

Buddhist Tai Hung College Alumni Association Limited (BTHCAA)
Election of Executive Committee Members 2018/19

General Guidelines:

1. All Life and Ordinary Members at the age of eighteen years or above shall be entitled to vote and eligible to be elected as Members of the Executive Committee at a General Meeting of BTHCAA.
2. **Every Life or Ordinary Member shall have one vote.**
3. A voting member shall be entitled to vote on any question either personally or by proxy. A proxy shall be voting member of BTHCAA.
4. Unless otherwise determined in the General Meeting **the number of members of Executive Committee shall not be less than seven and not more than fourteen.** The members shall comprise of at least one President, one Vice-President, one Honorary Secretary and one Honorary Treasurer who shall be elected by the Executive Committee from among its members at its first meeting after the Annual General Meeting every year. These elected office bearers shall form the Executive Committee of BTHCAA.
5. At the Annual General Meeting in every year, all members of the Executive Committee for the time being shall retire from office. A retiring member shall be eligible for re-election provided that **no member shall be elected to the same office for more than six consecutive years.**

Proceedings:

6. Each and every nomination for election of an Executive Committee member shall be in writing, signed by a nominator and a seconder both of whom shall be members of BTHCAA, together with written confirmation of the nominee of his willingness to serve on the Committee if elected. The nomination shall be delivered to the Honorary Secretary of BTHCAA **on or before 17 May 2018 2:30 pm.**
7. **If less than seven members of BTHCAA are so nominated and seconded,** verbal nomination shall be accepted during the Annual General Meeting provided such verbal nomination shall be accepted during the Annual General Meeting provided such verbal nomination is duly seconded and supported with the nominee's confirmation of willingness to serve on the Committee if elected.
8. Each and every member of the Executive Committee shall be elected at the Annual General Meeting of BTHCAA **by secret ballot separately.**
9. Executive committee member is elected if **one gets the majority of votes** cast by the attendees to the meeting.

Note: All proxy forms must be submitted to Honorary Secretary of BTHCAA on or before 17 May 2018 2:30 pm