

## **Rules & Regulations**

**(As on 25 September 2022)**

*Memorandum of Association*

of

MUMBAI COIN SOCIETY

I NAME : MUMBAI COIN SOCIETY

II ADDRESS : Building No 14, 2<sup>nd</sup> Marine Street, 1<sup>st</sup> Floor,

Opposite Metro Cinema,

Above Capricornian Hairdressers, Mumbai 400002

III OBJECTS

1. To establish a non-profit, social and educational society for preservation of rich numismatic heritage & culture of India.
2. To promote and guide the study of Indian and World, old and new; coins, medals, paper currency, covers, envelopes, philately, all kind of collectibles and other items of interest etc. collectively defined as numismatics and collectibles and to offer help in their study.
3. To publish a Newsletter or Journals and to serve as a forum for the study of numismatics and collectibles, and to publish notes, monographs, memoirs and other works and to maintain a central library of books and journals to promote their study

and to encourage the people for collection and preservation of numismatics and collectibles.

4. To co-operate with collectors, numismatists, societies and museums in India and in other countries by offering them information advice and help about Indian coins, currencies, philately etc and their collections, and to establish and exchange academic relations with them.
5. To organize periodical seminars, webinars, workshops and conferences for scientific exchange of views on numismatics and collectibles, organize exhibitions and to create public interest in numismatics and collectibles by organizing popular lectures, film shows, publications and online events.
6. To co-operate with the Government and mints in the matters pertaining to monetary issues and to co-operate with the Treasure Trove Committees of the States in India in identifying and classifying coins.
7. To encourage the establishment of branches of the Society at various places and to grant affiliation to societies of similar nature.

## **RULES AND REGULATIONS OF**

### **MUMBAI COIN SOCIETY**

#### **1. DEFINITION OF WORDS IN THE RULES AND REGULATIONS OF THE MUMBAI COIN SOCIETY unless otherwise specified, the words used in the context mean as under:**

- a) "Society" means Mumbai Coin Society.
- b) "MEMBER" means the member of the Society for the time being.
- c) The "President", "Vice President", "Chairperson", "Hon. Secretary", "Joint Hon. Secretary", "Treasurer", "Joint Hon. Treasurer" means those respective office bearers of the Society for the time being.
- d) "Meeting" means all meetings including Annual General Body Meeting, General Body Meeting, Special General Body Meeting and Managing Committee Meeting of the Society, which are held under the present rules, regulations of the Society.
- e) "Resolution" means a Resolution of the Society passed in its General Body Meeting or Managing Committee Meeting by requisite majority.
- f) "Seal" means the common Seal of the Society.
- g) "Year" means the Financial Year of the Society as may be determined by the Council of Management of the Society from time to time under the Act.
- h) "Assets" of the Society means all moveable and immovable property of the Society excluding the present office premises where the Society's activities are carried on or for the time being, till Society establishes its own office and thereafter such office as may be established or acquired by the Society.
- i) "Managing Committee" means the Governing Body of the Society. All the members of the Managing Committee shall be elected in Annual General Meeting of the Society as per rules relating to elections.
- j) Act means Society Registration Act, 1860.

#### **2. AREA OF OPERATION**

The area of operation of the Society shall not be restricted to any particular area or region.

**3. ACCOUNTING YEAR**

The Accounting year of the Society shall be that commencing on the 1<sup>st</sup> April and ending on 31<sup>st</sup> March the following year.

