FIRST MEETING
OF THE
OTTAWA ASSOCIATION FOR THE ADVANCEMENT OF LEARNING.

DATE
June 18, 1942 at 12:45 P.M.

PLACE
Chateau Laurier

PRESENT
Dr. H. M. Tory, Chairman; Mr. Fred Bronson, Dr. Lawrence Burpee, Mr. W. M. Connor, Dr. McGregor Easson, Dr. James L. Gibson, Mr. C. C. Gibson, Mr. H. P. Hill, Jr., Mr. E. J. Jenkins, Mr. F. C. Jennings, Dr. H. L. Keenleyside, Mrs. Keenleyside, Lady Kingsmill, Mr. David Lewis, Mayor Stanley Lewis, George J. McIlraith, M.P., Lt. Col. G. S. Macfarlane, T. R. Montgomery, Mr. Frank G. Patten, Mrs. Norman Robertson, Dr. J. E. Robbins, L. R. Shaw, H. S. Southam, W. M. Southam, Mrs. Bryce Stewart, Mr. Lesslie Thomson, Mr. Henry Welch, Mr. Norman F. Wilson, Senator Cairine Wilson.

1. STATEMENT
BY
DR. H. M. TORY

Dr. Tory reviewed the events which had led to the plan for the formation of the Ottawa Association for the Advancement of Learning. The idea of establishing further facilities for higher education in Ottawa had been studied some years ago by a prominent group of citizens, with Dr. H. L. Keenleyside as Chairman. When the war broke out that committee had discontinued its work, although the potential need for facilities for higher education in Ottawa for the 78,000 non-Catholic population was recognized.

He explained that recently a number of citizens had come to realize that circumstances brought about by the war had increased the need for such facilities in Ottawa. A committee was formed under his Chairmanship and had carried on to this point. Dr. Tory reported it had been found that all the essentials for a college are currently available in Ottawa, namely; (1) Many adults who wish to continue their studies beyond the secondary school level both in academic and public administrative subjects. (2) Excellent classroom accommodation which may be used through the cooperation of the Collegiate Institute Board. (3) Competent instructors who are willing to teach from the technical staff of the Civil Service and from the staffs of the Collegiate Institutes. (4) An influential group of citizens who are willing to support the project. "We will begin in a small way, but I hope the college will grow to be worthy of the Capitol of Canada; we will work to make it so", Dr. Tory said.
Dr. Tory further explained that in order to facilitate an organization, the committee studying the subject had drafted a simple set of Articles of Association suitable to the present situation. These had been put in a legal form by Mr. Gibson and he asked Mr. Gibson to present them to the meeting.

2. **THE ARTICLES OF ASSOCIATION**

Mr. C. C. Gibson then presented the Articles of Association. After discussion and some slight amendments, on motion by Mayor Stanley Lewis, and Mr. H. S. Southam, the Articles were adopted unanimously as follows:

Articles of Association entered into this 18th day of June, 1942.

Whereas it is deemed needful and desirable that additional facilities for study and learning be promoted in the City of Ottawa.

Therefore witnesseth that the undersigned and such other persons as shall from time to time subscribe thereto, do hereby mutually covenant and agree to become associated in the promotion, maintenance and advancement of facilities for study and learning in the City of Ottawa, in the County of Carleton and Province of Ontario, under the terms and provisions herein expressed:

1. The name of this Association shall be "The Ottawa Association for the Advancement of Learning".

2. The Association shall be deemed to have commenced on the eighteenth day of June, 1942.

3. The Association shall have for its purposes and objects:

   (a) the promotion of learning in any or all of its branches;

   (b) the organization and establishment of a non-sectarian college of higher learning in the City of Ottawa;

   (c) the organization and establishment of an Institute of Public Administration;

   (d) the promotion of the intellectual, social, moral and physical welfare of its students, graduates, teaching staff and others interested in the Association, and of the community in which it operates.

4. The Association shall have its Seat at the City of Ottawa.

5. The Association shall be governed by a Board of twenty-one to be known as "The Board of Governors". In acknowledgment of its interest and assistance in the organization and establishment of the Association The Ottawa Y.M.C.A. shall have the right to name and be represented by four members on the Board of Governors at all times.
6. Any person of good moral character may become a member of the Association or otherwise admitted to interest or participation in the activities of the Association, subject to approval by the Board of Governors. Members of the Association may retire from membership, upon three months written notice to the Chairman. The heirs, executors or administrators of deceased members shall be relieved and indemnified against all liabilities of the Association by continuing Members.

