, as far as possible during the last week of every month. At these meetings a report from the Executive shall be read.
- (b) That a regular meeting held in August of each year shall be called the Annual General Meeting. At this meeting the Committee for the following year shall be elected, and the outgoing Committee shall report on all activities of the previous year, including a full financial statement.
- (c) Meetings of a specialized professional or technical nature, which non-members may be invited to address, shall be held at least once every 3 months, and where convenient may coincide with a regular monthly meeting.
- (d) Special meetings to discuss any specified urgent matter may be called by the Executive at any time, provided that adequate notice of such meeting is given to members. Such a meeting shall be called by the Executive if requested to do so in writing by at least 10 members of the RNPC.
- (e) Adequate notice of all General Meetings shall be given by the Executive to members.
- (f) Procedure at General Meetings:
 - (i) 25 Full Members shall constitute a quorum. In the absence of a quorum the meeting may proceed, but no motions may be voted on.
 - (ii) The chairman shall preside at meetings. In the absence of the chairman the vice chairman shall preside, and in the absence of both the meeting shall elect a temporary chairman.

- (iii) Apart from motions arising directly from the executive report, notice of motions must reach the executive at least 7 days before a meeting, and be given in the notice convening the meeting. All motions shall be in writing.
- (iv) Voting: Only full members shall vote. Unless otherwise decided by the meeting, voting shall be by show of hands. All motions shall be passed by a simple majority of those voting, except financial motions, which shall require a 2/3 majority. (For change of constitution see below).
- (v) The meeting may permit the attendance of non-members.
- (vi) In addition to the above provisions, the meeting shall be conducted according to a set of standing orders adopted by the RNPC.

8) CHANGE OF CONSTITUTION

- (a) Notice of any proposed change of this constitution shall be made at least 7 days before the meeting at which change is to be discussed, and shall be notified to members by the Executive.
- (b) A 2/3 majority of those present and voting shall be necessary to effect a change in constitution.

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FEDERATION OF SOUTH AFRICAN WOMEN 1954-1963

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