**4. PROCEDURE FOR ACQUIRING MEMBERSHIP OF THE SOCIETY**

- a. The Society shall consist of persons who have been enrolled as members and whose names are set out in the Schedule annexed hereto and who may be enrolled as such members hereafter and who shall continue to be members for the time being in accordance with these Rules.
- b. Subject to the provisions of these Rules, every person having attained the age of 18 and of sound mind and otherwise sui juris shall be eligible for membership of the Society.
- c. Subject to the provisions of these Rules, juridical persons like corporate bodies, partnership firms, societies registered under the Society Registration Act, 1860, co-operative societies and companies duly incorporated as such under the laws of the time being force shall also be eligible for membership of the Society.
- d. No person whether real or juridical shall be entitled to be taken as member of the Society merely because he or she possesses the requisite qualification for being eligible as a member of the Society unless he or she has been so enrolled by the Society and Society reserves right to refuse membership to any person without assigning any reason therefor.
- e. Every person intending to be member of the Society shall make an application in writing in the prescribed form accompanied by the prescribed membership fee, duly proposed by one existing member of the Society.
- f. The Managing Committee shall be the sole authority to accept or reject any application for membership. The membership fee received along with the application shall be refunded in full if the application is rejected against a valid receipt.
- g. Any person shall be eligible to apply to become a member of the Society irrespective of their place of residence. Any corporate or a firm or institution or organization having registered office inside or outside the State of Maharashtra shall be eligible to become a member,

except if any such member be it a person or corporate or a firm or institution or organization is declared to be insolvent by competent court or authority anywhere, upon such declaration their membership to the Society shall cease automatically and immediately.

- h. Every member who is in arrears of any dues of any nature for more than three months will be liable to be removed from membership, but until so removed he shall be liable to pay to the Society arrears and or any dues or charges of any nature including but not limited to membership fees. On the death of any member his membership will come to an end. In case of body corporate or institution or organization, upon winding up, or individual being insolvent, membership will automatically come to an end.
- i. Any corporate body including partnership firms and or any institution or organization shall be entitled to become members of the Society irrespective of where their registered office is situated. However, such members shall appoint from time to time a representative authorizing him to participate on their behalf in the affairs of Society, and the same will be communicated in advance to the Managing Committee in writing.
- j. DELETED
- k. The membership and all other fees shall be fixed from time to time by the Managing Committee. Yearly membership fee shall expire at the end of twelve months from the date of approval of said membership by the Managing Committee.

Fees fixed by the Managing Committee are subject to change at any time at the discretion of the Managing Committee, however the Managing Committee shall inform the members of any changes through the website or any other means thought suitable, at least 7 days prior to date of change.

- l. No eligible member shall be entitled to vote, propose or second if he is in arrears of membership fee or any other dues of any nature, to the Society.
- m. No eligible member shall be entitled to contest an election as a candidate for membership of the Managing Committee if he is in arrears of his membership fees or any other dues of any nature, which shall be payable in advance.
- n. DELETED

- o. DELETED
- p. DELETED
- q. DELETED
- r. A corporate member including a firm shall be entitled to cast only one vote and shall be entitled to have only one authorized person appointed by it to act on the Managing Committee in case of its being a successful candidate at an election.

**5. KINDS OF MEMBERSHIP**

- a. There will be 7 types of memberships, each governed by their own rules and regulations, each having its own entry criteria and each subject to prescribed fees as decided by the MC at the time of application or renewal whichever is applicable.
- b. Any one person can hold only 1 type of membership, except an honorary member who applies successfully for a regular membership of the Society to contest, propose or second in elections, however an existing member can be appointed as an authorized representative of Life Member (Institutional, International) provided the member has not been expelled or is undergoing any investigation, action, inquiry or expulsion proceedings.
- c. The Managing Committee will have the absolute power to manage memberships including adding or deleting or freezing any type of memberships.
- d. The Managing Committee will fix the fees for all types of memberships as well as registration fee and any other type of fees. Furthermore, the Managing Committee shall have the absolute power to enhance or reduce or do away with any fees or subscriptions or charges for any category of membership.
- e. In the interest of clarification and to eliminate any ambiguity given below is a table elucidating the rights and eligibilities of the various types of memberships

Type of membership	Voting rights	Contest Elections to MC	Nominate candidates for MC elections	Represent other eligible members in the MC	Can be a part of the MC
Ordinary Member (Individual)	Yes	No	No	No	No
Life Member (Individual)	Yes	Yes	Yes	Yes	Yes
Life Member (Individual, International)	Yes	No	Yes	No	Can be Co-opted
Life Member (Institutional/Corporate)	Yes	Yes	Yes	No	Yes
Life Member (Institutional/Corporate, International)	Yes	No	No	No	Can be Co-opted
Honorary Member	Yes	No	No	No	No
Patron Member	Yes	Yes	Yes	Yes	Yes

