

**THE  
SOUTH AFRICAN  
SOCIETY OF TEACHERS  
OF THE  
ALEXANDER TECHNIQUE**



**CONSTITUTION**

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ALEXANDER TECHNIQUE**

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*(as adopted by Resolution of the Society passed on 14 October 1997)*

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**CONSTITUTION**

*(as adopted by Resolution of the Society passed on 14 October 1997)*

**1. NAME**

The name of the Society shall be called The South African Society of Teachers of the Alexander Technique (hereinafter called "the Society").

**2. OBJECTS**

The objects for which the Society is established are:-

- (a) To teach expound and propagate the theory and practice of the Alexander Technique of Re-Education (hereinafter called "the Alexander Technique"), as outlined in the four books of F. Matthias Alexander: Man's Supreme Inheritance, Constructive Conscious Control of the Individual, The Use of the Self and The Universal Constant in Living.
- (b) To promote proficiency knowledge and skill in the field of re-education by means of the Alexander Technique and to encourage education study and research in any branches of science, medicine or practice calculated to further the interests of the Society and to organise training and educational facilities to found and finance scholarships studentships and exhibitions and to confer degrees diplomas or other distinctions or qualifications.
- (c) To establish Teachers' Training Courses in the Alexander Technique and to co-ordinate the work of such Training Courses.
- (d) To promote encourage and carry out specific projects of research into the Alexander Technique in selected fields and in particular in the fields of therapeutics education and industry and to co-ordinate such work with those of others within such fields.
- (e) To establish and maintain schools and other educational establishments for children in which the Alexander Technique will form a basis of teaching.
- (f) To promote the communication and interchange of ideas, skills and information between the Society and other societies or professional organisations of teachers of the Alexander Technique and to achieve reciprocal memberships between them.
- (g) To establish and maintain clinics where students and teachers may gain experience in teaching the Alexander Technique.
- (h) To establish and maintain standards and codes of professional conduct and integrity amongst teachers of the Alexander Technique and to

establish and enforce regulations and bye-laws for maintaining such standards and codes.

- (i) To provide facilities for the interchange of ideas and social intercourse between members of the Society and to print publish and distribute literature and publications of all kinds and to produce films for the purpose of furthering the objects of the Society and to organise participate in and guarantee and defray the expenses of any exhibitions entertainments conferences and meetings tending directly or indirectly to further the Society's objects.
- (j) To purchase take on lease or in exchange hire or otherwise acquire for the purpose of the Society any real immovable personal or movable property in any part of the world and in particular any lands buildings furniture club and household effects utensils books periodicals fittings apparatus appliances conveniences and accommodation and to sell let exchange mortgage or dispose of the same.
- (k) To receive subscriptions donations and legacies for the purpose of applying the same to any of the objects of the Society and to apply the same accordingly.
- (l) To carry out all of or any of the above objects in any part of the world.
- (m) To do all such other things as are incidental or conducive to the attainments of the above objects.

### **3. MEMBERSHIP**

The Society shall consist of:-

- A Ordinary Members
- B Student Members
- C Associate Members
- D Honorary Members

#### **A. Ordinary Members**

- (a) Any person who has attended and completed a Teacher's Training Course in the Alexander Technique approved by the Council of the Society (hereinafter called respectively "Training Course" and "the Council") shall be eligible for election as an Ordinary Member.
- (b) An application for election as an Ordinary Member shall be proposed by the Head of the Training Course concerned and seconded by an Ordinary Member.
- (c) Application for such election shall be made in manner and form determined by the Council.
- (d) An Ordinary Member shall be elected at a meeting of the Council by a majority of those present and voting thereat.

- (e) Upon election, the Council shall issue to the applicant concerned a Certificate authorising him or her to practise as a teacher of the Alexander Technique in a form approved by the Council ('Certificate').
- (f) Upon election an Ordinary Member shall pay an entrance fee and thereafter such annual subscriptions as shall from time to time be determined by the Society.
- (g) Any person who is a member in good standing of a society or professional organization of teachers of the Alexander Technique recognised by the Society ('Recognised Society') shall be eligible for election as an Ordinary Member subject to the provisions of Rule 4 (d).

