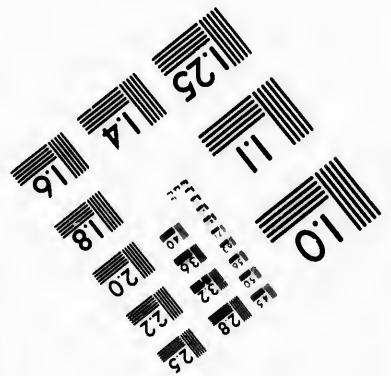
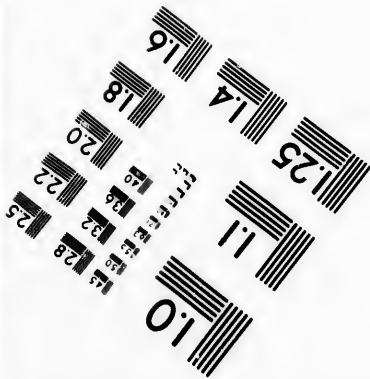
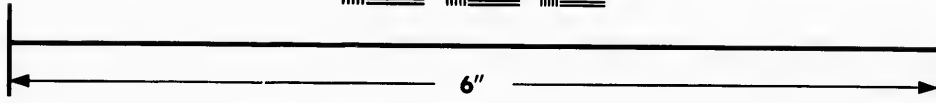
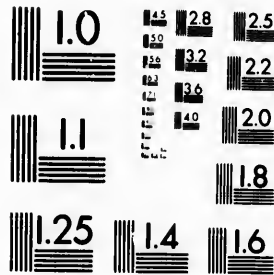


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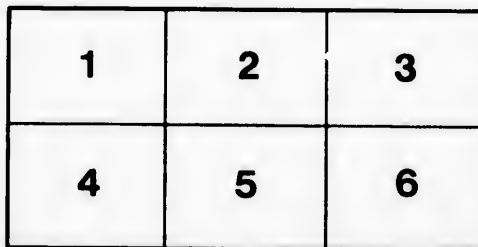
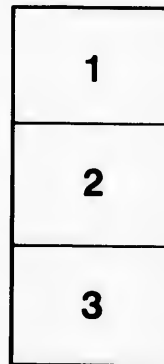
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CONSTITUTION,

By-Laws, Rules of Order,
Etc.

—: OF THE :—

HAMILTON

Collegiate



Institute

SENIOR LYCEUM,

—: AS :—

Revised and Adopted, January 30th, 1891.

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"Mens Molem Agitat."  
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HAMILTON, ONTARIO.

MIDGLEY BROS., Printers and Stationers, 282 James St. North

1891.

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THE
CONSTITUTION

—OF THE—

**Hamilton Collegiate Institute
Senior Lyceum.**

HAMILTON, JANUARY 30TH, 1891.

ARTICLE I.—THE LYCEUM.

Clause 1.—The Society shall be called the “Hamilton Collegiate Institute Senior Lyceum.”

Clause 2.—The Lyceum shall consist of those students of the Hamilton Collegiate Institute who are in Form III, and upwards.

Clause 3.—Visitors may be admitted to all regular meetings on invitation from a member.

Clause 4.—Those who have been active members for a period of not less than six (6) months may be elected Honorary Members by a two-thirds ($\frac{2}{3}$) ballot of the members present at any regular meeting.

Clause 5.—The object of the Lyceum shall be the encouragement of literary and scientific pursuits by discussions, original essays, music, readings, recitations, etc.

Clause 6.—No controverted point in religion or any other subject which the Lyceum may see fit to add shall be admitted for discussion in the Lyceum.

Clause 7.—The Principal and Assistant Masters of the Institute, and any others whom the Lyceum may deem proper to add, shall be the patrons of the Lyceum and shall have the right of admittance at all its regular meetings.

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ARTICLE II.—OFFICERS.

Clause 1.—The Officers shall consist of a President, three Vice-Presidents, a Secretary, and a Treasurer.

