

MEMORANDUM OF THE SOCIETY

1) **NAME OF THE SOCIETY**

THE PROPOSED SOCIETY WILL BE CALLED AS “**MAI MARATHI SANSTHA**”.
THE TERM “SOCIETY” WILL NOT BE USED IN THE NOMENCLATURE.

LOGO

THE LOGO OF THE SOCIETY WOULD BE AS PER ANNEXURE – A

2) **ADDRESS OF THE REGISTERED OFFICE OF THE SOCIETY**

THE ADDRESS OF THE SOCIETY WOULD BE

22/1715, Old MHB Colony, Gorai Road, Borivali (w), Mumbai – 91
Administrative Office Address : Aakar Arcade, Seagull CHS, Dadisheth Road,
Opp Bombay Talkies Compound, Malad (w), Mumbai

3) **OBJECTIVES OF THE SOCIETY**

- i) To foster a spirit of mutual help and goodwill among the Marathi people in general, and the members of the SOCIETY in particular, thereby, promoting communal harmony and national integration.
- ii) To motivate youths to opt for self employment by imparting skill oriented training.
- iii) To undertake all such other lawful acts, deeds or things including Education, Awareness, Sports and Cultural activities as are incidental or conducive to the attainment of any or all of the above objects including the general welfare of the Marathi people and their families..
- iv) To spread moral value and cultural amongst childrens & youths.
- v) To spread awareness amongst Marathi populace about latest developments in various sectors.
- vi) To create a network of Marathi people through forward and backward linkages, thereby unite the Marathi Society
- vii) To assist and promote and conduct programmes aimed spreading e-literacy amongst Marathi Youths.
- viii) To prepare, print and public papers, periodicals, monographs and books, in furtherance of
- ix) To assist in generation of employment opportunities for Marathi youths.
- x) The SOCIETY shall, however, desist/refrain from taking part directly or indirectly in any political or anti-government activities or associating with anti-national. The SOCIETY shall not bring any political or other outside influence to bear upon any authority in connection with the affairs thereof.
- xi) Any other objective as may be determined by the Board of Management for the furtherance of Marathi Cause.

4. The names, address and designation of present members of the Executive Committee (or Governing Body) are –

The society “**Mai Marathi Sanstha**” shall have a Board of Management with the following members –

Sl	Name in full	Address, Occupation & Designation	Designation	Signature
1	Bhushan Paithankar	Chartered Accountant, Malad, Mumbai	President	
2	Avdhut Kamat	Software Engineer, Borivli	Vice-President	
3	Vijay Joshi	Govt Service, Dombivli	Secretary	
4	Seema Shelar	Shipping Co., Mumbai Central	Treasurer	
5	Kshama Keer	Insurance Sector, Parel	Member	
6	Abhimanyu Baste	Badminton Coach, Dombivli	Member	
7	Ashok Patil	Mumbai Univeristy, Bhayendar	Member	
8	Ms. Leena Kalgutkar	Telecom Sector, Virar	Member	
9	Vikas Pisal	IT Sector, Vikhroli	Member	

RULES AND REGULATIONS OF THE SOCIETY

- 1) **Official Year**
The official year shall be the financial year i.e., from 1st April to 31st March.

- 2) **MEMBERSHIP**
Only Marathi people would be eligible for Membership. The Membership of the Society will be of two type.
Nominal Membership - Rs.100/- with no voting rights. Every Member would be initially admitted as a nominal member. Depending upon his performance, he would be allowed Annual Membership.
Annual Membership – Rs.250/- with voting rights.
Associate Membership – Rs.250/- with no voting rights. Members from Non-Marathi Community would be admitted.

- 3) **ADMISSION FEES AND SUBSCRIPTION**
 - (a) Every person admitted as member shall have to pay an admission fee of Rs.25/- at the time of enrolment and also subscription (annually) as laid down by the SOCIETY in their Constitution, in advance. Proper receipts will be issued to the members in token of having received the enrolment fee and the subscription. The signatures of the members shall be obtained on the office copy/counterfoil of the receipt book in token of his having received the receipt. The membership shall cease automatically if the same is not renewed within one month of the beginning of the next official year. In such cases, membership can be revived only after payment of all arrears on account of subscription or other dues outstanding against the member plus a nominal fine as may be prescribed by the Board of Management.
 - (b) The Managing Committee shall have the right to raise funds as and when necessary and charge additional subscription from members for any, events, activity or function of the SOCIETY with the approval of the Board of Management.
 - (c) The affairs of the SOCIETY shall be managed by a Managing Committee consisting of the following office-bearers :-
 1. President - (01 post)
 2. Vice-President - (01 post)