**B. Student Members**

- (a) Any person who has been accepted by and is regularly attending a Training Course shall register with the Society as a Student Member.
- (b) Application for such registration shall be made in manner and form determined by the Council.
- (c) The Head of the Training Course concerned shall certify that the applicant has been so admitted and is regularly attending the Course.
- (d) A Student Member shall:-
  - (i) subject to Rule 10(g), be entitled to attend but not vote at or address any conference or meeting of the Society;
  - (ii) shall not hold any office in the Society, nor be eligible for election as a member of the Committee of the Society, nor teach or hold himself or herself out (whether by way of advertisement or otherwise) as a teacher of the Alexander Technique save under the supervision of the Head of the Training Course concerned;
  - (iii) pay such fee on registration as a Student Member and such annual subscription as shall from time to time be determined by the Council;
  - (iv) enter into an agreement governing his or her training with the Head of the Training Course concerned and the Society in a form approved by the Council;
  - (v) abide by all bye-laws, regulations and guidelines of the Society insofar as they may be applicable.

**C. Associate Members**

- (a) Any person who, in the opinion of the Council, is in sympathy with the objects of the Society or is engaged in work of interest to the Society and does not hold himself or herself out as a practising teacher of the Alexander Technique, unless he or she is a teaching member of a Recognised Society, shall be eligible for election as an Associate Member.

- (b) An applicant for election as an Associate Member shall be proposed by an Ordinary Member and the provisions of paragraphs (c) and (d) of A above and paragraph (d) (i) (ii) (iii) and (v) of B above with the word "Associate" substituted for the word "Student" therein shall apply.

#### **D. Honorary Members**

This honorary title may be offered by the Council to anyone who in its opinion has performed notable service to the Society or to the Alexander Technique.

### **4. RECOGNITION OF OTHER SOCIETIES**

- (a) The Society may recognise or affiliate with any other society or professional organisation of teachers of the Alexander Technique provided:-
  - (i) such organisation embodies similar training standards and rules of conduct and is based and has jurisdiction outside the Republic of South Africa ("South Africa");
  - (ii) the recognition of such organisation shall entail rights of reciprocal membership whereby the equivalent of ordinary members in such organisation shall be eligible to become Ordinary Members subject to the provisions of paragraph (d) below and Ordinary Members shall be eligible to become members of such organisation provided that any membership criteria determined by such organisation shall not exceed in difficulty of fulfilment the provisions of paragraph (d) below;
  - (iii) the application for recognition is supported or accompanied by such documents and information as the Council may require including in particular details of the constitution, bye-laws, and any teacher training schools approved by such organisation.
- (b) The application for recognition shall be made in manner and form determined by the Council.
- (c) The granting of recognition to any such organisation shall be passed at a meeting of the Council by a majority of at least two-thirds of the members present and voting thereon and for this purpose a quorum shall constitute not less than six members personally present thereat.
- (d) A member in good standing of a Recognised Society shall be eligible for membership as an Ordinary Member provided:-
  - (i) the applicant has taken up permanent residence in South Africa;
  - (ii) the applicant is nominated for membership by two Ordinary Members and submits a recommendation from the Secretary of the Recognised Society of which the applicant is a member in good standing;

- (iii) an applicant thus nominated shall be elected for membership as an Ordinary Member at a meeting of the Council by at least a two-thirds majority of the members present and voting thereon and for this purpose a quorum shall constitute not less than six members personally present thereat.
- (e) A Recognised Society shall cease to be recognised or affiliated to the Society if by notice in writing to the Secretary of the Society it terminates its recognition of or affiliation with the Society.
- (f) The Council may terminate the Society's recognition of or affiliation with a Recognised Society if such Society:-
  - (i) adopts any change to its constitution or bye-laws that has the result of making its standards for approval of training courses, rules of conduct, membership admission criteria, or any other rules substantially different from those in force when recognition was granted and if in the opinion of the Council such changes are to a major degree prejudicial to the interests of the Society; and
  - (ii) fails to provide adequate explanation or to rectify such changes to the satisfaction of the Council within 60 days of receipt of notice sent by the Council inviting it so to do.
- (g) Any resolution to terminate recognition of or affiliation with a Recognised Society pursuant to paragraph (f) above, shall be passed at a meeting of the Council by at least a two-thirds majority of the members present and voting thereon and for this purpose a quorum shall constitute not less than six members personally present thereat.