1. Ordinary Member (Individual)

- a. Eligibility: For individual's resident in India only.
- b. Validity: 1 year from date of acceptance.
- c. Fee: Subject to Ordinary Member Registration fee and Ordinary Member Annual subscription as applicable.
- d. Ordinary Member (Individual) can vote but not contest elections, neither propose nor second any nomination, subject to valid membership. However Ordinary Member can apply to convert membership to Life Membership (Individual) before contesting for office or proposing or seconding any nomination by paying all Life Member (Individual) fees and charges

2. Life Member (Individual)

- a. Eligibility: For individual's resident in India only.
- b. Validity: Lifetime from date of acceptance.
- c. Fee: Subject to Life Member (Individual) fee and Entrance Fee as applicable
- d. Life Member (Individual) can vote and contest elections, can propose or second any nomination, subject to no outstanding of any dues or charges towards the Society

3. Life Member (Individual, International)

- a. Eligibility: For individual's resident, out of India only.
- b. Validity: Lifetime from date of acceptance
- c. Fee: Subject to Life Member (Individual, International) fee and Entrance Fee as applicable
- d. Life Member (Individual, International) can vote but not contest elections, can propose or second any nomination, subject to no outstanding of any dues or charges towards the Society, but any Life Member (Individual, International) can be co-opted by Managing Committee as per existing rules and regulations at the time

4. Life Member (Institutional/ Corporate)

- a. Eligibility: For Corporate body or firm, society or institution, registered societies of numismatics and allied hobbies including stamps, paper money etc., registered in India only. Also, they will have to submit the Articles of Association, Certificate of Incorporation, Partnership deed etc. to the satisfaction of the Managing Committee.
- b. Validity: Lifetime from date of acceptance
- c. Fee: Subject to Life Member (Institutional/ Corporate) fee and Entry fee and Registration Fee as applicable

- d. Life Member (Institutional/ Corporate I) can vote and contest elections, can propose or second any nomination, subject to no outstanding of any dues or charges towards the Society. Life Member (Institutional/ Corporate) can contest elections and attend General Body Meetings only through their authorized representative, duly notified to the Managing Committee in writing at the time of membership and inform the Managing Committee in advance of any change in writing. Also, the member will have to certify that the authorized representative is a bonafide employee or member of that entity, as the case may be,
- e. Proprietorships cannot be entertained under this category.

5. Life Member (Institutional/ Corporate, International)

- a. Eligibility: For Corporate body or firm, society or institution, registered societies of numismatics and allied hobbies including stamps, paper money etc., registered out of India only. Also, they will have to submit the Articles of Association, Certificate of Incorporation, Partnership deed etc. to the satisfaction of the Managing Committee
- b. Validity: Lifetime from date of acceptance
- c. Fee: Subject to Life Member (Institutional/ Corporate, International) fee and Registration Fee as applicable
- d. Life Member (Institutional/ Corporate, International) can vote, subject to no outstanding of any dues or charges towards the Society, but cannot contest elections for Managing Committee due to geographical distance, but can be co-opted by Managing Committee as per existing rules and regulations of that time.
- e. Proprietorships cannot be entertained under this category

6. Honorary Member

The Managing Committee may invite meritorious persons or experts in certain related fields or those deserving of such a membership, to become honorary members of the Society for such period as decided by the Managing Committee and without any obligation to pay any subscription

- a. Honorary membership may be bestowed on any individual, resident anywhere in the world, for services to the field of numismatics or to any allied field and, or for services to the Society.
- b. Validity: The Managing Committee bestowing such an Honorary Membership will decide tenure at the time of said membership, but for no less than 12 months up to the natural life of the member. The name and tenure has to be ratified by a majority vote of the Managing Committee members present during that meeting for which notice must be given 21 days in advance and a Managing Committee member if unable to attend



personally can communicate his vote in writing to the Hon Secretary. Thereafter the Managing Committee may deliberate and finalize the honorary membership and tenure of the candidate. In case of a tie the President will have the casting vote.

