

THE MADRAS SOCIETY OF
THE IMMACULATE CONCEPTION
AT
LITTLE MOUNT, MADRAS - 15. 171 / 1975



Memorandum of Association
&
Rules and Regulations

APRIL - 1984

Dr. Antoniamma
THE MADRAS SOCIETY OF THE
IMMACULATE CONCEPTION
S. No: 171 / 1975
I.C CONVENT
LITTLE MOUNT,
SAIDAPET, CHENNAI - 600 015

**GOVERNMENT OF TAMIL NADU
CERTIFICATE OF REGISTRATION OF
SOCIETIES**

ACT XXI OF 1860

S. No. 171 of 1975

I hereby certify that The Madras Society of the Immaculate Conception, has this day been registered under the Societies Registration Act XXI of 1860.

Given under my hand at MADRAS SOUTH, this 10th day of November one thousand nine hundred and seventy five.

Sd., x x x

REGISTRAR OF ASSURANCES,
MADRAS (SOUTH) DISTRICT.

M. JOSEPH B. Sc., B. L.,
ADVOCATE,
'JESSIE BAVANAM'
100 - A, SOUTH VELI ST.
MADURAI - 1

(Sd) x x x

Public Relations Officer,
Telephones, Madras - 600 001.

/ True Copy /

Sr. Antoniamma
**THE MADRAS SOCIETY OF THE
IMMACULATE CONCEPTION**
S. No: 171 / 1975
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LITTLE MOUNT,
SAIDAPET, CHENNAI - 600 015.

The Memorandum of Association of The Madras Society of the Immaculate Conception

S. No. 171 of 1975



NAME :

1. The name of the Society shall be "The Madras Society of the Immaculate Conception" hereinafter referred to as "The Society".

OFFICE :

2. The Principal office of the Society shall be in I. C. Convent, Little Mount, Saidapet, Madras 600 015

OBJECT :

3. The objects for which the Society is established are :
 - (a) The promotion of education and of academical, cultural, technical and religious knowledge;
 - (b) The medical and economical relief, the welfare and the Social and cultural uplift of the people;
 - (c) The establishment, maintenance and administration of Institutions necessary for the aforesaid purposes, such as
 - (i) Educational Institutions of all categories and types for imparting academical, cultural and technical and religious knowledge in any branch and at any stage
 - (ii) Medical Institutions, such as Hospitals, dispensaries, clinics, maternity homes, welfare centres, leprosoria, sanatoria, etc..

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- (iii) Welfare institutions, such as work-rooms and homes for the poor, the sick, the disabled, the aged, the abandoned especially women and children.
 - (iv) Hostels for students and working girls and women creches, social or community centres;
 - (v) Chapels, churches, oratories, Dhyana Ashrams and any other similar or other institutions intended for the practice of religion.
 - (vi) And in general, any type of institution which may be found to be necessary or useful or expedient for the attainment of any of the purposes of the society.
3. For the purpose of carrying out and effecting all or any of the objects aforesaid, the Society in its absolute discretion is empowered.

- (i) To take over the St. Antony's Nursery School, Velachery, Madras - 42, St. Joseph's Dispensary, Velachery, Social Service Centre, Little Mount Madras - 15 now vested in the 28th Society of the Immaculate Conception Education Society - a Society registered under the Societies Registration Act of 1860 on 13 - 8 - 1973 Registration No. 5.79 of 1973 having its registered office at Madurai - 9 together with all subsisting rights and subjects to all extent liabilities. This 28th Society was originally a wing of the Society of the Immaculate Conception Education Society - a Society registered under the Societies Registration Act of 1860 on 10.7.56 - registration No. 19 of 1956 having its registered office at Madurai. 9.

St. Antonia
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1860 on 10.7.1956 Registration No. 19 of 1956 having its registered office at Madurai-9 together with all subsisting rights and subject to all extant liabilities.