Clause 2.—The election of officers, by ballot, shall take place at the beginning of each term.

Clause 3.—The President, or in his absence, one of the Vice-Presidents, shall preside over the meetings of the Lyceum, enforce the due observance of the Constitution, decide all questions of order, announce the result of all voting, and give the casting vote in case of a tie.

Clause 4.—The Secretary shall keep full and correct minutes of the proceedings of all meetings of the Lyceum, the names of all the members, and the number of votes cast at any election or division.

Clause 5.—The Treasurer shall receive and account for all monies belonging to the Lyceum, and shall keep a roll book, in which shall be entered the name of every member of the Lyceum, and the date of his admission and each payment of fees made by him.

Clause 6.—Every Officer shall at the conclusion of his term of office deliver to the Principal of the Institute the books of the Lyceum in his possession, and the Principal shall deliver them to the succeeding officers, and such successors shall thenceforth be responsible for the safe keeping of the same.

Clause 7.—All records shall be open to the inspection of any member.

Clause 8.—All nominations for offices shall be made at least four (4) days previous to the election. Any person nominated and not elected for a superior office may be eligible for offices remaining unfilled.

ARTICLE III.—COMMITTEES.

Clause 1.—The Executive Committee shall consist of the officers, and eight (8) members elected by ballot, four (4) of whom shall be ladies and four (4) gentlemen.

Clause 2.—Meetings of the Executive Committee shall be held at least once a week, and seven members shall form a quorum.

Clause 3.—In case any officer is absent from three consecutive meetings of the Executive Committee it shall be the duty of the Secretary to report the same to the Lyceum, who may, at their discretion, declare such office vacant.

Clause 4.—Vacancies occurring shall be filled in the same manner as at the Semi-Annual Election.

Clause 5.—In case a quorum is not present at any duly appointed meeting of the Executive Committee the Secretary shall record the names of those present and report the same at the next meeting of Lyceum. In case a quorum is not present at any duly appointed meeting of a Special Committee, a report shall be given at the next regular meeting of the Lyceum by the convener thereof, which shall contain the names of those who were present, or any other explanation he may deem necessary.

Clause 6.—Special Committees may after due notice be appointed for any purpose, and such Committees shall continue in office until their final report has been adopted.

Clause 7.—The member first named on any such Committee shall be the convener thereof, but the Committee may at its first meeting appoint a Chairman and Secretary. A majority of the Committee shall constitute a quorum.

Clause 8.—Reports of such Committees, other than reports of progress, shall be in writing, and handed to the General Secretary.

Clause 9.—It shall be the duty of the Executive Committee to provide a place for holding meetings, and in case of discussion, to select a suitable subject for debate; to appoint six or four members (three or two on each side at the option of the Executive Com-

mittee) to conduct the discussion, to arrange the affirmative and negative sides, and to give written notice to each member at least two weeks in advance; and shall appoint persons to decide all debates.

ARTICLE IV.—MEETINGS.

Clause 1.—The regular meetings of the Lyceum shall be held on Friday Evening, 4:15 P.M., during school terms, except in such cases as the Executive Committee deem it advisable to change it; provided that two days notice be given of their intention.

Clause 2.—Twenty-five (25) members shall form a quorum.

Clause 3.—Appointments for meetings shall be announced one week previously. Any member appointed to take part in a programme, who is unable to act, shall within three (3) days give notice thereof to the Secretary, who shall, except in the case of debaters, forthwith procure a substitute, and any member appointed to debate shall do so or within three (3) days find a substitute satisfactory to the Executive Committee.

Clause 4.—A Critic shall be appointed by the Lyceum, and shall be announced for the first time at the meeting for which he or she is to act, whose duty it shall be to criticise the style of the essayist, readers, debaters and musicians. At the close of the debate the President may decide according to the merits of the arguments, or refer it to a vote of the members present, or to a Committee previously appointed; and he may criticise the style of the essayist, readers, or speakers.