3. Secretary - (01 post)
4. Jt.Secretary - (01 post)
5. Treasurer - (01 post)
6. Member - (05 post)

- d) The office-bearers and members of the Managing Committee shall hold office for five years. However, they shall continue until fresh elections are held and results declared by the 30th of April, of that year whichever is earlier.
- e) The committee shall meet once a month. A notice of 3 (three) days shall be necessary to call an ordinary meeting whereas no notice shall be necessary for an emergent meeting.
- f) The quorum for ordinary meetings of the Managing Committee shall be 1/3^d of the total membership thereof whereas no quorum shall be necessary for an emergent meeting. Any member who does not attend three meetings of the Managing Committee consecutively without permission (from the President or the Vice-President in the case of President himself) shall be removed from the Managing Committee and would be informed in writing. Such action of the Managing Committee would be got ratified by the General Body.
- g) Every member present and voting in the Managing Committee shall have one vote provided in the case of equal division of votes, the President shall have casting vote.
- h) The Board of Management shall be responsible for the day-to-day management of the affairs of the SOCIETY and shall have the power to incur expenditure within the funds available with the SOCIETY for conducting the activities of the SOCIETY. It shall not go in debts or take loans for conducting its activities.
- i) The Managing Committee or the Board of Management shall appoint the Returning Officer while Voting. **Only Regular Member will be eligible to be a Returning Officer**

- j) The committee shall have the right to accept or reject the resignation(s) of office bearers/members and to make appointment to fill vacancies caused either due to resignation or any other reasons, as under :-
- (i) From amongst the elected Member of the Managing Committee to fill the vacancies of officer bearers.
 - (ii) From amongst the 'regular' members of the SOCIETY to fill the vacancies of Members of Managing Committee. The Managing Committee can fill the vacancies for the remaining part of the term thereof subject to the condition that the total vacancies (to be filled) do not exceed or constitute 2/3rd of the total posts of the Managing Committee during the Block year.
 - iii) All Sub-Committees shall function and act under the control of the Board of Management. The Board of Management shall have the power to set up ad-hoc Committee or sub-Committee, to delegate powers to them as deemed necessary / dissolve them. The committee shall have the right to co-opt residents of the area (Regular or Associate Members) for such specific purpose or purposes, as it may deem fit. The Board of Management shall have power to accept or reject the recommendations of the Sub-Committee.
 - iv) Any office-bearers/Member of the Managing Committee if directly/indirectly involved in political activity, misusing the funds, reputation or name of the Society, involved in some financial fraud, may be removed from the Board of Management.

V. DUTIES, POWERS AND RESPONSIBILITIES OF OFFICE BEARERS OF THE COMMITTEE :

1) PRESIDENT

He shall preside over the meetings of the General Body/Managing Committee and exercise general supervision over the activities of the SOCIETY. He may dispose of such important and urgent matter which for want of time cannot be put up to the Managing Committee and report the same in the next meeting of the

Managing committee. He may also authorise expenditure up to Rs.750/- expenditure so incurred should be got approved by the Managing Committee at its next meeting. He would be treated as 'Head' of the SOCIETY. In the event of resignation by any office bearer/member the President shall arrange to convene a meeting of the Managing Committee within a week of receipt of resignation.

2) VICE-PRESIDENT

He shall carry out such duties as may be assigned to him from time to time by the President. In the absence of the President, he shall assume the duties and powers of the President.

3) SECRETARY

He shall (i) maintain a register containing the names and addresses of the members of the SOCIETY, (ii) issue notice of the meetings in consultation with the President and record the minutes of the meetings, (iii) be responsible to the Managing Committee for all activities of the SOCIETY and will conduct correspondence on behalf of the SOCIETY, (iv) have authority to incur expenditure not exceeding Rs. 500/- in anticipation of formal sanction, such expenditure being reported to the Managing Committee for approval at its next meeting, (v) submit a report on the working of SOCIETY for the preceding year at the Annual General meeting and (vi) execute contracts on behalf of the SOCIETY as and when authorised to do so by the Managing Committee, (vii) keep all the records (excluding cash and accounts) of the correspondence with him.