- (ii) To manage, administer, carry on, conduct as hitherto the said schools and all other educational institutions for the benefit of Catholics and others as well, irrespective of race, caste, community, religion or social status.
- (iii) To establish, manage, administer, carry on, and conduct all other activities, cultural, scientific, technical, social, charitable and religious works and activities associated with the said institutions and hitherto carried on.
- (iv) To start, establish and equip other educational or charitable institutions for the diffusion of useful knowledge, cultural, scientific, technical or social, and to apply for and to obtain for them, wherever necessary, either recognition from the Government or University, educational or other authorities as the case may be.
- (v) To close down or dispose of in the whole or in part any of the institutions or activities whether educational or non-educational, charitable or religious as the Governing Body may deem fit.
- (vi) To purchase, take on lease or in exchange, or otherwise acquire any lands, or buildings, easements, rights of common, or properties movable or immovable which may conveniently be required or used in furtherance of any of the objects of the Society.
- (vii) To sell, demise, mortgage, give in exchange, surrender or dispose of any property lease or rent

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and to demolish, alter, build or extend and buildings, or part thereof, belonging to the Society;

- (viii) To apply for, receive, collect and recover from Government or any District, local municipal Bodies or any Panchayats or Unions grants, aids and allowances in connection with any property held by the Society or institution run by it subject to such terms as the Governing Body approves of;
- (ix) To employ on such terms and conditions as the Society may deem fit the necessary complement of staff both teaching and non-teaching and establishment for the educational institutions, and the necessary staff for the other institutions, and activities, and the administration and conduct of the Society as a whole, from qualified persons, and to pay them salaries, wages, fees, remuneration and honoraria and when necessity arises, and the exigencies of circumstances require, to transfer remove, dispense with, terminate or dismiss any of them.
(Amended - May 1981)
- (x) To receive, accept, hold, expend, charge and to receive from students, pupils, trainees, boarders, such fees, rates and charges as prescribed and normally received, and administer and use any gift, bequest, grant, donation or foundation, in kind or in money, or any other property and to raise moneys by fetes and entertainments for the promotion of any of the objects of the Society.
- (xi) To open and operate joint, or separate, accounts of any description with any recognised or scheduled banks on such terms and in such manner as the Governing Body may deem fit, in respect of the particular funds of the various institutions of the Society, and the funds otherwise of the Society.

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- (xii) To educate, train and assist financially or otherwise the education and training, general or specialised, in India or abroad, of the members of the Society and other personnel for the purposes of the Society and to meet the extra expenses of the visiting members of the Society going abroad in the course of business or attending specialised and/or refresher courses in India or abroad.
- (xiii) For the purposes of the Society, or any of them, to borrow or raise money with or without interest and at such rate of interest as may be agreed to by the issue of, bonds, Bills of exchange promissory notes, or other obligations or security of the society and to secure repayment thereof by pledge hypothecation, mortgage or charge upon all or part of the movable or immovable properties of the society.
- (xiv) To help, aid or assist financially or otherwise all the institutions and activities forming units of the Society and also to give donation to and financial aid or help to the other societies belonging to the same Religious Order of the Society of immaculate conception functioning in any part of Tamil Nadu especially and to the Societies of the same Religious order as have little or no income.
- (xv) To start, establish and maintain separate funds:
 - 1) For the capital funds consisting of the liquid capital of the Society.
 - 2) For the new programmes, activities and projects of the Society and for the replenishment or replacement of old equipments and laboratory and for the purchase of new equipments including books needed to upto date the institutions.

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- 3) For the repair, maintenance, renovation, alteration or extension of existing buildings and structures belonging to the Society.
- 4) Deleted - May 1981.
- (xvi) Subject to the above provision for the investment of funds mentioned supra, from time to time to invest and deal with the monies of the Society not immediately required in such securities and in such manner as the Society may think fit, and dispose of, and realise such investments, and/or to lend with or without security the monies, on such terms as the Society deems fit subject to the provisions in section 25 of the Societies Registration Act and section 13 of the Income Tax Act.
(Amended - May 1981)
- (xvii) To enter into and carryout arrangements for joint working or for amalgamation with any other Society belonging to the same Religious Congregation of "The Society of the Immaculate Conception" or any other Society or Institution having objects identical or similar to the objects of the Society as the Governing Body may deem fit.
- (xviii) To appoint such person or persons as the society may deem fit for the purpose of representing the Society in any legal or other proceedings to be instituted by or against the Society, and to do all necessary acts to safe-guard the interests of the Society in such proceedings.
- (xix) The income of the Society should be utilised only for the promotion of the objects of the Society.