Clause 5.—The Executive Committee shall have power to call a Special Meeting of the Lyceum at any time by giving not less than twenty-four (24) hours notice thereof.

ARTICLE V.—FINANCE.

Clause 1.—The Semi-Annual Fee shall be fifteen (15) cents.

ARTICLE VI.—ALTERATIONS IN THE CONSTITUTION.

Clause 1.—No addition, alteration, or amendment shall be made to this Constitution without a vote of two-thirds ($\frac{2}{3}$) of the members present, and no motion to amend shall be acted upon at the same meeting at which it was proposed.

ARTICLE VII.—RULES OF ORDER.

Clause 1.—Every member in speaking shall address the Chair, confine himself to the subject under discussion, and avoid personalities and indecorous language.

Clause 2.—No member shall speak more than twice upon any one subject, unless with the permission of the Lyceum, except in explanation of a material part of his speech which may have been misunderstood, and no new matter shall be introduced on any such explanation, nor more than once until every member who wishes to speak on the question has spoken. A reply is allowed to a member who has opened a debate, or moved a substantive motion other than those enumerated in Section XI, but not to the mover of an amendment.

Clause 3.—When two or more members rise at once to speak, the Chairman shall determine their precedence.

Clause 4.—When a person is speaking, no person shall interrupt except for the purpose of raising a point of order.

Clause 5.—A member called to order shall at once sit down until the point is stated and determined by

the Chairman, whose decision shall be given without debate, unless, being in doubt, he shall invite discussion. If such decision be appealed from the ground of appeal, and the reason of the decision having been stated, the question shall, without debate, be put as follows: "Shall the decision of the Chair be sustained?"

Clause 6.—Any member may require the question under discussion to be read at any time, but not so as to interrupt a member while speaking.

Clause 7.—When a member is speaking, a motion being read, or a vote taken, no member shall walk out of or across the room or make any noise. Conversation calculated to disturb any member or to hinder any transaction of business, shall be deemed a violation of order, and if persisted in shall incur a censure.

Clause 8.—Every motion shall be seconded and read from the Chair before being discussed.

Clause 9.—All motions and notices of motion shall be in writing, at the request of the Secretary.

Clause 10.—A motion to adjourn shall be in order at any time, except when a member is speaking, during a discussion or election, or immediately after a motion, or the adoption of the previous question. A motion to adjourn simply shall be decided without debate.

Clause 11.—On the adoption of a motion to close the debate, the main motion, and all amendments already moved shall be put in the usual order without discussion.

Clause 12.—Only one amendment to an amendment shall be in order, and no irrelevant amendment shall be permitted.

Clause 13.—No charge shall be entertained in the Lyceum against any member, except when made in writing, duly specifying the alleged offence and over the signature of the person preferring the charge.

Clause 14.—All charges against a member involving expulsion shall be referred to the Executive Committee, whose duty it shall be to notify all persons interested, examine and determine the question, and report to the Lyceum within two weeks. The President shall have the power to reprimand or suspend a member for a violation of the Rules of Order.

Clause 15.—A motion to reconsider the decision of the Lyceum must be moved and seconded by members who voted in favor of such decision.

Clause 16.—A vote of two-thirds ($\frac{2}{3}$) of the members present at a regular meeting of the Lyceum shall be necessary to alter, add, strike out, or suspend a Rule of Order.

Clause 17.—When the Lyceum goes into a Committee of the whole, the President may leave the Chair and call upon some other member to preside. The minutes of the Committee shall be kept by the General Secretary.

Clause 18.—Due notice in writing of the meeting of every Committee shall be posted up on the Notice Board.

Clause 19.—When the report of any Committee has been handed in, it shall be received without any motion to that effect, and may then be adopted with or without an amendment, considered in Committee of the whole, referred, or laid on the table.

Clause 20.—Cases not provided for under the foregoing Rules shall be governed as far as possible by the practice of the Legislature of Ontario.



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BY-LAWS.

BY-LAW I.

