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GOVERNMENT OF KERALA
e-Stamp

e-Stamp Serial Number : 202526000000002749

Verification Code : 816577818V

Govt. Reference No.(GRN)

KL000033365202526E

Purpose

Bond

Amount of Stamp Paper Purchased in Numeral

₹ 500

Amount of Stamp Paper Purchased in Words

Rupees Five Hundred

Stamp Paper Purchased on

01/04/2025

First Party Name

PNPSAA

First Party Address

PERUNTHANNI NSS PUBLIC SCHOOL ALUMNI/AE
ASSOCIATION, PERUNTHANNI, TVM

Second Party Name

REGISTRAR OF SOCIETY

Second Party Address

TRIVANDRUM

Vendor Code & Name

01022571 - K R SUGATHA KUMARI THANKACHY

Treasury Code & Name

0102 - Principal Sub Treasury East Fort

Please write or type below this line

MEMORANDUM OF ASSOCIATION

1. Name: "PERUNTHANNI NSS PUBLIC SCHOOL ALUMNI/AE ASSOCIATION"

2. Date of Commencement: 1 April 2025.

3. Registered in The State of Kerala, Thiruvananthapuram District.

4. (a) Registered office: The registered office of the Association shall be situated at TC 36/586(2), Kalpavilakathu Madhom, Perunthanni, Vallakadavu P O, Thiruvananthapuram - 695008

President

Secretary

Treasurer



This can be verified by

https://www.estamp.treasury.kerala.gov.in/index.php/estamp_search using e-Stamp Serial Number and Verification Code.

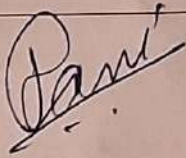
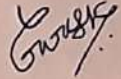
In case of any discrepancy, please inform the competent authority.

K.R. Sugatha Kumari Thankachy

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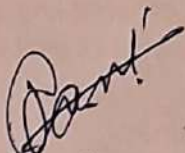
DECLARATION

There is no other Society registered with the same name as ours with in the same jurisdiction.

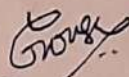
DESIGNATION	NAME & ADDRESS	SIGNATURE
President	DR.BALAGOPAL.R 'Ayyappa', Pada North Karunagappally 690518	
Secretary	VANI DEVI.P.T 18 SREENAGAR,,SOPANAM VALLAKADAVU (PO) TRIVANDRUM 695008	
Treasurer	GURUKUMAR.S.K T.C 64/9-2, ACHU SADANAM, AZHANGAL, KARUMOM.P.O, TRIVANDRUM 695002	



President



Secretary



Treasurer

(b) All communications and notices may be addressed to the registered office of the Association.

5. All persons who are former students studied at least for one academic year, attained age of 16 and teachers who have worked in the school at least for one academic year shall become and shall be deemed to be members of the Association.

6. Aims & Objectives:

The main objective of the Association shall be:

- i) To act as the Association of all the old students and teachers of N.S.S Public School, Perunthanni, Trivandrum.
- ii) To promote, administer, manage, organize and control all activities connected with the common welfare and betterment of the members.
- iii) To promote contact and communication amongst members of the Association and between the Association and the School and other academic bodies/organizations and to provide a forum for the members of the Association for exchange of experience, information and views;
- iv) To assist students and teachers of the School and members of the Association in their academic pursuits and professional careers;
- v) To raise funds for the School
- vi) To do such other things as may be considered incidental, necessary or conducive to the fulfilment and realization of these objectives or any other objectives that the members may feel necessary.
- vii) To frame rules & regulations and bye laws with the approval of the General Body of the Association and any amendments thereof as the exigencies may require for effective and efficient management of the affairs of the Association.
- viii) In carrying out these activities and objectives and the affairs of the Association effectively, to liaise, share and collaborate with other similar organizations with similar objectives elsewhere.

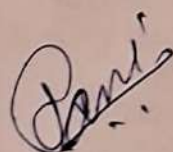
The objectives set forth in each of the above clauses of paragraph 5 shall be construed with the widest possible connotation and construction and shall in no way be limited or restricted in its application for giving effect to the common intent and objectives of the Association.

The management and control of the affairs of the Association and of its branches shall be carried out in accordance with the Bye Laws framed and as amended from time to time.

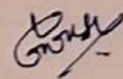
The rules of the Association, Management and Control of its affairs are entrusted to the Executive Committee. The everyday working of the association and the rights and responsibilities of members are detailed in the Rules framed for this purpose by the said Committee as modified from time to time.