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- XX. To delegate all or any of the powers of the Society to the Vice-Presidents or Secretary and/or any members of the Governing Body of the Society as the Society may from time to time deem necessary or expedient, and in particular to delegate powers to manage educational institutions and hostels to one or more managing committees formed from among the members of the Governing Body and/or the members of the Society including the concerned principal or Headmistress and a lay representative of the Concerned Institution nominated by the Governing Body in consultation with the concerned principal or Headmistress.
- XXI. Generally to execute and perform such acts, and things as are incidental or conducive or may be deemed fit by the society to be incidental or conducive, to the attainment of the above objects of the Society or any of them.
- XXII. The names, designation, occupation and address of the present members of the Governing Body of the Society, to whom by its Rules and Regulations its management is entrusted are as follows:

Dr. Antonia Anna
**THE MADRAS SOCIETY OF THE
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S.No.	Name	Designation	Occupation	Address
1.	Sr. Ernestine Mary	President	Superior General	I. C. Convent, 20, Old Kosavapalayam, Madurai - 625 009.
2.	Sr. Louis Alphonse	Vice President I	Asst. Sup. General	- do -
3.	Sr. John Baptista	Vice President II	Educational & Social work	I. C. Convent, Little Mount, Madras - 15.
4.	Sr. Thirumuga Therese	Governing Body member	- do -	I. C. Convent, 20, Old Kosavapalayam, Madurai - 9.
5.	Sr. Inigo	- do -	- do -	- do -
6.	Sr. Stella	- do -	- do -	St. Antony's Nursery School, Velachery, Madras - 42.
7.	Sr. Alphonse Ananda Mary	Secretary & Bursar	- do -	- do -

Sr. Antonia
**THE MADRAS SOCIETY OF THE
IMMACULATE CONCEPTION**

S. No: 171 / 1975

I.C CONVENT

LITTLE MOUNT.

We, the undersigned hereby certify that the copy is the correct copy of the Memorandum of Association of the Society.

1.	Sd.	x	x	x
2.	
3.	
4.	
5.	
6.	
7.	

The Signature of the witness :

1.	Sd.	x	x	x
2.	

Station : Little Mount, Madras

Date : 2 - 8 - '73



St. Antoniamorel
**THE MADRAS SOCIETY OF THE
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**RULES AND REGULATIONS OF
THE SOCIETY OF THE IMMACULATE CONCEPTION
SOCIETY NO. 36 (171 / 1975)**

Madras



I In these rules and regulations unless there be anything in the context repugnant or inconsistent therewith

- a) The "Society" shall be "The Madras Society of the Immaculate Conception."
- b) "Governing Body" shall mean the Governing Body of the Society as constituted by these Rules and Regulations.
- c) "The Act" shall mean the Societies Registration Act XXI of 1860 or any modification thereof for the time being in force in Tamil Nadu.
- d) "The Religious Congregation" shall mean the Roman Catholic Religious Congregation now known as "The Society of the Immaculate Conception"
- e) The members of the Governing Body shall be appointed at a meeting of the Society by a resolution of a majority of the members of the Society and entitled to vote there - at,
(Amended - May 1980)
- f) The term of office of the Governing Body members shall not exceed three years from the date of their appointment, but shall be eligible for re - appointment. (Amended - May 1980)

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- g) Words importing the singular number shall include the plural.
 - h) Words importing persons shall also import bodies corporate.
- II The office of the Society is at I. C. Convent, Little Mount, Madras - 15.
- III The objects for which the Society is established are in general Religious and charitable and in particular those set forth in the Memorandum of Association.

IV MEMBERSHIP :

- a) The members of the Society shall consist of:
 - 1) The persons who are signatories to the Memorandum.
 - 2) Such other persons as are members of the Religious Congregation, resident and working in Indian and admitted to the membership of the society.
 - 3) The members of the Society shall be only Trustees and now owners.
- b) Every member of the Society shall be bound by the Memorandum of Association of the Society and all the rules and regulations herein stated together with the rules and regulations by-laws framed or decisions made by the society from time to time in general or special meetings or by the Governing Body.
- c) The admission and continuation of membership shall be at the absolute discretion of the Governing Body.