- c. The tenure of such membership may be reconsidered as and when required or by a newly elected Managing Committee. Such an honorary member may also be removed from honorary membership at the discretion of the Managing Committee which shall be final. However, the Managing Committee is mandated to inform the member body on awarding such membership without which such a membership cannot be said to be valid or If tenure is reduced or ended for any reason by the Managing Committee, the same has to be informed to the members in general body meeting at the first available opportunity, without which such a decision cannot be said to be valid.
- d. Fee: the honorary member will not be obliged to pay any subscription, registration, entrance or membership fees.
- e. the Honorary member has voting rights, only after the member body is informed of his membership, but an Honorary member cannot contest elections, neither propose nor second any nomination. Honorary member can however apply for eligible regular membership of the Society to vote, contest, propose or second any nomination.
- f. Honorary members are liable to stand any and all disciplinary proceedings as initiated by the Managing Committee by following due process.
- g. Such an honorary member may also be removed from honorary membership at the discretion of the Managing Committee which shall be final.
- h. Honorary member is bound by and required to follow all the Rules and Regulations of the Mumbai Coin Society

#### 7. Patron Member

- a. Eligibility: Any individual resident anywhere, can apply to be a Patron Member (subject to the decision of the Managing Committee) by paying a one-time Patron Member fee of Rs. 25,000/- towards Corpus of the Society and Entrance fee.
- b. Validity: Lifetime from date of acceptance
- c. Patron Member can vote and contest elections, can propose or second any nomination, subject to no outstanding of any dues or charges towards the Society.

### 6. **DISCONTINUATION OF MEMBERSHIP & EXPULSION OF MEMBERSHIP**

- i) It is provided that if any member violates the rules prescribed by the Society at any time or has willfully deceived the Society by giving false information or is expelled following proceedings of a disciplinary committee, his name will be removed from the

rolls of the Society by the majority vote of the Managing Committee, after affording reasonable opportunity to him for his defense.

Furthermore, the Managing Committee is bound to inform the member body of its decision to suspend, expel, fine, and or take any other punitive or disciplinary action or exonerate any member, as the case may be, in the AGM immediately following such an action.

- ii) If any member has not paid his membership fees, annual subscription fee within 2 months of the new year, his name will be struck off from the membership of the Society, after giving him fifteen days' notice in that behalf but upon payment of all arrears at any time, thereafter such members may rejoin society, however, subject to resolution to that effect by the Managing Committee.
- iii) The Membership shall cease on his death, resignation, expulsion from society and on being adjudged as insolvent or legally disabled from continuing as member.
- iv) If member has not attended three consecutive meetings without giving valid reasons and notice for his/her absence.
- v) If any member has been convicted under any law involving moral turpitude or otherwise under any law.
- vi) A member once disqualified for membership or debarred shall not be eligible for membership for a period of five years.

## **7. GENERAL BODY MEETING ITS RIGHT AND FUNCTIONS**

A General Body Meeting shall be held within 6 (six) months from the closure of the financial year, of each year by giving 14 days clear notice whereas a Special General Body Meeting may be held as and when required by giving notice to all the members at least 7 days clear in advance.

The General Body shall have following rights.

- a) To consider admission and expulsion etc. of any member of the Society.
- b) To elect the Managing Committee of the Society.

- c) To receive and approve the statements of account as prepared by Managing Committee of the Society.
- d) DELETED.
- e) DELETED.
- f) To look after and check the activities of the Society.
- g) To appoint Auditor for auditing the accounts of the Society and fix their remuneration.
- h) To consider any other matter to be brought before the meeting with Agenda and with the permission of the President or Chairperson after serving proper notice.
- i) To consider any amendment to the present rules and regulations and implement such amended rules and regulations.
- j) Provided however that the General Body may extend the tenure of the incumbent Managing Committee for any reason, especially in exceptional circumstances like the pandemic for a period not exceeding 12 calendar months in addition to the period laid down in clause 17.

## **8. NOTICE OF GENERAL BODY MEETING AND ITS QUORUM**

In order to hold a General Body Meeting 14 days clear notice is required to be given to its members in advance. 14 days clear notice means the number of calendar days intervening between the day of posting the notice and the day of the meeting.

The quorum for every General Body Meeting of the Society shall be  $\frac{2}{3}$ <sup>rd</sup> of total numbers of members of the Society.