President



Secretary

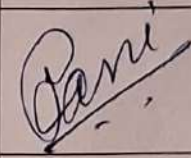
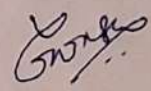
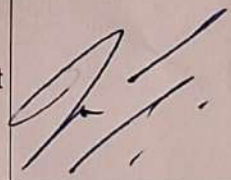
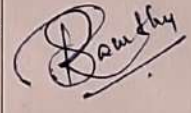
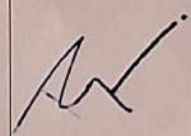


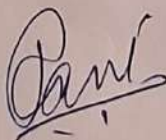
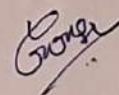
Treasurer

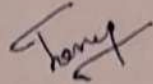
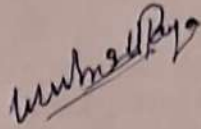
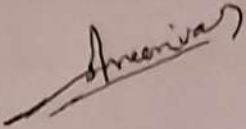
DECLARATION

We the members of Governing Board, signed hereunder, whose names and addresses are given below, are desirous of being formed in to a Society in pursuance of this Memorandum under the Travancore Cochin Literary & Scientific Charitable Societies Act 1955 under the name of PERUNTHANNI NSS PUBLIC SCHOOL ALUMNI/AE ASSOCIATION.

Dated 01April 2025

Sl. No	Member Name	Address	Occupation	Signature
1	DR.BALAGOPAL.R	'Ayyappa', Pada North Karunagappally 690518	Doctor	
2	VANIDEVI PT	18 sreenagar Sopanam Vallakadavu (po) Trivandrum 695008	Psychologist	
3	GURUKUMAR.S.K	TC 64/9-2, Achu Sadanam, Azhangal, Karumom.P.O, Trivandrum 695002	Tax Practitioner	
4	REEJA.R	Theruparambil hse.no 42 Santhi Nagar 4th lane Behind Railway hospital, Kallekulangara post Palakkad 678 009	Business	
5	VIKRAMDAS K C	Tc 29/748, DERA 60, Lekshmi Gouri Sadanam, Palkulangara, Pettah P O, Thiruvananthapuram, Kerala, 695024.	IT Consultant	
6	SAMBHU R	TC 36/586(2), Kalpavilakathu Madhom, Perunthanni, Vallakadavu P O, Thiruvananthapuram - 695008	Administration & Procurement	
7	NEENU BABU	11C, Skyline Maple Heights,Chalakuzhy Road, Pattom, Trivandrum, Kerala Pincode - 695004	Dubbing Artist	
8	DR.HARISH KUMAR K	Kulangara House TC 31/1151 Thazhassery Lane Pettah Trivandrum 695024	Homoeopathy physician	
9	RANJITH.M	Villa 15, Pebble Gardens Villas, Njandoorkonam, Trivandrum Pin 695587	Software Engineer	

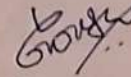
10	TONY BENZILAS	Rey Cottage, Plot No. 18, Mamta Society, Vadgaonsheri, Pune 411014, Maharashtra	Accounts Manager	
11	MAHESH RAJA.M	Oriental house Flat no 3 Sebastian Road Kaloor Ernakulam 682017 Kerala.	Export Manager	
12	SREENIVAS SHENOY.V.S	2C, Kalpaka Rangoli A G Kamat Road Karnakodam TAMMANAM COCHIN 682032	Regional Manager South	



President



Secretary



Treasurer

BYE LAWS OF PERUNTHANNI NSS PUBLIC SCHOOL ALUMNI/AE ASSOCIATION.

Under The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955

1. The Name of the Association: PERUNTHANNI NSS PUBLIC SCHOOL ALUMNI/AE ASSOCIATION.

2. Address of the registered office of the Association: The registered office of the Association shall be situated at "TC 36/586(2), Kalpavilakathu Madhom, Perunthanni, Vallakadavu P O, Thiruvananthapuram - 695008" for the time being. It may be shifted to such other place or places as may be determined by the General Body. The jurisdictional Registrar is the District Registrar, Thiruvananthapuram District, Kerala.