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- d) Membership of the Society shall terminate :
- 1) Automatically, on the death of a member: and on a member excluded from or ceasing to be a member of the religious congregation, and
 - 2) Voluntarily, on her resignation of her membership and
 - 3) In-Voluntarily, on termination of her membership by the Governing Body by resolution duly passed by a majority of votes, should such a course, in the absolute discretion of the Governing Body, be deemed necessary and expedient in the interest of the Society.

V. SECRETARY AND BURSAR :

The office of secretary and Bursar may be held by one and the same person, or by two different persons as the Governing Body may think fit, and such person or persons shall exercise all such powers and do such other acts, deeds and things as may be assigned or delegated to her or to them by the Governing Body of the Society.

VI GOVERNING BODY :

- 1) The Governing Body shall consist of not less than seven members and not more than ten members.
(Amended - May 1980)
- 2) Deleted - May 1980
- 3) The First set of members of the Governing Body shall be :

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S.No.	Name	Designation	Occupation	Address
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2.	Sr. Louis Alphonse	Vice President I	Asst. Sup. General	- do -
3.	Sr. John Baptista	Vice President II	Educational & Social work	I. C. Convent, Little Mount, Madras - 15.
4.	Sr. Thirumuga Therese	Governing Body member	- do -	I. C. Convent, Old Kosavapalayam, Madurai - 9. - do -
5.	Sr. Inigo	- do -	- do -	St Antony's Nursery School, Velachery, Madras - 42.
6.	Sr. Stella	- do -	- do -	- do -
7.	Sr. Alphonse Ananda Mary	Secretary & Bursar	- do -	- do -

St. Antonia's
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VII POWERS OF THE GOVERNING BODY :

- 1) The Governing Body shall in all cases follow the instructions laid down by the General Body in the matter of control and management of the business and affairs of the Society, the administration of all properties, movable and immovable, all its institutions and assets.
(Amended - May 1981)
- 2) The Governing Body shall in accordance with the instruction of the General Body shall from time to time to make, vary, modify, change and repeal rules and regulations and by-laws for the transactions and by-laws for if business and affairs both of the society and of itself, for the administration of all properties and institutions and assets, provided the by-laws and regulations newly made or varied shall not be inconsistent with and not contrary to the letter and spirit of the Society's Memorandum. The amendments will be made in the General Body Meeting by a special resolution. (Amended 1981)
 - a) The business hours of the Society shall be between 4.30 P.M. and 6.00 P.M. on all working days except sundays and Government Holidays. (Insert - May 1980).
 - b) Vice President I shall be authorised to sue or to be sued on behalf of the Society.
(Insert- May 1980)
 - c) Vice president I of the Society shall give directions in regard to the day to-day business of the Society. (Insert - May 1980)

Dr. Antonia Anna
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VIII MEETINGS OF THE GOVERNING BODY :

The Governing Body shall meet as often as the exigencies of circumstances require, or in any event once in three months, at such times and places as the President or Vice - Presidents may from time to time determine.

IX THE ANNUAL GENERAL MEETING :

The annual general meeting of the society shall take place every year at the month of May. The agenda therefore should be :

- 1) To receive the Governing Body's report, consider and adopt it in regard to the administration of the Society and its properties, to inspect the respective lists of the members of the Governing Body and the Society.
- 2) To receive and pass the audited income and expenditure Account and the Balance sheet of the Society for the year ending the 31st March proceeding the Meeting.
- 3) To consider all other lists and matters, as are enjoined by and under the Act to be submitted.
- 4) To appoint an auditor and fix his remuneration.
- 5) To transact any other business brought forward by any member of the Society, notice of which had been given to the Governing Body at least 21 days before the date of the Meeting.

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X EXTRA-ORDINARY GENERAL OR SPECIAL MEETINGS:

Extra - ordinary or special meetings may be called by the President or Vice - Presidents as often as exigencies of circumstances require, to consider emergent matters and problems which cannot await or be put off till the annual general meeting.

