



BENHAZI EUROPEAN SCHOOL ALUMNI ASSOCIATION CONSTITUTION

1. NAME

The name of this Organisation shall be “The Benghazi European School Alumni Association” (“Association”).

2. MISSION

- i. The mission of the Association at all times shall be to serve the Benghazi European School (“School”), maintain and stimulate interest in the School, and assist in raising funds for the School.
- ii. The Association is a non-profit organisation, created for educational purposes.
- iii. In the event of the disintegration of the Board of Governors, the Executive Committee (“Committee”) might be requested to step in and temporarily in lieu of the Board of Governors, on the terms **previously** agreed upon by both the Board and the Committee.

3. OBJECTIVES

The objectives of the Organisation, among others, shall be:

- i. To appoint/ replace/ act as a Board of Governors for a period of one year, in the event of the disintegration of the Board of Governors for any reason, in accordance with procedures outlined in the School’s Constitution.
- ii. To promote a beneficial relationship between the school and its alumni, friends, and other interested persons, in Libya and abroad, for academic, professional and social reasons.
- iii. To provide the members of the Association, with opportunities for enjoyable social occasions, professional networking, and intellectual stimulation.
- iv. To enhance awareness of the school both in Libya and abroad, raise the profile of the Association within the community of Benghazi, and to promote, advance and protect the academic reputation of the school.

- v. To provide a Bursary Fund to assist, financial or other, in the education and advancement of a child or children of a former student. This Bursary Fund shall be called the “Philip and Angela Memorial Fund”.
- vi. To promote any other objective and perform any other activity that is consistent with the above stated objectives and interests of the school.

4. MEMBERSHIP

The Association will be composed of both full and honorary members.

- i. All former students of the school (from Year 7 to Year 13) shall be eligible for full membership of the Association, as long as they have completed at least two years of study at the School. Full members enjoy full voting rights as well as the right to run in elections.
- ii. Both current and former Governors and staff members of the school shall be eligible to become honorary members of the Association and can support the Subcommittees and other activities determined by the Executive Committee.
- iii. The Association’s Executive Committee shall have the power to award Honorary Life Membership of the Association in recognition of services to the School or the Association at the Annual General Meeting (“AGM”).¹
- iv. Former pupils of the Greek Community School of Benghazi shall be eligible to become members honorary members of the Association. Such membership shall confer no rights or privileges, except the right to attend Association functions and AGMs and Extraordinary General Meetings (“EGMs”), as observers.

5. EXECUTIVE COMMITTEE

- i. The Executive Committee (“Committee”), the group comprised of eight members, including:
 - President
 - Vice President
 - Immediate Past President
 - Immediate Past Vice President
 - Secretary
 - Treasurer
 - Two ordinary members (one male, one female)

¹ AGMs will be convened online.

- ii. The Members of the Committee are elected at the AGM, to be held annually at the end of May: they serve a term of three years and be eligible for re-election for a maximum of two consecutive terms.
- iii. The election of the Committee members will be effective immediately and will be reported back to the School via the School's Director or Chairman of the Board of Governors.
- iv. Two Committee members must reside in Libya for the duration of their term.
- v. On the resignation of a Committee member, the remaining members may replace that individual with another or call an EGM to fill the vacancy by election.

6. RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE

- i. To be in charge of, responsible for, and have the final authority for the day-to-day and long-term operation of the Association, including financial and general management.
- ii. To organise the AGM and issue invitations to members, at least three weeks before the meeting.
- iii. To encourage active participation by all members of the Association.

7. MEETINGS OF THE EXECUTIVE COMMITTEE

The Executive Committee shall meet annually once a quarter, virtually or otherwise. An extraordinary or emergency Executive Committee meeting at short notice must be held on the written request by at least four Committee members.

8. EXPENSES

The Committee may reimburse, any reasonable travelling expenses and/or administrative expenses of the Executive Committee, where possible, out of the current account.

9. SUB-COMMITTEES

The Executive Committee shall have the power to appoint sub-committees and form such sections of the Association, as they may consider necessary in the interest of the Association.

10. ANNUAL GENERAL MEETING

- i) The Annual General Meeting of the Association shall be held each year by the end of May, unless otherwise agreed upon in writing by the majority.

- ii) The Executive Committee may summon an EGM at any time. An EGM can only be held on a written demand, signed by at least fifteen members of the Association.

11. NOTICE OF AGM

The Secretary must give written notice to all members of at least one month, of the AGM or of any EGM.

12. QUORUM

- i) Fifteen members shall form a quorum at the AGM.
- ii) Five members of the Executive Committee shall form a quorum at Executive Committee Meetings.

13. ELECTION OF PRESIDENT

The elected AGM President holds the office for three years and is eligible for re-election for a maximum of two terms, unless agreed upon otherwise at the AGM.

14. TREASURER AND SECRETARY

The Treasurer and the Secretary are elected for three years, is eligible for re-election and holds the office for a maximum of two terms, unless agreed upon otherwise at the AGM.

15. REPORTS

- i) The Secretary shall present a report of the activities of the Association for the past year at each AGM.
- i) The Treasurer shall submit an audited statement of accounts for the year at the end of each AGM.

16. SUBSCRIPTIONS

- i) All members of the Association must pay a registration fee of the equivalent of 20 Euros in either USD/LYD/EUR by wire transfer to the account indicated by the Committee, as amended from time to time ("Registration Fee").
- ii) Members are asked to provide a contribution to the Association in the form of an annual subscription as determined by the Committee ("Annual Subscription").²
- ii) Any changes in the Annual Subscription to the Association is agreed at the AGM.

²

- ii) All Annual Subscriptions are payable on or before 31st December of each year.

20. REGISTER

- i) The name and contact details of each member received at registration upon payment of the Registration Fee is recorded and kept by the Secretary of the Association.
- ii) An up-to-date membership list is made available and provided to each Executive Committee member, upon request. All the Executive Committee members must maintain compliance with the privacy policy of the Association, school policies and procedures, within the terms and conditions of relevant data protection legislation in force.
- iii) Any member of the Association with an active email address is included on the register of voters and given permission to be contacted by the Association, unless he/she elects to opt-out by way of contacting the Secretary of the Association.

21. ALTERATION OF THE CONSTITUTION

- i) The Constitution of the Association may be altered, amended, or otherwise changed by a resolution carried by at least two thirds majority of the members voting, either in person or online, at the AGM or EGM. Such resolution must have been proposed, seconded and forwarded in writing for consideration at the AGM and must be received by 1st April.
- ii) The members of the Association should be given at least one month notice of such a resolution.

22. COPY OF THE CONSTITUTION

A copy of the constitution of the Association shall be sent to each Association member upon request.

The Constitution of The Benghazi European School Alumni Association has been created by the following members of the Alumni Association:

- Lujane Benamer
- Soliman ElRayes
- Nouran Ragrag
- Harry Sayannos
- Nadine Bubteina
- Omar Bunkheila

The Constitution of The Benghazi European School Alumni Association has been approved by the Board of The Benghazi European School on the 25th of February 2024.