3. Date of Formation of the Association: The resolution to form the Association was passed on 28th March 2025.

4. Business hours: The business hours of the Association shall be between 10 am and 5 pm.

5. These bye-laws are meant to be followed by all the Members of the Association.

Objectives:

The main objective of the Association shall be:

1. To promote contact and communication amongst members of the Association and between the Association and the School and other academic bodies/organizations and to provide a forum for the members of the Association for exchange of experience, information and views;
2. To assist students and teachers of the School and members of the Association in their academic pursuits and professional careers;
3. To raise funds for the School and
4. To take up any other activity in furtherance of the objectives stated above
5. To frame rules & regulations and bye laws with the approval of the General Body of the Association and any amendments thereof as the exigencies may require for effective and efficient management of the affairs of the Association.
6. In carrying out these activities and objectives and the affairs of the Association effectively, to liaise, share and collaborate with other similar organizations with similar objectives elsewhere.

In fulfilment of the above objectives, the Association shall have powers to

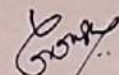
- 1 hold meetings, conferences, etc., and organize lectures and social gatherings;
- 2 publish souvenirs, newsletters, journals, and occasional reports and notifications;
- 3 institute scholarships, prizes, etc., and employ persons on salary/ remuneration or without salary/remuneration;
- 4 raise funds from its members and other individuals and organizations;
5. Frame rules and regulations, and modify or rescind the same from time to time; and
- 6 take up such other activities as may be consistent with the objectives of the Association.



President



Secretary



Treasurer

The Association shall not distribute any part of its income or profit as dividend, gift or bonus or in any other way among its members, provided that office-bearers, employees or any other member of the Association shall not be debarred, because of their also being members of the Association, from receiving salary, remuneration or honorarium for any service rendered to the Association.

The management and control of the affairs of the Association and of its branches shall be carried out in accordance with the Bye Laws framed and as amended from time to time.

The rules of the Association, Management and Control of its affairs are entrusted to the Executive Committee. The everyday working of the association and the rights and responsibilities of members are detailed in the Rules framed for this purpose by the said Committee as modified from time to time.

6. DEFINITIONS:

a. "Act" and "Rules" mean the The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955

b. "Association" means the Association constituted by the PERUNTHANNI NSS PUBLIC SCHOOL ALUMNI/AE ASSOCIATION.

c. "Committee" / "Executive Committee" means the governing body comprising of alumni/ae to whom the management of the affairs of the Association shall be entrusted elected by the General Body..

d. "Member" means any former students studied at least for one academic year, attained age of 16 and teachers who have worked in the school at least for one academic year

e. "General Body" means the sum total of all the former students studied at least for one year and teachers who have worked in the school at least for one year and whose names are found in the register maintained for this purpose by the Association.

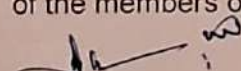
f. "Section" means section of the The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955. "Registrar" means the District Registrar, Thiruvanthapuram.

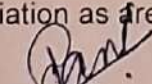
g. "Year" means the financial year starting on 1st April and ending on 31st March of the subsequent year.

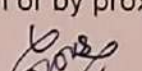
h. "Office bearers" means President, Secretary, Treasurer and other members of the Committee elected by the General Body to manage and execute the day to day affairs of the Association.

i. "Annual General Meeting" means a meeting of the General Body held once in every financial year to transact various business and elect the new executive committee as provided under the Bye-laws. o. " Extraordinary Meeting" means a meeting of General Body convened by the Committee to discuss and decide about special agenda as provided under the Bye-laws.

j. "Special Resolution" means a resolution passed by a majority of not less than three fourths of the members of the Association as are present in person or by proxy at the General


President


Secretary


Treasurer

Meeting of which a notice of not less than one month specifying the intention to propose the resolution as a special resolution has been duly given. Provided that if all the members

entitled to vote at any such meeting so agree, a resolution may be passed as a special resolution at a meeting of which a notice of less than one month has been given.

7. Words and Expressions not defined herein shall have the meaning assigned to it in the Act.

8. The Objectives of the Association shall be as described in Clause 6 of the Memorandum of Association.

9. The activities of the Association shall cover the entire members of the Association

10. Every member shall have one vote to exercise his/her rights in all meetings.

11. Every member not personally present at any such meeting may authorize any other person in writing to exercise his / her vote by proxy.

12. Every member shall pay a Membership Fee of Rs.500/- This payment may be made by cash/ cheque/ online transfer and a receipt obtained for the same.

13. Every Member shall abide by the bye-laws of the Association and work for the promotion of the objectives of the Association and shall at no cost act against the principles and interests of the Association.