XI CHAIRMAN :

All meetings of the Society or the Governing Body shall be presided over by the president; in her absence by the Vice - President I and in her absence by Vice - president II and in the absence of all three by the person chosen as the chairman by the members of the Governing Body or the members of the Society present as the case may be.

XII QUORUM :

Five members shall form a quorum for a General or Special Meeting of the Society; and four members shall form a quorum for a meeting of the Governing Body of the Society. If there is no quorum as aforesaid, the meeting shall stand adjourned to the next week, the same day, hour and place. No quorum is necessary for the adjourned meeting. Provided that in the case of a meeting of the Governing Body, decision arrived at will have no effect until it has received the assent or ratification in writing of the President or the Vice - President I, either before or after the date of the meeting.

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XIII RESOLUTION BY CIRCULATION :

If a proposal calls for an urgent or immediate decision, but a meeting cannot be conveniently held, the President or the Vice - President may forward the proposal to the members of Governing Body by circulation, and on acceptance by all or the majority of them, it will be as valid as a resolution passed at a meeting of the Governing Body, and recorded as such in the Minutes Book of the Meetings of the Governing Body.

XIV VOTING :

At every meeting of the Society or the Governing Body, each member present shall have one vote. In the case of a tie, the chairman will have a second or casting vote.

XV NOTICE :

Notice of all meetings in writing shall be given to all members entitled to it, at least 7 days before the meeting, if it is a meeting of the Governing Body, and 21 days if it is a General Meeting, either personally, or by posting it to her address as noted in the official Register of Members of the Governing Body.

XVI PROPERTY :

All properties of the Society, movable or immovable and all assets shall vest in the Governing Body, and all documents affecting or relating to such property shall stand in the name of the Society.

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- a) The Vice President II of the Society shall have the custody of cash of the Society in respect of the amount at Little Mount, Saidapet, Madras.

The maximum cash balance that can be held by the Vice President II shall not exceed Rs 6,000/- on any day. Any excess over Rs 6,000/- should be deposited in the bank to the credit of the Society's A/c within the next three days as the bank is situated at some distance from the Society.

b. Similarly in respect of the amount to the following units of St. Antony's Nursery School, Velachery, Nazareth Sadan, Bangalore. The custody of cash will be with the Superior of those convents. The cash balance that can be held by the Superiors shall not exceed Rs 6,000/- Any excess over this amount shall likewise be credited to the Society's A/c to the bank within the next three days.

c. The property purchased in the name of the Madras Society of the Immaculate Conception, I.C. Convent, Little Mount, Saidapet, Madras shall hereafter belong to the Society and shall vest with Governing body for control and disposal.

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XVII. EXECUTION OF DOCUMENTS

All writings, deeds and documents which are to be executed for and on behalf of the Society shall be executed for and on behalf of the Society by the President or the Vice-President I, or II or such member of the Governing Body who may have been authorised in writing to do so by the President or Vice-Presidents or by a meeting of the Governing Body. If, and whenever such writing, deed or document require that the seal of the Society be affixed to it, the person executing it shall have the power to affix the seal.

XVIII ALTERNATION OF THE MEMORANDUM AND ARTICLES :

The memorandum of Association and its Rules & Regulations may from time to time be altered as provided in the Tamil Nadu Societies Act and Rules. *(Amended - May 1981)*

XIX DISSOLUTION:

The Society may be dissolved as provided for in the Tamil Nadu Societies Registration Act & Rules. *(Amended - May 1981)*

Save and except as provided herein, in all other respects and matters not provided for herein, the provisions of the Societies Registration Act shall be applicable.

Or. Antoniammel
THE MADRAS SOCIETY OF THE
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CHENNAI - 600 015.

We, the undersigned hereby certify that the Copy is the correct copy of the Rules and Regulations of the Society.

1.	Sd.	x	x	x	(President)
2		(Vice President)
3		(Secretary)

Signature with Designation in
Society of 3 Governing Body Members.

The Signature of the witness :

1.	Sd.	x	x	x
2.

Station : Little Mount, Madras - 15

Date : 10 - 11 - '75



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