If the required quorum is not present then the meeting may be adjourned for the period of time the Notice to said meeting may indicate, or for 15 minutes or any such reasonable time the Chair may deem fit and the members present shall form the quorum for such adjourned meeting.

The business on the Agenda shall be discussed and decided, which shall be binding on all members irrespective whether present or not.

If all the business on the Agenda of the General Body Meeting of the Society cannot be transacted on the day on which the General Body Meeting is held, the meeting shall be

postponed to any subsequent date but not later than 30 days as may be decided by the members present at the meeting

No resolution can be brought at a General Body Meeting of the Society, canceling its previous resolution unless six clear months have expired after passing of the previous resolution.

The date of notice is the same as when published on the website of the Society, Managing Committee is not responsible for any delays or misplaces in post/courier etc. At the discretion of the Managing Committee, Notices, Agendas, Attachments etc. can be put online or distributed electronically by whatever means available, for members perusal. However, on intimation to the Society in the manner prescribed by the Management Committee and mentioned in the said notice, members are required to be provided a hard copy or physical copy of the same. Notice, if sent, will be sent by regular post and cheapest postage affixed or any other alternate method to send said Notice as decided by the Managing Committee.

#### **9. SPECIAL GENERAL BODY MEETING AND ITS FUNCTIONS**

A Special General Body Meeting of the Society may be called at any time at the instance of the President or on requisition signed by at least 1/5<sup>th</sup> members of the Society by giving 7 days clear notice. The special general body meeting so convened shall not transact any business other than that mentioned in notice of the meeting.

The quorum for Special General Body Meeting of the Society shall be 2/3<sup>rd</sup> of the total members of the Society.

If the required quorum is not present then the meeting may be adjourned for the period of time the Notice to said meeting may indicate, or for 15 minutes or any such reasonable time the Chair may deem fit and the members present shall form the quorum for such adjourned meeting. However, a minimum quorum of 20 Life Members not including members of the Managing Committee present for such a meeting, will be required to pass any amendments to the "Rules & Regulations" of the Mumbai Coin Society.

**10. SOCIETY'S MANAGING COMMITTEE, OFFICE BEARERS AND ITS GOVERNING BODY**

The Managing Committee of the Society is the Governing Body of the Society. All the members of the Managing Committee shall be elected in Annual General Meeting of the Society, or Election meeting expressly called for the purpose of conducting elections as per existing rules and regulations at the time with respect to notice period and other matters.

The Managing Committee shall consist of

1. President	1
2. V. President	1
3. Hon. Secretary	1
4. Joint Hon. Secretary	2
5. Hon. Treasurer	1
6. Jt. Treasurer	1
7. Members	<u>6</u>
TOTAL	13

The Managing Committee of the Society shall consist of thirteen elected members, who can in turn co-opt an additional, two eligible members such that the total strength of the Managing Committee shall not exceed more than 15 at any time.

The Managing Committee shall have the power to fill up any casual vacancies as and when they fall vacant by such co-option subject to a maximum of 5 eligible members being coopted at any point in time. Meaning, no Managing Committee can have more than 15 members of which no more than 5 are coopted at any given point in time.

The tenure of the co-opted members is fixed at, from date of co-option to the MC until the following AGM or dissolution of the MC on account of elections whichever is earlier.

However, a coopted member can be coopted repeatedly at the pleasure of the MC

**11. RIGHTS AND DUTIES OF THE PRESIDENT and VICE PRESIDENT**

The President is the head of Society and shall only be elected from among the members in the Annual General Meeting of the Society. The Vice President shall be elected from among the members in the Annual General Meeting of the Society or can be a member co-opted by the Managing Committee members as per clause 10 herein. The Vice President shall have

the powers of the President in his absence and assist him to look after the affairs of the Society, except that the Vice President (if he is co-opted) shall not be able to cast an additional vote in case of a tie in the absence of the President, unless he is elected Chair of that meeting by the other members.

The following powers vest in the President:

- a) To preside over Annual General Body Meeting and Special General Body Meeting and to participate in all other activities of the Society.
- b) To preside over Managing Committee and to guide and advice the Managing Committee as well as the Secretary of the Society in day to day administration so as to achieve the aims and the objectives of the Society.
- c) The decisions of the Managing Committee shall be by majority vote and the ruling of the Managing Committee shall be final and binding on all questions raised. In case of a tie, the President shall have a right to cast additional vote.
- d) To be the spokesperson of the Society to press and public.
- e) The President shall have right to call for meeting and upon so directed the Hon. Secretary shall cause a meeting to be called either on requisition or otherwise.