## 5. TRAINING COURSES

- (a) An application by an Ordinary Member to establish and conduct a Training Course will only be considered by the Council if:-
  - (i) the applicant has been a practising Ordinary Member or a member of a Recognised Society for at least seven consecutive years immediately prior to receipt of the application;
  - (ii) the applicant has had a minimum of one year's teaching experience in aggregate comprising periods of not less than three calendar months (equivalent to at least 530 class hours) on a Training Course(s) or on one approved by a Recognised Society during the four years immediately prior to receipt of the application;
  - (iii) the application is supported by a Head of a Training Course who is sufficiently familiar with the applicant's work on Training Courses to be able to recommend him or her (this would normally include the Training Course(s) where the applicant completed his or her one year's teaching experience) and by two practising

Ordinary Members, one with at least 12 consecutive years' teaching experience;

- (iv) the application is accompanied by an application of one other practising Ordinary Member with at least five consecutive years of teaching experience to run the Training Course with the applicant as his or her assistant;
  - (v) the average ratio of students to teachers on the Training Course is not more than 5:1;
  - (vi) the applications are supported or accompanied by such documents and information as the Council may require including in particular details of how the proposed Training Course is to be managed and conducted;
  - (vii) the applicant attends such meeting(s) of the Council as it may request to discuss his or her application.
- (b) An Ordinary Member who is a Head of a Training Course shall:-
- (i) procure that each trainee pupil undertakes as a condition of his or her acceptance into the Training Course concerned to apply to the Society for registration as a Student Member pursuant to Rule 3B;
  - (ii) ensure that in respect of each Student Member such course continues for at least three academic years of four terms each consisting in aggregate of not less than 1600 working hours and that each working week consists of between 12-20 hours comprising at least four days;
  - (iii) ensure the training course shall comply with SASTAT's policies relating to the moderation of students and the conduct of training courses as set out in the respective handbooks and policies.
  - (iv) subject to a yearly procedure that allows for on-going approval and which helps to identify cases where advice, help or intervention might be desirable or necessary.
  - (v) comply with all regulations and guidelines that the Council may from time to time establish concerning the general management and conduct of Training Courses.
- (c) In considering any application pursuant to paragraph (a) above the Council may in exceptional circumstances waive any of the requirements contained therein and in the event of rejection shall give reasons therefor in writing.
- (d) Any resolution of the Council accepting any applications or granting any waiver pursuant to paragraphs (a) and (c) above or establishing regulations or guidelines pursuant to paragraph (b) (iii) above, shall be invalid unless passed at a meeting of the Council by a majority of at



least two-thirds of the members present and voting thereon and for this purpose a quorum shall constitute not less than six members personally present thereat.

- (e) If, at any time, the Head of a Training Course decides to discontinue training teachers, he or she shall:-
  - (i) give written notice to that effect to the Council at least one year in advance of the proposed date of cessation insofar as it is reasonably practicable so to do;
  - (ii) give written notice to that effect to each student in that Training Course;
  - (iii) complete the training of any students then remaining in that Training Course; or
  - (iv) procure, with the approval of the Council, a suitable Ordinary Member with appropriate qualifications as a replacement Head of that Training Course; or
  - (v) ensure that those remaining students in that Training Course will be offered places on another Training Course.
- (f) The Council may withdraw its approval of a Training Course if the Head of that Training Course:-
  - (i) fails to comply with these Rules and all regulations and guidelines that the Council may from time to time establish concerning the general management and conduct of Training Courses and such failure is or would be, in the opinion of the Council, seriously prejudicial to the interests of the Society; and
  - (ii) does not provide adequate explanation for and/or remedy such failure to the satisfaction of the Council within 30 days of receipt of notice from the Council requiring the same.
- (g) The Council's approval of a Training Course will be deemed to have been withdrawn if the Head of that Training Course is found by the Professional Conduct Committee to be in serious breach of the Code of Professional Conduct and is directed by that Committee to resign or cease to be a Member of the Society or is otherwise directed or required by that Committee or the Council to terminate that Training Course.
- (h) A resolution to withdraw the Council's approval of a Training Course pursuant to the provisions of paragraphs (f) and (g) above shall be passed at a meeting of the Council by at least a two-thirds majority of the members present and voting thereon and for this purpose a quorum shall consist of not less than six members.