4) TREASURER

He shall (i) be responsible for making all collections and receive cash and give receipts thereof on behalf of the SOCIETY and be responsible for the proper maintenance of SOCIETY Accounts, (ii) keep regular accounts of money received and disbursed and be

responsible for the proper maintenance of the accounts book and other Registers of the SOCIETY and for this purpose, he shall post all the receipts of income & expenditure regularly in the Cash Book and put it up for information of the Managing Committee in its next meeting. (iii) work as Financial Adviser to the President/ Secretary of the SOCIETY, (iv) **keep cash in hand up to Rs.100/- only** and to deposit excess funds, if any, in the Bank (v) prepare an annual statement of accounts at the end of the financial year and after approval of the Managing Committee, submit it to the Annual General Body meeting, duly audited (along with the Auditor's report and replies thereto, if any).

VIII. GENERAL BODY

- (a) The General Body shall consist of all members of the SOCIETY and the final authority of the SOCIETY shall vest in it.
- (b) The rights and privileges of the General body shall be:-
 - (i) To elect the Managing Committee, including office-bearers and members latest by the end of April in every block of two years;
 - (ii) To remove any office-bearer/member of the Managing/Executive Committee/member of the SOCIETY
 - (iii) To pass the accounts of the previous year and consider the Auditor's report and Annual report.
 - (iv) To approve the programmes of activities of the SOCIETY for the ensuing year.
 - (v) To consider and decide about the winding up of the SOCIETY and disposal of its assets and liabilities .
 - (vii) To discuss any other item with then permission of the Chair.

IX. ELECTIONS

- (a) The list of Regular and Associate members as on 31st March should be displayed within a week from 1st April and finalised after 7 clear days of such display/notification by considering representation for rectification of errors, if any. In any case, the final voters list should be published latest by 15th April.
- (b) All Office Bearers and Members of the Managing/Executive Committee shall be elected in the General Elections to be held by secret ballots. The date of elections, which should be on or before 30th April, shall be decided by the Managing Committee. The terms of the elected Office-Bearers and Members shall be TWO YEARS (BLOCK OF TWO FINANCIAL YEARS). The Managing Committee shall cease to exist on the 1st May of the year when the elections are due or till the new Committee is declared elected whichever is earlier.

- (c) Members (including Associate Members), whose subscription and other dues are not in arrears up to 31st of March of the year preceding the election year, shall be eligible to vote. Thus, only eligible residents who become member/associate member of the SOCIETY by 31st March of a year shall be eligible to vote and/or contest elections, as the case may be during the next financial year.
- (d) Every member present and voting shall have one vote.
- (e) Voting shall be by **SECRET BALLOT**.
- (f) Elections shall be conducted by the Returning Officer who will be appointed in accordance with para 3(i). An Observer will also be appointed by the Board of Management. The Returning Officer would be given copies of voters' list (clearly indicating the voter number) on his appointment along with necessary material i.e., stationery/blank nomination forms/requisite Funds etc. for carrying out activities connected with the conducting of the elections. The Returning Officer would be given full assistance and co-operation by the Managing Committee/Members for smooth conduct of the elections. Nomination forms, duly proposed, seconded and accepted by the contestant member for a particular office, shall be received by the Returning Officer by a certain date and time fixed by the Managing Committee which should be at least 7 clear days before the date fixed for the meeting of the General Body/holding of the elections . No person can hold more than one office at a time of two blocks and, therefore, will be eligible to contest only for one office.
- (g) An elector shall be entitled to propose or second only one nomination paper. In case he/she has proposed one nomination paper and also seconded another nomination paper, in that case both the nominations would be invalid.
- (h) No elector shall propose or second a nomination paper for an office for which he himself is a candidate. If an elector has already proposed or seconded a nomination paper for an office, his own subsequent nomination for such an office will be inoperative.
- (i) All the members of the SOCIETY, who are eligible to vote in the elections to elect the office-bearers/Members of the Managing/Executive

Committee, will be informed through wide publicity of the programme of election, as noted at (f) above, well in time in writing. While intimating them, they should be advised to bring their Identity Cards and allotment letters/electricity bills in their name and any other valid documents with them to substantiate the validity of their membership at the time the elections are held.

- (j) In case of any dispute arising in the matter of Election process or Election Results, the Observer will submit a report to the Managing Committee for a decision, whose decision shall be binding upon the SOCIETY. Provided that after the declaration of the Election Results of an SOCIETY.