## **12. RIGHTS AND DUTIES OF THE HON. SECRETARY**

The Hon. Secretary shall only be elected from among the members in the Annual General Meeting of the Society. The following powers vest in the Hon. Secretary

- a) To report to the members regarding progress made by the society during the year, activities conducted and future plans of the society.
- b) To attend all work entrusted by General Body.
- c) To call upon the General Body Meeting and call upon the Managing Committee and attend the routine official matters.
- d) To operate Bank Account/Accounts along with the authorized members of the Managing Committee.

- e) The Hon. Secretary shall convey to the Managing Committee Meeting of the Society, write minutes of the proceeding of such meeting, deal with all correspondence in respect of the affairs of the Society. He shall prepare a balance sheet, annually showing clearly every item of a receipt and expenditure. He shall be responsible to submit the Registrar of Societies all the necessary documents that should be sent under the Act and the laws for the time being in force. The Hon. Secretary shall be at liberty to expend for the purpose of the Society any sum of upto Rs.110,000/- without prior sanction of the Managing Committee. However, such expenditure shall be ratified by the Managing Committee in the immediate next meeting.
- f) To maintain minutes of all the meetings and place them before the next meeting for confirmation.
- g) To maintain various records of the Society.
- h) To issue notices of various natures which are required to be issued for the routine function of the Society.

### **13. RIGHTS AND DUTIES OF THE JOINT HON. SECRETARY**

The Joint Hon. Secretary shall be elected from among the members in the Annual General Meeting of the Society or can be a member co-opted by the Managing Committee members as per clause 10 herein. The following powers vest in the Joint Hon. Secretary

- a) Joint Hon. Secretary shall exercise powers of Hon. Secretary in his absence and assist him and shall look after the affairs of the Society.
- b) The Joint Hon. Secretary shall be at liberty to expend for the purpose of Society any sum upto Rs.50,000/- without previous sanction of the Managing Committee of the Society. However, in the next Managing Committee Meeting this expenditure shall be ratified.

#### 14. **RIGHTS AND DUTIES OF THE TREASURER and JOINT TREASURER**

The Treasurer is primarily accountable for maintaining the books of accounts and finances of the Society. The Treasurer shall only be elected from among the members in the Annual General Meeting of the Society.

The Joint Treasurer shall be elected from among the members in the Annual General Meeting of the Society or can be a member co-opted by the Managing Committee members as per clause 10 herein. The Joint Treasurer shall have the same duties and responsibilities as that of the Treasurer in his absence and assist him to look after the affairs of the Society.

The following powers vest in the Treasurer:

- a) It is the responsibility of the Treasurer to collect any money received by the Society and deposit the same in Bank Account of the Society.
- b) The Treasurer shall act under the directions of the Managing Committee. He shall receive the Membership subscription and other contributions from the public and issue receipts for the same. He shall hold and discharge the funds of the Society and shall be authorized to sign cheques jointly with the Hon. Secretary or other signatories so approved. He shall keep in his hands a cash sum up to Rs. 50,000/- at a time for current expenses.
- c) He shall be responsible to give statement of account to the managing committee as and when called upon to do so.
- d) To receive the subscription and other contribution received in the name of the Society and issue a receipt for the same.
- e) To operate Bank Account/Accounts along with the authorized members of the Managing Committee.
- f) To submit all the books of account and statement of accounts provided by Bank to the Managing Committee for its verification as and when required.
- g) To get the accounts of the society audited from the auditor appointed for the said purpose.



**15. RIGHTS AND DUTIES OF THE MEMBERS**

- a) All the members of the Society shall have right to one vote at General Body and Special General Body Meeting of the Society.
- b) All the members shall have right to inspect the books of accounts, minutes books, i.e. the proceeding of General Body Meeting and Managing Committee Meeting of the Society and Membership register of the Society on any working day in normal course of the business of society and also to obtain Xerox copies of documents, minutes of the meetings etc. by giving prior notice and payment of charges.
- c) All members of the Society shall be bound by the rules and regulations of the Society which may be framed from time to time.

