



Church Teachers' College

ALUMNI Association Inc.

Mandeville | Jamaica

NOTICE OF ANNUAL GENERAL MEETING

Dear Members:

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Church Teachers' College Alumni Association Inc. will be held in the Conference Room at Dunkin Donuts, 8434 West Oakland Park Blvd., Sunrise, Florida 33351, USA on Saturday, August 30, 2014 at 3:00 p.m. In keeping with Article V 2.4 of the CTCAAi By-Laws (2012) for members to attend the Meeting via conference call, arrangements are being made for attendance via Skype.

In accordance with the said By-Laws, the Agenda is as follows:

1. Welcome
2. Prayer
3. Reading and Confirmation of Annual General Meeting Minutes dated 18 July 2013
 - a. Matters Arising
 - b. Acceptance of Minutes
4. Reports of the various Committees
 - i. Ordinary Reports of the Various Committees of the Association
 - ii. Financial Statement and report of the Associations Auditors
 - iii. President's Report
 - iv. General discussion with regards to the Association's affairs
 - v. Appointment of Auditors
5. Election of Officers:
 - President
 - 2nd Vice President
 - Assistant Secretary
 - Assistant Treasurer
6. Welcome the new officers to the Executive Board
7. Any Other Business
8. Date for the next Annual General Meeting
9. Adjournment

We wish to remind you that Article V 9.5 of the By-Laws which govern the Association states that: "**Quorum** No business shall be transacted at any Meeting unless a quorum of Members is present at the time when the meeting proceeds to business. Save as herein provided eleven persons present and entitled to vote shall be a quorum PROVIDED that if within half an hour from the time appointed for the meeting a quorum of Members is not present, the meeting if convened on the requisition of Members shall be dissolved and in any other case it shall stand adjourned to the same

day and time and place in the following week and if at that adjourned meeting a quorum of Members is not present within half an hour of the time appointed for the meeting the Members present shall be a quorum.”

We act in accordance with Article VI 4.3 of the By-Laws which states that ‘Only those Members who have signified their consent to serve if elected shall be nominated for, or elected to such office.

In keeping with Article VI 4, “Only Members in good standing with the Association shall be eligible to vote or to serve in any of its elected or appointed positions.

We therefore wish to advise that the following members are paid up and eligible to vote:

Mike Andrews	Crouse Campbell	Pat Gayle-Monroe
Pamela Blake-Rose	Errol Tomilson	Anice Waite
Barry Farquharson	Eulalee Bartley	Andrea Jenkins
Alejandro Wilson	Hope Grant	Diane Leviene
Hepburn Davis	Barbara Young Chang	Audrey Smith
Liz Smith	Diane Reece-King	Mavalyn Moore- Skyers
Dwight Kettle	Heather Kettle	Theslyn Smith

We take this opportunity to remind you of the relevant provision in Article VI of the By-Laws governing the election of officers:

4. Election

4.1 There shall be a Nominating Committee composed of three Members, one of whom shall be selected by the Board of Directors from its body, and two of whom shall be elected by the Association at one of its regular quarterly meeting at least one month prior to the election. The Member receiving the highest number of votes cast by the Board of Directors shall serve as Chairperson.

4.2 The Nominating Committee, in collaboration with the general Membership, shall nominate at least two eligible persons for each office to be filled, and shall report its nominees at the general meeting one month before the election, at which time additional nominations may be made from the floor.

4.3 Only those Members who have signified their consent to serve if elected shall be nominated for, or elected to such office.

4.4 Election of Board Members shall take place in the following manner:

- i. President, 2nd Vice President, Assistant Secretary and Assistant Treasurer on the even number of each year.
- ii. 1st Vice President, Secretary, Treasurer, and Directors on the odd number of each year.

4.5 The Elective year shall be August to July.

5. Terms of Service There shall be no term limit.