The Order of Business at regular meetings of Lyceum shall be as follows :

- 1.—Reading of minutes.
- 2.—Communications received.
- 3.—Business arising out of minutes or communications.
- 4.—Business from Executive or other Committees.
- 5.—Nominations and Elections for Office, and for Committees.
- 6.—New Business.
- 7.—Notices of Motions.
- 8.—Announcements for Meetings.
- 9.—Programme.

BY-LAW II.

In the above order of business there shall be allowed to each speaker ten (10) minutes ; the negative leader to have fifteen (15) minutes ; to the essayist, twenty (20) minutes ; to each reader, five (5) minutes ; and to the reply of the leader of the affirmative and the mover of a motion, five (5) minutes.

BY-LAW III.

The Order of Business at the Semi-Annual Meetings shall be as follows :

- 1.—Reading of minutes.
- 2.—Roll Call.
- 3.—Reports of Executive Committee, and of Secretary, and of Treasurer.
- 4.—Reports of Special Committees.
- 5.—Business arising out of minutes.
- 6.—New Business.

BY-LAW IV.

Any By-Law may be suspended at any regular meeting by a two-thirds ($\frac{2}{3}$) vote of the members present.

OFFICERS OF THE H. C. I. LITERARY SOCIETY

SINCE ITS ORGANIZATION IN SEPTEMBER, 1874.

Quarter.	PRESIDENT.	1ST VICE	2ND VICE.	3RD VICE.	SEC'Y & TREAS.	COUNCILLORS.
1st—1875	A W Marling	W T Herridge	J Mutch	J Gibson	W K Smellie	W T Blachford
2nd—1875	W T Herridge	W T Blachford	W Lehman	G Gale	J Fenwick	A W Marling
3rd—1875	A W Marling	J Mutch	W K Smellie	A Beasley	R E Bush	W Cherry
4th—1875	W T Blachford	F Haight	W Somerville	G Nelson	W K Smellie	E Webber
1st—1876	W T Blachford	W Cherry	D Cunningham	J Hann	F Haight	A C Beasley
2nd—1876	F Haight	S Sinclair	J McInnis	W H Garnham	D Cunningham	W Cherry
3rd—1876	J R Brown	A Jaques	H S Brennen	J Miller	F Haight	W T Blachford
4th—1876	S Sinclair	A Carruthers	J Ratcliffe	M S Fraser	P Strang	J C Fraser
1st—1877	A Carruthers	W Currie	P Balfour	A McKechnie	J C Fraser	S Sinclair
2nd—1877	J McInnis	D Minchin	W Snow	W G Brown	W G Brown	I Ratcliffe
3rd—1877	W G Brown	W J Donohue	N McCallum	W Hunter	J Ratcliffe	M S Fraser
4th—1877	J Ratcliffe	W Hunter	J Pike	D McPhail	A McKechnie	H Sutherland
1st—1878	N McCallum	W Martin	W Hunter	G Ross	H Sutherland	W Doyle
2nd—1878	W Martin	J Wilson	J Stoddart	G M Brodie	W H Boyle	G H Clark
3rd—1878	W Hunter	J J Elliott	H R Fairclough	A Lawson	G Graham	R C Tibb
4th—1878	T Ratcliffe	J Coutts	A McPhail	C S Freeman	R C Tibb	H R Fairclough
1st—1879	H Sutherland	C McGregor	J Stillwell	C Coventry	C Freeman	Miss Mills
2nd—1879	J Coutts	A Lawson	Miss J Wood	Miss E Smith	G Hambly	Miss Hagar
3rd—1879	A Lawson	J Stilwell	Miss J McIntyre	Miss M Summer	D K McKinnon	G Hambly
4th—1879	G Kapelle	R Little	Miss M Stewart	Miss Grover	H R Fairclough	W B Willoughby
1st—1880	H R Fairclough	W B Willoughby	A E Trow	Miss Sutherland	G Ross	Miss Cummings
2nd—1880	J R Stillwell				A J Abbott	

LIST OF OFFICERS—CONTINUED.