14. The Register of members shall be maintained in the office of the Association wherein the name, address, age, occupation of each member shall be recorded and the same shall be open for inspection of any member free of charge during business hours and any member may make extracts there from.

15. Termination of Membership: Members/Associate members who are in arrears as to dues of subscription in any year shall not be entitled to exercise any kind of right and privilege of membership while in arrears and the membership of a Member in arrears for more than two years may be terminated by the Executive Committee after due notice. A Member will be considered to be in arrears in any year if he/she has not paid the subscription for the previous year or that year. Membership shall also be liable to be terminated if a member is guilty of such conduct as is grossly injurious to the Association, or if he/she acts in wilful contravention of the Memorandum or the Regulations

ADMINISTRATIVE ORGANS OF THE ASSOCIATION

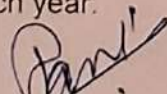
16. The affairs of the Association shall be entrusted to and carried out by the General Body comprising all the members. The ultimate and final authority on all matters relating to the administration of the Association shall vest in the General Body.

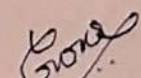
17. The General Body shall elect an "Executive Committee" which shall henceforth be referred to as the Committee to carry out general day-to-day administration of the affairs of the association and to represent the Association.

GENERAL BODY MEETING

18. The General Body Meetings shall be mandatorily held at least once in a financial year or as found necessary by the Committee. One such General Body Meeting shall be held at the latest by 30th September each year.


President


Secretary


Treasurer

19. (a) Any Extraordinary Meeting may be called by the President or in his absence by the Secretary on receipt of a written notice by not less than 40% of bona fide members or their authorized representatives addressed to the President giving reasons for calling such meetings. It will be mandatory for the President or in his absence the Secretary to cause such a meeting within one month from the date of receipt of such notice/requisition.

(b) If an extraordinary meeting is not called in accordance with such requisition, the requisitions may call the meeting themselves.

(c) The Special Resolution passed in any such meeting shall be filed with the Registrar within 14 days.

20. (a) At least 21 days notice shall ordinarily be given to members or the Executive Committee before the Annual Meeting is convened. Notice given to the duly authorized representative nominated by a member shall be deemed as notice given to the member.

(b) The notice may be sent in any of the following modes:

(1) Email/WhatsApp

21. The quorum for an Annual General Meeting shall be $\frac{2}{3}$ rd of the total number of members whose names are found in the Register of Members. If within 30 minutes of the time fixed for the meeting the quorum is not present then and in such event the members or their duly authorised representatives present in person shall constitute the quorum and shall be entitled to take all decisions of the General Body. Such of the members who are not in a position to attend the General Body Meeting personally can vote by proxy subject to restrictions in Para 9 above by authorizing their representative by a written authorization and only thereafter they shall take part in the General Body Meeting and shall have the right to exercise their franchise.

22. The Annual General Meeting shall be held at NSS Public School, Perunthanni or at the Registered office of the Association or any other convenient place the Committee decides from time to time.

23. The President or in his absence the Secretary shall preside at the Annual General Meeting. In the absence of both, the members present may choose as Chairman one from among themselves to preside over the meeting.

24. Every issue at the Annual General Meeting shall be decided by voting among the members present or their duly authorized representatives. In the event of equal division in voting, the presiding officer shall have a casting vote. The voting shall be by show of hands.

25. The Following matters shall be dealt with exclusively by the General Body.

i) Consideration and passing of Annual Accounts.

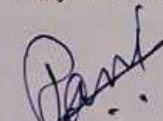
ii) Appointment of Auditors.

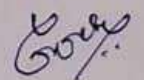
iii) Election and/or removal of the members of the Committee.

iv) Amendment and repeal of the Bye Laws, rules and regulations of the Association.

v) Disciplinary action against any member for violation of the Rules and Regulations of the Association or Acts in any way adverse or detrimental or against the interest of the Association.


President


Secretary


Treasurer

vi) Legal action, suits etc., considered necessary in the protection of the common properties and assets or activities of the Association.

vii) Fixing of maintenance fee, subscriptions or contributions.

viii) All matters pertaining to the assets/ properties of the Association.

Resolution relating to items i, ii, iii, vi) vii), will be decided on the basis of a simple majority and those relating to items iv, v, viii all require a 2/3 rd majority of the members present. All decisions shall be binding on all the members.