**6. TERMINATION OF MEMBERSHIP, FITNESS TO PRACTISE AND DISCIPLINARY PROCEEDINGS**

- (a) An Ordinary Member or an Associate Member shall cease to be a member of the Society in the case set out in sub-paragraph (i) below and at the discretion of and after proper consideration by the Council in the case set out in sub-paragraph (ii) below:-
- (i) If by notice in writing to the Secretary of the Society he or she resigns;
  - (ii) If he or she fails to pay any entrance fee or annual subscription within three months of due date despite having received notice from the Secretary to pay the same within thirty days from the posting of such notice.
- (b) (i) In the event of the Council receiving information suggesting that the fitness to practise of an Ordinary Member may be seriously impaired by virtue of illness or injury, the information shall be first considered by a sub-committee of the Council appointed for that purpose ("The Health Committee").
- (ii) If it appears from the evidence that a question does arise whether the Ordinary Member's fitness to practise is seriously impaired, the Member is then informed of this and invited to agree within 14 days to submit to examination by at least two medical examiners, chosen by the Health Committee from a panel of examiners nominated by professional bodies. The Ordinary Member may also nominate other medical practitioners to examine him or her and to report to the Health Committee on his or her fitness to practise and submit observations or other evidence in regard to this.
- (iii) Upon receipt of the reports of the medical examiners or in the event of the Ordinary Member concerned refusing to be medically examined, the Health Committee shall proceed to determine the evidence before it whether the Ordinary Member's fitness to practise is seriously impaired by virtue of illness or injury.
- (iv) The Health Committee shall then refer its determinations, together with reasons therefor, to the Council, which may after proper consideration and at its discretion:
- take no further action;
  - direct that the Ordinary Member's continued membership be conditional on his or her compliance, for a period not exceeding three years, with such requirements as the Council may think fit to impose for the protection of

members of the public or of the profession or in the interests of the Ordinary Member;

- direct that the Ordinary Member's membership of the Society be suspended for a period not exceeding twelve months;
  - direct that the Ordinary Member resign from or cease to be a member of the Society;
- (c) If an Ordinary Member is found guilty of serious professional misconduct in breach of any Code of Professional Conduct established under this Constitution and pursuant to disciplinary proceedings set out in regulations established hereunder, he or she may be required to resign from the membership of the Society or otherwise be subject to any remedy or sanction set out in such regulations.
- (d) For the purpose of disciplinary proceedings referred to in paragraph (c) above a Professional Conduct Committee shall be established and shall consist of five (5) members, the Chairperson of which shall be the then Chairperson of the Society. One such member shall be a lay member with appropriate qualifications and professional standing. The Council shall nominate a sufficient number of Ordinary Members and/or one lay member for election to the Committee. In addition any two Ordinary Members of the Society may propose any other candidates by notice in writing to the Secretary to be received not later than *28 days* before the date of the Annual Conference. Balloting and election shall be conducted in accordance with Rule 10. Upon the conclusion of the second Annual Conference following the election of the first Committee members and thereafter upon the conclusion of the Annual Conference in each year two members of the Committee (other than the Chairperson) shall retire namely those who have been longest in office since their last election, but as between those who became members on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.

A retiring Committee member shall be eligible for re-election. Casual vacancies may be filled by the Council and persons so appointed shall hold office until the conclusion of the next Annual Conference.

A decision to expel a Member shall be by unanimous vote. A quorum shall consist of four Members, one of whom shall be the lay person.

- (e) Upon retiring or ceasing to be a Member of the Society, such person shall forfeit all right to and claim upon the Society and its property and funds and shall thereupon cease to hold any office in the Society.

## 7. MANAGEMENT

- (a) The general management and administration of the affairs of the Society shall be entrusted to the Officers and Committee who together with past Chairpersons shall form the Council of the Society.
- (b) The Officers shall consist of the Chairperson for the time being of the Council, a Treasurer and a Secretary. The Committee shall consist of six Ordinary Members and such members as may be co-opted by the Council pursuant to paragraph (g) below.
- (c) All Officers and members of the Committee (apart from those co-opted by the Council) shall be elected from among the Ordinary Members at the Annual Conference.
- (d) Officers shall hold office until the conclusion of the second Annual Conference following their election. Past Chairpersons shall retain membership of the Council until the conclusion of the fourth Annual Conference following their retirement from office. Upon the conclusion of the Annual Conference in each year one third of the members of the Committee shall retire, namely, those who have been longest in office since their last election, but as between those who became members on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.
- (e) A retiring Officer, past Chairperson and member of the Committee shall be eligible for re-election to the Council.
- (f) Casual vacancies on the Council may be filled by the Council and persons so appointed shall hold office until the conclusion of the next Annual Conference.
- (g) The Council may during each term of office co-opt not more than six persons being Ordinary Members. Every co-opted member of the Council shall hold office until the conclusion of the Annual Conference next following his co-option and if for any reason he shall before such Annual Conference cease to be a member of the Council a casual vacancy of the Council shall be deemed to arise.
- (h) The Council may meet for the despatch of business, adjourn and otherwise regulate its meetings as it thinks fit. Questions arising at any meeting shall be decided by a majority of votes. In case of an equality of votes the Chairperson shall have a second or casting vote. A Council member may, and the Secretary on the requisition of a member shall, at any time summon a meeting of the Council. Each Council Member shall give the Secretary an address to which notice of Council meetings may be sent.