1st—1879 H Sutherland
 2nd—1879 J Coultis
 3rd—1879 A Lawson
 4th—1879 G Kapelle
 1st—1880 H R Fairclough
 2nd—1880 J R Stillwell
 C McGregor
 A Lawson
 J Stillwell
 R Little
 W B Willoughby
 J Stillwell
 Miss J Wood
 Miss J McIntyre
 Miss M Stewart
 A E Trow
 C Coventry
 Miss E Smith
 Miss M Summer
 Miss Grover
 Miss Sutherland
 A J Abbott
 C Freeman
 G Hamby
 D K McKinnon
 H R Fairclough
 G Ross
 A J Abbott
 Miss Hagar
 G Hamby
 W B Willoughby
 Miss Cummings

LIST OF OFFICERS—CONTINUED.

Quarter.	PRESIDENT.	1st VICE.	2nd VICE.	3rd VICE.	SEC'Y & TREAS.	COUNCILLORS.
3rd—1880	G Ross	T J Godfrey	E W Griffin	Miss Bowes	C Roberts	Miss J Wood
4th—1880	T J Godfrey	E Griffin	H B Witton	W Carson	J C Fields	W H Davis
1st—1881	J P Bowerman	J C Fields	Miss Mills	H Milne	W Carson	Miss McKean
2nd—1881	S McKeown	W H Davis	J Bicknell	W Olmsted	H B Witton	J Carmichael
3rd—1881	H B Witton	H Milne	J C Fields	W H Davis	W Logan	Miss Gillespie
4th—1881	J B Turner	J Hay	J W Evans	J McDonald	W Logan	M Malcolmson
1st—1882	J W Evans	J Crawford	J A Fife	J Carmichael	P Cunningham	Miss Skelly
2nd—1882	W Logan	J A Fife	W Edgar	Miss Greer	{ M Sharp } { H C Rose }	Miss McCallum
4th—1882	J Crawford	C W Johnson	W A Logie	J T Crawford	W F Graham	J G Witton
1st—1883	G W Johnson	G Chambers	G Callandar	Miss Grover	J T Crawford	Miss Urry
2nd—1883	W F Robinson	D McEdwards	L H Bowerman	Miss Lawson	G Chambers	Misses Somerville & Gauld
3rd—1883	M Dippel	R Holmes	J G Witton	Miss Rioch	R A Callandar	Misses Bowes and Barnard
4th—1883	J T Crawford	R J Chrystal	A W Mainland	Miss Somerville	J G Witton	Misses Lawson and Baker
1st—1884	R J Chrystal	S Cummings	A W Mainland	Miss Baker	R A Buck	Misses Edwards and Barnard
2nd—1884	S Cummings	H Langford	A Merrill	Miss Brown	J Edgar	Misses White and Park
3rd—1884	M W Hopkins	J M Henwood	F Langford	Miss Brown	G B McPhail	Misses McKean and Park
4th—1884	W G Fortune	W S Evans	G B McPhail	Miss Coleman	F Langford	Misses McKean and Little

LIST OF OFFICERS—CONTINUED.

Year.	PRESIDENT.	1ST VICE.	2ND VICE.	3RD VICE.	SEC'Y & TREAS.
1885	H B Witton	W S Evans			G B McPhail
1887	A C Manning	Mr Peters	F A Carpenter		Mr Felker
1888	Mr Felker	L A Moore	C Thompson		Mr Peter

OFFICERS OF THE H. C. I. LYCEUM.

Year.	PRESIDENT.	1ST VICE.	2ND VICE.	3RD VICE.	SEC'Y & TREAS.	TREASURER.
1889	Mr Felker	W Brennan	H A Moore	Miss Simpson	H A Howell	
1890	P Pilkey	H A Moore	S Chadsey	Miss L E Clark	Miss D Upfield	
1891	J Inkster	Miss S Greenhill	Miss Berryman	H M Evans	Miss Birkenhathal,	P G Black
					Secretary	

