

RS

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Box 58

Item no 10

11, 21, 1

A meeting of the Federal Council for African Adult Education will be held in the small hall of Darragh House on Friday, 16th February, at 7.30 p.m.

As the enclosed draft constitution will be considered, you are earnestly requested to attend, or to send your representatives.

Agenda:-

1. Minutes of meeting held in Darragh House on 11th November, 1944.
2. Report of temporary executive committee.
3. Adoption of constitution.
4. Election of office-bearers.
5. General.

N. Lester.

56 Geraldine Court,
Quartz Street.

Telephone: 44-3111

Received	31 JAN 1945
For Attention	GW
Recorded	
Acknowledged	
Answered	

— Mr Whyte also received a notice

D R A F T C O N S T I T U T I O N
FOR
FEDERAL COUNCIL FOR NON-EUROPEAN ADULT EDUCATION, *with area*

1. NAME OF ORGANISATION:-

The name of the organisation shall be The Federal Council for Non-European Adult Education, referred to hereunder as The Council.

2. AIMS OF THE COUNCIL:-

The aims of the Council shall be:-

- (a) To co-ordinate existing activities and to stimulate further effort in the field of adult education for Non-Europeans, more especially by establishing and assisting night schools and classes.
- (b) To help make Non-Europeans literate, and to give instruction in other basic subjects.
- (c) To provide other suitable forms of adult education.
- (d) To inform public opinion about the need for Non-European education.
- (e) To encourage and to carry out research into the methods of adult education.
- (f) To co-operate with other organisations interested in similar welfare work.

3. MEMBERSHIP:-

Membership of the Council shall be open to:-

- (a) Night Schools Organisations recognised by the Council.
- (b) Other bodies engaged or interested in the field of Non-European welfare.
- (c) Individuals subscribing not less than 10/- per annum.

4. AFFILIATION:-

The Executive Committee shall have the power to recognise Night Schools Organisations, to accept affiliation from bodies indicated under 3 (b) and from individuals under 3 (c) above, provided that in the event of any application being rejected, the matter shall be reported to the Council for review.

5. SUBSCRIPTION:-

- (a) Every Night Schools Organisation whose application falls under 3 (a) above, and is accepted, shall be required to pay a subscription of one guinea per annum.
- (b) Every other body falling under 3 (b) above whose application is accepted will pay a subscription of one guinea per annum.

6. COMPOSITION OF COUNCIL:-

The Council shall consist of:-

- (a) One representative per 50 pupils (or part thereof), with a maximum of three representatives, from organisations recognised under 3 (a).
(Note:- Number of pupils to be calculated on average attendance)
- (b) One representative from each organisation recognised under 3 (b).
- (c) One representative per 25 individuals joining under 3 (c).

7. EXECUTIVE COMMITTEE:-

- (a) The Council shall elect an honorary president, and honorary vice-presidents as it may desire.
- (b) At the annual general meeting the Council shall elect a Chairman, Secretary, and Treasurer, and not more than 8 additional Executive Committee Members.
- (c) The Executive Committee shall have the power to co-opt not more than 4 additional members during its year of office.

8. QUORUMS:-

- (a) The Quorum of the Council shall be one third of the membership plus one.
- (b) The Quorum of the Executive Committee shall be one third of the membership plus one.
- (c) In the event of insufficient members being present at a meeting, the meeting will be postponed and a special meeting must be called within 7 days.
- (d) In the event of this special meeting having insufficient members present to form a quorum, the members present shall constitute a quorum.

9. POWERS OF EXECUTIVE COMMITTEE:-

- (a) The management of the affairs of finance shall be vested in the Executive Committee.
- (b) The Executive Committee shall have the power to appoint and dismiss such employees as it may deem necessary.
- (c) The Executive Committee shall carry on the work of the Council subject to the authority of the annual general meeting or special general meeting of the Council.

10. MEETINGS:-

- (a) Annual General Meetings:
The Council shall hold an annual general meeting not later than March each year for the purpose of:-
 - (1) Electing office bearers and members of Executive Committee for the ensuing year.
 - (2) Receiving the Annual Report of the Council.
 - (3) Receiving the duly audited Financial Statement and Balance Sheet of the Council.
 - (4) Transacting any other business.
- (b) Special General Meetings:
The Chairman shall call a special general meeting of the Council upon receiving a requisition therefor signed by not less than 6 members of the Council. Such a special general meeting must be called within 14 days of the receipt of the requisition unless otherwise stated in the requisition.
- (c) Ordinary General Meetings:
Shall be held at least twice per year.
- (d) Executive Committee Meetings:
Shall be held at least once per quarter.

11. NOTICES OF MEETINGS:

- (a) The Secretary shall send out notices of a meeting two weeks prior to such meeting.
- (b) The Secretary shall send out notices of the Annual General Meeting one month prior to the meeting.

12. RESOLUTIONS FOR ANNUAL GENERAL MEETING AND AMENDMENTS TO THE CONSTITUTION:-

These must be submitted to the Secretary in writing at least six weeks prior to the Annual General Meeting, and copies of such resolutions, and /or amendments to the constitution, must be forwarded to members of the Council one month prior to the Annual General Meeting.

13. DISSOLUTION OF COUNCIL:-

- (a) The Council may be liquidated or wound up by a resolution of not less than two-thirds of members present at a special meeting called for this purpose by the Council, after notice of not less than a month, provided that at that meeting not less than two-thirds of the total number of members are present.
- (b) In the event of the Council being dissolved any surplus of funds that it may possess, after the satisfaction of its debts; shall be handed to the S.A. Institute of Race Relations to be used by it for purposes of Non-European education, or as it may otherwise deem fit.

D. ZWARENSTEIN } ACTING
N. LESTER } SECRETARIES.

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