- (i) The quorum necessary for the transaction of the business of the Council shall, unless otherwise herein provided, be three members personally present.
- (j) The Council may from time to time appoint from among their number such sub-committees as they may deem necessary or expedient and may depute or refer to them such of the powers and duties of the Council as the Council may determine. Such sub-committees shall periodically report their proceedings to the Council and shall conduct their business in accordance with the directions of the Council.
- (k) The Council shall from time to time make repeal and amend all such by-laws and regulations (not inconsistent with these Rules) as it shall think expedient for the internal management and well-being of the Society. All bye-laws and regulations made by the Council under this Rule shall be binding upon Members until repealed by the Council or set aside by a resolution of a General Meeting of the Society.
- (l) The Council shall have power to appoint pay and dismiss an executive secretary and a librarian and such other employees as it may deem necessary.
- (m) If at any time the Society at an Annual or Special Conference or Meeting shall pass a resolution authorising the Council to borrow money the Council shall thereupon be empowered to borrow for the purposes of the Society such amount of money either at one time or from time to time and at such rate of interest and in such form and manner and upon such security as shall be specified in such resolution. All Ordinary Members whether voting on such resolution or not and all persons becoming Ordinary Members after the passing of such resolution shall be deemed to have assented to the same as if they had voted in favour of such resolution, but no Ordinary Member shall be personally liable for the repayment of any such borrowing.
- (n) The Financial Year of the Society shall end of the 30th day of April in each year. At the end of the Financial Year the Council shall cause to be prepared a statement of accounts and Balance Sheet duly audited and certified and a report of the activities of the Society for its last Financial Year.

## **8. TRUSTEES**

- (a) There shall not be less than two Trustees of the Society. The property of the Society (other than money which the Council shall deem necessary for the current purposes of the Society) shall be vested in the Trustees to be dealt with by them as the Council shall from time to time direct by resolution (of which the signed Minute in the Minute Book shall be conclusive evidence). The Trustees shall be indemnified against risk or expense out of the property of the Society. The Trustees

shall hold office until death or resignation or until removed from office by resolution of the Council. The Council may nominate any person or persons as new or additional Trustee or Trustees.

- (b) Until otherwise directed by the Council the Trustees shall invest any net proceeds of sale of any of the property of the Society or other money received by them in the names of the Trustees in or upon any of the securities which for the time being are securities in which Trustees are authorised by law to invest or in any of the following securities:-
  - (i) any Bonds, Debentures, Debenture Stock, or Preference Stock or Shares (which have been quoted on the Johannesburg Stock Exchange for not less than 10 years) of any Public Company incorporated in South Africa;
  - (ii) Bonds, Stocks, Debentures or other securities of any municipal or local body or authority in South Africa not including bonds to bearer;
  - (iii) the shares or deposits of any Building Society registered in South Africa.

## 9. AUDITORS

- (a) The Society shall at each Annual Conference appoint an auditor to hold office from the conclusion of that Conference until the conclusion of the next Annual Conference.
- (b) At any Annual Conference a retiring auditor however appointed shall be re-appointed without any resolution being passed unless:-
  - (i) he is not qualified for re-appointment; or
  - (ii) a resolution has been passed at that Conference appointing somebody else instead of him; or
  - (iii) he has given the Society notice in writing of his unwillingness to be re-appointed.
- (c) The Council may fill any casual vacancy in the office of the auditor but while any such vacancy continues the surviving or continuing auditor or auditors, if any, may continue to act.
- (d) The remuneration of the auditors shall be fixed by the Society at the Annual Conference or in such manner as the Society in Annual Conference may determine.
- (e) Notice in writing shall be given to the office of the Society not later than *28 days* before the date of the Annual Conference, of the intention of any member to propose a resolution at the Annual Conference for the appointment of an auditor other than the retiring auditor. On receipt of such notice the Secretary shall forthwith send a copy thereof to the retiring auditor.