**16. MANAGING COMMITTEE MEETING & REQUISITION MEETING**

- (a) Managing Committee shall consist of at least thirteen members elected from society members, Managing Committee Meetings shall be presided over by the President. Managing Committee Meetings of the Society shall be held at least once every month (i.e. twelve meetings excluding Annual General Meeting) during the financial year of the Society. Minutes of each meeting will be recorded by the Hon. Secretary of the Society properly.
- (b) DELETED.

**17. PERIOD OF MANAGING COMMITTEE AND PROCEDURE FOR ELECTION OF MANAGING COMMITTEE**

The duration of the Managing Committee is for three years from the date of election. If election of the Managing Committee is not held for choosing new managing committee, for any reason whatsoever under any circumstances, the elections of Managing Committee shall not be postponed for more than three months, in addition to extension granted under clause 7 (j) herein.

The Managing Committee of the Society shall be elected in the General Body Meeting of the Society by ballot paper, EVM, or any other method as may be decided by the President.

**18. NOTICE OF MANAGING COMMITTEE MEETING AND ITS QUORUM**

In order to hold the meeting of the Managing Committee 7 days' clear notice is required to be given to its members in advance by the office bearers of the Society. 7 days' clear notice means the number of calendar days intervening between the day of posting the notice and day of meeting.

The quorum for every Managing Committee meeting shall be 1/2 of total number of members of the Managing Committee at the time on the record of the Society, including either the President or the Secretary or the Treasurer being present for that meeting.

**19. RULES OF ELECTION OF MANAGING COMMITTEE**

The Managing Committee of the Society will be elected in the General Body Meeting of the Society called for that purpose and the elected members of the Managing Committee will elect their office bearer, i.e. President, Chairperson, Hon. Secretary, Joint Hon. Secretary or Ex-Officio Secretary, Treasurer, members etc.

The Managing Committee will afford minimum 7 days to file nominations, last date of which shall be at least 20 days before the scheduled date of General Body Meeting to be held for the purposes of election.

The Managing Committee is free to appoint a suitable Election officer from within or without the member body.

The Secretary shall handover all such nominations after verifying details therein to the Election Officer for his scrutiny.

After due process the final list of nominations shall be published on the Society's website, office and other communication platforms as deemed fit, at least 15 days in advance of the meeting scheduled for election.

**20. PROCEDURE OF FILLING THE VACANCY OF MANAGING COMMITTEE**

Any vacancy of the Managing Committee will be filled upon with the consent of all the Members of Society. In case if there is difference of opinion among the Members of the Managing Committee in such case, decision, of the majority of members of Managing Committee will be final decision. In case of any tie, the President shall have right to cast another vote which shall be decisive. These rules are subject to the provisions as laid down in clause 10 herein.

**21. RIGHTS AND DUTIES OF THE MANAGING COMMITTEE**

The Managing Committee shall have full powers and authority to do all acts, matters things and deed which may be necessary for the proper functioning of the Society activities, aims for which the Society is formed i.e. established.

- a) To look after, manage and supervise activities of Society and to spend the money required for the purposes of Society.
- b) To read and adopt the minutes of the last meeting and confirm thereof.
- c) To prepare and submit at the time of Annual General Meeting and audited statement of account and report of the previous year.
- d) To pay all rents, taxes, salaries and remunerations of the employees engaged by the Society.
- e) To fill up vacancies, to make appointments and fix/reduce salaries and to take action against the members for their default, or to do such other general work in connection with the staff of the Society as may be necessary.
- f) To organize various seminars, functions, exhibitions and lectures for furthering the objects of Society.
- g) To initiate action for safeguarding properties of the Society.
- h) To invite contributions and public participation in furthering objectives of the Society.
- i) To appoint any committee or sub-committee as and when necessary and confer such powers as the Managing Committee may deem fit and proper during the course of activities of the Society.