EXECUTIVE COMMITTEE

26. The General Body of the Association shall elect the Committee comprising a minimum of 7 persons but not exceeding 12 from among the members of the Association who have attained the age of 25 years. The candidates for election should be proposed and seconded by a member of the association and such election shall be by show of hands. A fully paid-up member of the association is entitled to stand for election and be appointed to the Committee. Alumni who have studied at NSS Public school, perunthanni at least for 5 Academic years are eligible to become members of Executive Committee. The promoters of the Association (First meeting members) shall be exempted from the above 5 years restriction.

The committee so elected at its first meeting shall elect from amongst themselves the following:

i) President.

ii) Secretary

iii) Treasurer

The voting of the Committee shall be by a show of hands or secret ballot as determined by the Committee

27.(a) The order of business at all meetings shall be as follows:

i. Roll call.

ii. Proof of notice of meeting.

iii. Reading and approval of minutes of previous meeting proposed and seconded by members.

iv. Consideration of Reports, complaints etc. received.

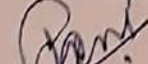
v. Decision on matters on the agenda.

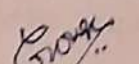
vi. New business and unfinished business, if any.

vii. Any other business with the permission of the President/Chairman.

(b) Minutes of all proceedings of the General Meetings and the committee shall be entered in a Minute Book kept for the purpose and any minutes signed by the Chairman of the meeting or the Chairman of the next succeeding meeting shall be evidence of the proceedings.


President


Secretary


Treasurer

(c) The Minute Book and the Books of Account shall be kept at the registered office and open to inspection free of charge to all members during business hours.

28. The term of office for an elected committee member shall be 36 months, starting from the first AGM in a Financial Year and continuing until the next AGM at which the next committee election occurs. Committee Members are eligible for re-election for up to two terms (6 years), serving only once in a specific position.

29. Any casual vacancy arising in the committee will be filled by the Committee by co-opting a member of the Association who shall hold office only till the next election to the Committee.

30. A Committee member may resign at any time by sending a letter of resignation to the President or in his absence to the Secretary of the Association and such resignation shall take effect from the date of acceptance by the committee or one more month from the date of tendering the resignation whichever is earlier.

31. A Committee member absenting from three consecutive meetings of the Committee shall cease to be a member of the committee unless the committee otherwise decides.

32. There shall be at least THREE meetings of the Committee during the financial year. The quorum of the meeting shall be 6 of the 12 elected members. The Committee may hold as many on line meetings as required and the same may be minuted like a physical meeting.

33. All deliberations of the committee shall be by email and /or by post. Every issue before the committee shall be decided by simple majority of the Committee members present and in case of tie in the matter, the President may exercise his casting vote.

34. The Committee shall have the following powers and functions:

i) To prepare the agenda of the General Body Meeting and circulate the same among the members.

ii) To carry out all programmes and activities of the Association.

iii) To lay down policies in conformity with the aim and objective of the Association.

iv) To appoint sub-committees or adhoc committees for specified programmes in case of necessity. Such committees may include members who are not on the Executive Committee. Such members will not have the right to vote.

v) To acquire, hold by purchase or alienate by way of lease, mortgage, gift or sale for the necessity and betterment of the association by the approval of General Body.

vi) To receive subscription, donation, grants, subsidy or any aid from the Central or State Government or statutory board, corporation, co-operative society or individual.

vii) To raise funds by way of loan by the approval of General Body.

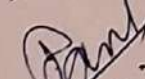
viii) To give 21 days of notice for Annual General Meeting and one month's notice for extraordinary General Body meeting.

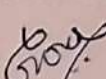
ix) To take immediate steps to carry out and implement the decisions of the Association.

x) To appoint, determine the conditions of service and remove staff and to ensure proper maintenance of Accounts and to arrange for annual audit.

xi) To arrange for safe custody of funds of the Association and its operation.


President


Secretary


Treasurer

xii) To approve admission of new members.