- (f) A person shall not be qualified for appointment as auditor of the Society unless:-
- (i) he is a member of a body of accountants established in South Africa; and
  - (ii) he is not an officer or employee or trustee or member of the Council or the Society; and
  - (iii) he is not a partner or in the employment of an officer or employee or trustee or member of the Council or the Society.
- (g) The auditors shall make a report to the Members of the Society on the accounts examined by them and on every Balance Sheet and on every Income and Expenditure Account laid before the Society in Annual Conference and such report shall be read before the Society in Annual Conference and shall be open to inspection by any Member. The report of the auditors shall state:-
- (i) whether they have obtained all the information and explanations which to the best of their knowledge and belief were necessary for the purposes of their audit;
  - (ii) whether in their opinion proper books of account have been kept by the Society so far as appears from the examination of those books;
  - (iii) whether the Society's Balance Sheet and Income and Expenditure Account dealt with by the report are in agreement with the books of account;
  - (iv) whether in their opinion and to the best of their information and according to the explanations given them the said accounts give a true and fair view:-
    - (a) in the case of the Balance Sheet of the state of the Society's affairs at the end of its financial year, and
    - (b) in the case of the Income and Expenditure Account of the income and expenditure for its financial year.
- (h) Every auditor of the Society shall have the right to access at all times to all the books and accounts and vouchers of the Society, and shall be entitled to require from the Officers of the Society such information and explanations as he thinks necessary for the performance of his duties.
- (i) The auditors of the Society shall be entitled to attend any Annual or Special Conference or meeting of the Society and to receive notices of the convening of any such Conference and to be heard at any such Conference which they attend on any part of the business of the

Conference which concerns them as auditors or which concerns the continuance or otherwise of their appointment.

## 10. ANNUAL CONFERENCE

- (a) The Annual General Meeting of the Society to be known as the Annual Conference shall be held within three months next following the end of each Financial Year upon a date and a place to be appointed by the Council. The nature of the business to be transacted by and the rights of representation and procedure at the Annual Conference and general conduct thereof shall be as prescribed by this Constitution and by any standing rules made for the purpose by the Council.
- (b) Any member desirous of moving any resolution at the Annual Conference shall give notice thereof in writing to the Secretary not less than forty-two (42) days before the date of such meeting. Twenty-eight (28) days at least before the Annual Conference a notice of such Conference and of the business to be transacted thereat shall be sent to every member together with a copy of the Balance Sheet and Accounts and together also with a list of the persons who have been proposed for the Offices and for the Committee for which election is to be made at the Annual Conference as hereinafter mentioned. Such notice shall also state that an Ordinary Member is entitled to appoint a proxy (being an Ordinary Member) to attend and, on a poll, vote instead of him, subject to (i) below. Amendments to published motions shall reach the Chairperson at least two (2) days before the date of the Annual Conference. Amendments received after such time will only be accepted at the discretion of the Chairperson.
- (c) The Council shall nominate a sufficient number of Ordinary Members for election to the Offices and to the Committee. In addition any two Ordinary Members of the Society may propose any other candidate or candidates by notice in writing to the Secretary to be received not later than twenty-eight (28) days before the date of the Conference. Balloting lists shall be prepared containing in alphabetical order all the names thus obtained detailing (where relevant) attendances at Council Meetings and distinguishing candidates proposed by the Council and showing the names of the proposers of the candidates.
- (d) Every Ordinary Member shall be entitled to vote for as many candidates as there are vacancies to be filled and no more. The candidates up to the number of vacancies who shall receive most votes shall be declared elected and in the case of two or more candidates receiving an equal number of votes the Chairperson of the Conference shall have a second or casting vote.



