

9. Election of Staff Representatives (contd.)

Nominations for election, each proposed by any two Club members of the staff to be represented, shall be forwarded to the Secretary 14 days before the date of the Annual General Meeting.

10. Election of General Committee

The Club shall elect a General Committee at each Annual General Meeting. The General Committee so elected shall consist of :-

- (1) The Chairman, Vice-Chairman, Secretary and Treasurer;
- (2) The nineteen staff representatives

The Senior Matron and Group Secretary shall be ex-officio members of the General Committee.

The Chairman or Vice-Chairman of the Club shall, when present, preside at all meetings of the General Committee.

Casual vacancies occurring on the General Committee shall be filled by and at the next meeting of the Committee. The General Committee shall have the right to co-opt any person.

The quorum of the General Committee shall be any eight members.

11. Functions of General Committee

The General Committee shall :

- (a) meet quarterly and at such other times as thought desirable;
- (b) in the absence of the Chairman or Vice Chairman of the Club at any meeting of the Committee, appoint a Chairman for that meeting;
- (c) receive at each regular meeting, reports from the Secretary and Treasurer and take all steps necessary to maintain the effective working order of the Club;
- (d) consider and deal with all matters of ordinary current administration and all matters affecting the interest of Club members;
- (e) advise the Kettering and District Hospital Management Committee on the day to day management of the Recreation Hall at the Kettering General Hospital;
- (f) accept all applications for membership;
- (g) have the power to terminate membership;
- (h) appoint sub-committees; such sub-committees to have power to co-opt members of the Club who may not be members of the General Committee or, with the prior

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11. Functions of General Committee (contd.)

- approval of the General Committee, any other person;
(i) fill casual vacancies occurring on the General Committee.

12. Annual General Meeting

The Annual General Meeting shall be held during the month of April. A copy of the duly audited Financial Statement of the Club shall be circulated to each member with the notice convening the Annual General Meeting, as shall be the details of any proposed alteration or rescinding of rules.

13. Special General Meetings

A special General Meeting may be called at any time within 14 days of the receipt by the Secretary of a requisition in writing signed by at least twenty full members of the Club, stating fully the reasons for such a meeting.

14. Period of Notice

Apart from the occasion of a special general meeting, not less than seven days' notice of meetings shall be given.

15. Club Funds

The funds of the Club shall be kept in the Midland Bank Limited, High Street, Kettering, and no financial liabilities shall be incurred or payments made except under a special or general authorisation of the General Committee. The Treasurer shall receive all monies payable to the Club and shall issue official receipts, as necessary.

16. Alterations to Rules

These rules shall not be altered or rescinded, except with the consent of at least two thirds of the members present and voting at the Annual General Meeting, and with the approval of the Hospital Management Committee.