- j) To acquire in the name of the Society by Gift, purchase, lease or otherwise any land, building, premises for the purpose of functioning of office of the Society.
- k) To accept admission form for membership and to decide upon the acceptance or rejection of the membership.
- l) To raise money which may be required for the purpose of the Society subject to sanction of the General Body.
- m) To decide the questions relating to disqualification of membership.
- n) To expand the functions of the Society in such a manner as the Managing Committee shall consider for betterment of the Society.
- o) To do all such acts and deeds which are beneficial in the interest of the Society as per the objects specified in Memorandum of Society.
- p) To appoint and engage professionals, including but not limited to Advocates, Chartered Accounts, Tax Consultants and similar, as and when needed to manage the affairs of the Society, and to fix their salaries, remuneration, compensation, contract rates etc.
- q) To decide on Mudra Ratna Puraskar awardees and to frame guidelines and criteria from time to time as is necessary and to notify the set criteria and guidelines to the member body, in any manner it deems fit. It will be the exclusive and sole prerogative of the Managing Committee to invite, short list and award the Mudra Ratna Puraskar, however the member body will be free to nominate deserving candidates as per guidelines so defined at the time

## **22. SOURCES OF FUNDS i.e. INCOME AND ITS INVESTMENT**

The Society can raise the funds by the following sources

1. Membership fees
2. Contributions and Gifts
3. Holding fund raising events and activities.
4. Investing in Fixed Deposits in Nationalized Banks and or Sovereign Funds'

The funds of the Society besides being invested in the investment authorized by law for time being in force relating to the investment of the Society. Fund may also be invested in fixed

deposit account with a Nationalized Bank as directed by the Managing Committee. The funds will be utilized as per the objects of the Society.

**23. PROVISIONS FOR THE USE OF FUNDS AS PER OBJECT**

The funds of the Society shall be used for the fulfillment of the objectives of the Society as specified in the Memorandum of the Society.

**24. PROVISIONS FOR RAISING FUNDS AND DEPOSITS**

The Society can raise funds as decided by the Managing Committee for raising the capital of the Society and in pursuit of the objects of the Society as specified in the Memorandum of Association.

The Society can deposit surplus funds in fixed deposit in any Nationalized Bank as decided by Managing Committee.

**25. PROVISIONS REGARDING PURCHASE OF IMMOVEABLE PROPERTY**

The Society presently operating from a rental premise can purchase any property in the name of the Society as decided by Managing Committee so as to establish a permanent Registered Office for smooth functioning of the affairs of the Society.

**26. BANK ACCOUNT**

The Bank Account of the Society shall be opened in any Nationalized Bank or any Indian Scheduled Bank or any Indian Private Sector Bank and shall be operated upon jointly by any two of the following:

1. President
2. Secretary
3. Joint Hon. Secretary
4. Treasurer
5. Or any other member of the Managing Committee so empowered by it.

**27. MAINTENANCE OF LIST OF MEMBERS**

Society shall maintain a list of its members as per the Societies Registration Act in the prescribed form as per the rule 15 of the Societies Registration Maharashtra Rules, 1860 (a list of members within the Section 15 of the Societies Registration Act, 1860 in the form Schedule IV).

**28. PROCEDURE OF AMENDMENT OF RULES AND REGULATIONS**

The Rules and Regulations shall be amended altered or replaced and added at any time by simple majority of the total members present at the General Body Meeting provided a minimum quorum of 20 Life Members not including members of the Managing Committee are present for such a meeting, by previous intimation in writing of such amendments shall have been given to the members as per provisions of Societies Registration Act, 1860 under Section 12

**29. PROCEDURE OF AMENDMENT OF NAME AND OBJECTS**

The name and object of the Society shall be amended, altered and added at any time by majority of 3/5<sup>th</sup> of the total members present at the General Body Meeting provided at least 15 days clear previous intimation in writing of such amendment of the name and object shall have been given to the members of the Society as per provisions of Societies Registration Act, 1860 under Section 12 & 12(A).

**30. WINDING UP (DISSOLUTION) OF THE SOCIETY**

The Society may wind up and dissolve at any time decided at General Body Meeting of the Society. The Society is bound to give 15 days clear previous intimation to its member of the said intention of the Society to wind up or dissolve the Society forthwith or at any future date then agreed upon as per Sections 13 & 14 of the Societies Registration Act, 1860