A. ORDINARY MEETING OF THE GENERAL BODY

- (1) The quorum for the General Body meeting shall be 1/4th of the total number of members on roll.
- (2) A notice of at least 14 days shall be given in writing for convening an ordinary meeting of the General Body.
- (3) A meeting for want of quorum may be adjourned by the President/Presiding Officer and no quorum shall be necessary for such an adjourned meeting when reconvened
- (4) Meeting of the General Body of the SOCIETY shall be held at least once every year within a period of two months of the completion of the financial year i.e., before the **31st of May**. Annual Report, Annual Accounts for the previous financial year and general plan/programmes for the next financial year would be approved/decided in these meetings.
- (5) A special meeting of the General Body may be held either at the instance of the President of the SOCIETY or on a requisition signed by at least 1/5th of the total number of members to discuss specific matters to be stated in writing. The quorum for such meetings shall be at least **1/5th** of the total .number of members on rolls of the SOCIETY present in person.

B. EXTRAORDINARY MEETING OF THE GENERAL BODY

(1) Matters pertaining to the removal of office-bearers including members and/or the removal of any members of the SOCIETY and appeals against the decisions of Managing Committee shall require **2/3rd** majority of the members present and voting. The quorum for such meetings shall be **1/3rd** of the total members on roll.

(2) A 'NO CONFIDENCE MOTION' against the Managing Committee shall be considered only if at least 1/3rd of the total members on roll put such a motion in writing and a meeting is convened specifically to consider it. The quorum for such General Body meetings shall be 1/3rd of the total members on roll and decision will be valid if the 2/3rd majority of the members present and voting in that meeting vote in favour of such a decision.

X. SOURCE OF INCOME

The source of income of the SOCIETY shall be :-

- (i) Subscriptions and fees as laid down in the Constitution and/or funds raised from time to time on specified counts.
- (ii) Grants-in-aid from the Government.
- (iii) Donations from Government(s) or Official Bodies.
- (iv) Through various training programmes

XI. WITHDRAWALS FROM THE BANK

- (i) These shall be authorised by the Joint signatures of the Treasurer and either the President or the Secretary.
- (ii) The outgoing Managing Committee will not make any withdrawal from the Bank Account after the date of election.

XII. SUITS BY AND AGAINST THE SOCIETY

The SOCIETY may sue or be sued in the name of the President or the Secretary.

XIII. The SOCIETY shall not joint/federate with any other SOCIETY(s)/Federation(s) without the prior approval of 90% of the Board of Management & 75% of the votes of General Body..

XIV. HANDING OVER OF CHARGE

The Secretary of the outgoing Managing Committee will be responsible for handing over the charge to the Secretary of newly elected Managing Committee within 15 days of the date on which results of the elections are declared by the Returning Officer. It shall be the duty of the Secretary of the outgoing Managing Committee to ensure that all documents, Registers relating to Accounts including Pass-Book, Cheque Book and other papers are handed over to the Treasurer of the newly elected Managing Committee whereas all other documents, Registers, appears and other assets/equipment/articles will be handed over to the Secretary of the newly elected Managing Committee. If the post of the Secretary is vacant for any reason, another office-bearer, shall be nominated by the Managing Committee who shall be responsible for handing over the charge to the Secretary of the newly elected Managing Committee within 15 days of the declaration of the results. In case, the Secretary/Treasurer/Other

Office-bearer nominated by the Managing Committee as mentioned above of the outgoing Managing Committee fails/refuses to hand over complete charge to the Secretary/Treasurer/Other Office-bearer of the newly elected Managing Committee within the due date, the Management or the concerned authority could be removed from the Society and legal proceedings can be initiated against the Society / concerned authority.

XV.DISSOLUTION

- (a) Any number not less than 3/4th of the members of the SOCIETY may determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or at the time then agreed upon, and all necessary steps shall be taken for the disposal and settlement of the property of the SOCIETY.
- (b) If upon the dissolution of the SOCIETY there shall remain, after the satisfaction of all the debts and liabilities and any property whatsoever, the same shall not be paid to or distributed among the members of the SOCIETY but shall be given to some other SOCIETY/Body/Authority to be determined by the Managing Committee / Board of Management.

ANNEXURE – 1
LOGO OF THE SOCIETY

WE THE MANAGING BODY OF “MAI MARATHI SOCIETY” DO HEREBY ACCEPT
THE LOGO OF THE SOCIETY AS UNDER :



Sl	Name in full	Designation	Signature
1			
2			
3			
4			
5			
6			
7			