- (e) The business of the Annual Conference shall include:-
  - (i) The receiving from the Council of a report and Balance Sheet as at the end of the financial year immediately preceding the Conference and Income and Expenditure Account for the year ended on that date.
  - (ii) The election of the Officers and Committee.
  - (iii) The appointment of the auditors.
  - (iv) The consideration of any motions which may be duly submitted to the Annual Conference as hereinbefore provided.
  - (v) Any other business duly placed before the Conference
  - (vi) Any motion of an emergency nature accepted by the Chairperson of the Conference.
- (f) The Chairperson of the Conference shall be the Chairperson for the time being of the Council and in his absence shall be such person as shall be nominated for the purpose by the Officers of the Society.
- (g) All Members of the Society shall be entitled to attend and the Council may invite such persons as it thinks fit to attend as visitors and the Chairperson may invite any person attending the Conference whether as Member or visitor to address the Conference.
- (h) On a show of hands every Ordinary Member present in person shall have one vote and on a poll every Ordinary Member whether present in person or by proxy shall have one vote.
- (i) In the following circumstances, namely, overseas membership, illness, holiday, residence 120 kilometres beyond the location of any General or Special Meeting of the Society or special circumstances beyond a Member's control but at the discretion of the Chairperson an Ordinary Member shall be entitled to appoint another person (being an Ordinary Member) as his proxy to attend and vote instead of him. An instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances admit:-

"THE SOUTH AFRICAN SOCIETY OF  
TEACHERS OF THE ALEXANDER TECHNIQUE"

I being an Ordinary Member of the Society, hereby appoint, \_\_\_\_\_, or failing him, \_\_\_\_\_, both being Ordinary Members of the Society, as my proxy to vote for me on my behalf at the Annual/Special Conference of the Society to be held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, and at any adjournment thereof.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

This form is to be used •in favour of/against the resolution.  
Unless otherwise instructed, the proxy will vote as he thinks fit.  
•Strike out whichever is not desired or alter as appropriate where there are several resolutions."

- (j) A quorum shall be not less than one third of the number of Ordinary Members resident in South Africa.
- (k) At any Annual Conference of the Society and save as provided in Rule 11, a resolution put to vote shall be decided by simple majority and on a show of hands, unless a poll is previously demanded by the Chairperson or by at least six Ordinary Members present in person or by proxy. Unless a poll is so demanded a declaration by the Chairperson that a resolution has on a show of hands been carried and an entry to that effect in the minutes of such Conference shall be conclusive evidence of the fact. If a poll is duly demanded it shall be taken in such a manner as the Chairperson directs and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
- (l) In the case of an equality of votes, whether on a show of hands or on a poll, the Chairperson shall be entitled to a second or casting vote.

**11. SPECIAL CONFERENCE**

- (a) A Special General Meeting of the Society to be known as a Special Conference may be called whenever the Council deems the same to be necessary and shall be called on the requisition in writing of at least 10 Ordinary Members or one third of the number of Ordinary Members resident in South Africa.

- (b) A requisitioned Conference shall be called for a date not later than six weeks after the receipt of the requisition. Notice of the matters to be discussed or the motions to be moved at the Special Conference shall be given by the members requiring the calling of the Special Conference in the requisition to the Council and in every case not less than twenty-eight days' notice shall be given by the Secretary of the Society to the members of the convening of the Special Conference and of the agenda thereof. Subject to paragraph (c) below, such notice shall also state that an Ordinary Member is entitled to appoint a proxy (being an Ordinary Member) to attend and, on a poll, to vote instead of him.
- (c) The provisions of paragraphs (f) to (l) inclusive of Rule 10 shall, with appropriate modifications, apply to Special Conferences.

**12. AMENDMENT OF CONSTITUTION**

These Rules may be added to, repealed or amended by resolution at the Annual Conference or any Special Conference provided that no such resolution shall be proposed or submitted unless there be then present not less than one third of the number of Ordinary Members resident in South Africa and no resolution shall be deemed to have been passed unless it is carried by a majority of at least two-thirds of the Ordinary Members voting thereon whether in person or by proxy.

**13. DISSOLUTION**

If at any Annual Conference or Special Conference a resolution for the dissolution of the Society shall be passed by a majority of the Ordinary Members voting thereon, whether in person or by proxy, and such resolution shall at a Special Conference held not less than one month thereafter at which not less than one half of the Ordinary Members shall be present, to be confirmed by resolution passed by a majority of two-thirds of the members voting thereon, whether in person or by proxy, the Council shall thereupon or at such future date as shall be specified in such resolution proceed to realise the property of the Society and after the discharge of all liabilities shall divide the same equally among all Ordinary Members and upon the completion of such division the Society shall be dissolved.

**14. RIGHTS PERSONAL**

The rights of members shall be personal and not transferable and shall cease upon death.

## AMENDMENTS