35. The Office Bearers shall have the following Powers:

a) The President: The President shall have general control and power over all the affairs of the Association and shall be the person who shall act on behalf of the General Body with its consent to defend any legal action against the Association or prosecute any legal action authorized. He/she shall be the person to enter into contracts approved by the committee and representing the Association. Any legal proceedings shall be initiated and defended by the President who shall sign all documents, papers and vakalath relating thereto in the name and on behalf of the Association. In his absence the committee may authorize the Secretary or other Executive Committee member to sign such documents and papers.

b) Secretary: The Secretary shall be responsible for the Executive Administration of the Association subject to the control of the Committee. He/she shall have the power to appoint or remove the staff in the services of the Association subject to the prior approval of the committee.

c) Treasurer: The Treasurer shall have the custody of all the properties of the Association including the funds of the Association and shall have the power to operate the bank account of the Association jointly with the President or the Secretary or other authorised member of the Executive Committee of the Association. The Treasurer shall maintain petty cash amount not exceeding Rs 5000/- (five thousand) for meeting the immediate necessities. The committee shall authorize the opening of bank account in any nationalized bank. Any expense up to Rs 10000/- may be met against valid vouchers from the petty cash. All payments in excess of Rs 10000/- shall be made by cheques under the joint signatures of the authorized signatories.

(d) Every office bearer of the Association and the member of the committee shall be indemnified in respect of any loss arising from any reason other than wilful default, negligence or fraud and he/she shall also be indemnified against all proceedings, suits, claims, costs, damages, and expenses occasioned by any claim in connection with the Association not arising from wilful default, negligence or fraud.

36. ASSETS & FUNDS

All monetary and physical assets of the Association shall be derived from:

a) Membership fee and the annual maintenance fee, subscriptions and contributions, etc.

b) Monies or physical assets as may be contributed, gifted, donated or bequeathed by any person, firm or company or Govt. or their agencies, authorities to the Association.

c) All physical assets such as common amenities, roads, plantations etc. and those that are acquired and created from time to time by the Association.

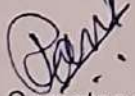
37. All assets of the Association may be held in the following manner in the name of the Association:

i) Funds in banks and petty cash with the authorized office bearers and designated staff.

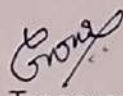
ii) Investments in the savings bank account in banks and post offices, immovable properties, securities of the Govt. or in National Savings Certificates or in other securities of undertakings of the Govt. or Govt. of India, Units of Unit Trust of India or in any other mode permitted by General or Special order of the State Govt.



President



Secretary



Treasurer

38. (a) The funds and the Assets of the Association shall be applied only for promoting aims and objectives of the Association and as may be authorised by the Act and the Rules framed there under.

(b) No part of the funds shall be divided by way of bonus or dividend or otherwise among the members and no payment shall be made out of the funds to the President or any other office bearer by way of honorarium for any service rendered to the Association.

39. The accounts of the Association shall be maintained on a financial year basis. On expiration of each financial year, the accounts shall be audited by an authorized person with prescribed qualification. Such a person shall be appointed by the General Body each year. The audited accounts shall be presented by the committee to the Annual General Meeting within six (6) months after the expiry of the financial year to which the accounts relate. A copy of said Balance sheet and Income and Expenditure account along with the list of members with their names, addresses and occupation and a declaration to the effect that the Association has been carrying on business or has been in operation during the financial year shall be filed with the Registrar every year within 6 months after the date of the General Meeting.

(c) The Association shall furnish copies of the Bye laws, receipts and expenditure account and balance sheet to the members on application and payment of fees fixed by the Association.

(d) The Association shall maintain the books prescribed in of the The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 and every entry in the books of account shall be made as and when the particular event occurs, a receipt shall be immediately prepared for any money received and tendered to the payer and all payments shall be made under vouchers which shall be signed by the payee. The accounts, returns and registers shall be verified by a member of the committee and an endorsement as required under Rule 20 shall be endorsed by such member.

40. All property (as defined above in the definitions clause) shall vest in the Association and on the constitution of the committee shall stand automatically vested in the Committee.

41. AMENDMENTS

These Bye-laws may be amended in the name of the Association in a duly constituted meeting for such purpose and no amendment shall take effect unless approved by 3/5th majority of the members of the Association present in person or by proxy and voting.

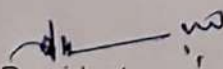
42 All other matters not specifically provided for herein shall be governed by the provisions of the Act and the Rules.

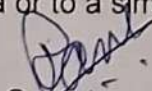
43. Documents to be kept:

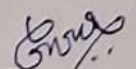
1. Accounts Book
2. Minutes Book
3. Asset Register
4. Vouchers
5. Membership Register

44. Dissolution

The Association shall dissolved with the consent of members with a quorum of 3/4th members. In the event of winding up all assets and liabilities shall be transferred to Government of Kerala or to a similar society having similar objective.


President


Secretary


Treasurer