7. The interests and activities of the Association shall be open to men and women on equal terms.

8. The Association shall otherwise be governed by a Constitution and By-Laws which may be amended, repealed or added to, in the manner and under the provisions therein stated.

It was agreed that these Articles should be prepared in a manner suitable for signature by the members of the Association.

3. THE CONSTITUTION.

Mr. Gibson then read the clauses of the Constitution of the Association. After some amendments, on motion of Mr. David Lewis, Seconded by Mr. W. M. Connor, the following Constitution was adopted unanimously:

The Ottawa Association for the Advancement of Learning, Constitution.

1. The name of this Association shall be "The Ottawa Association for the Advancement of Learning".

2. The purposes and objects of the Association shall be:

(a) The promotion of learning in any or all of its branches;

(b) The organization and establishment of a nonsectarian college of higher learning in the City of Ottawa; to be known as Carleton College.

(c) The organization and establishment of an Institute of Public Administration;

(d) The promotion of the intellectual, social, moral and physical welfare of its students, graduates, teaching staff and others interested in the Association, and of the community in which it operates.

3. Messrs. A. E. C. and such other persons as shall from time to time subscribe to the Articles of Association shall constitute and be known as the "Members" of the Association. Any person of good moral character may become a member of the Association or otherwise admitted to interest or participation in the activities of the Association, subject to approval by the Board of Governors. Members of the Association may retire from membership upon three months written notice to the Chairman. The heirs, executors or administrators of deceased members shall be relieved and indemnified against all liabilities of the Association by continuing members.
4. The interests and activities of the Association shall be open to men and women on equal terms.

5. An Annual Meeting of the Association shall be held in the month of June in each year, and of such Annual Meetings, and all special meetings, written notice shall be mailed to each Member ten days in advance thereof. Special meetings of the Members may be called by the Chairman, or by the Chairman upon written request of three Members, or by five Members. Fifteen Members shall constitute a quorum.

6. The Association shall be governed by a Board of twenty-one to be known as the "Board of Governors". In acknowledgment of its interest and assistance in the organization and establishment of the Association, The Ottawa Y.M.C.A. shall have the right to name and be represented by four members on the Board of Governors at all times.

7. The first members of the Board of Governors shall be elected or appointed at the organization meeting (first annual meeting) of the Association in three groups of seven. The first group shall hold office for one year, the second group shall hold office for two years, and the third group shall hold office for three years. At each annual meeting of the Association after the organization meeting the Association shall elect or appoint seven members to the Board of Governors who shall hold office for three years, or until their successors are elected or appointed. Retiring members of the Board of Governors shall be eligible for re-election or re-appointment. The Board of Governors shall have power to fill any vacancy which might occur on the Board for any unexpired term. Nine members of the Board of Governors shall constitute a quorum.

8. The Board of Governors shall elect or appoint from their number at their first meeting following the organization meeting and at each subsequent annual meeting, a Chairman and a Vice Chairman and such other officers as shall be deemed necessary. The Chairman and Vice Chairman of the Board of Governors shall also be Chairman and Vice Chairman respectively of the Association.

9. The Board of Governors shall have power to make such By-Laws, rules and regulations for the Government of the Association and the Board of Governors, not inconsistent with this Constitution as the Board may deem expedient.

10. This Constitution may be altered or amended by a vote of two-thirds of the Members present at any regularly constituted meeting of the Association, provided written notice of such proposed alteration or amendment shall have been given to the Board of Governors and to the Members ten days in advance of such meeting.

4. **BY-LAWS** The Chairman then called upon Mr. Gibson to present the BY-LAWS of the Association. After discussion and some amendments, on motion of Dr. Lawrence Burpee and Mr. H. S. Southam, the by-laws of the Association were adopted unanimously as follows:-

The Ottawa Association for the Advancement of Learning, By-Laws.

1. The fiscal year of the Association shall begin on the Fifteenth
day of June in each calendar year.

2. The members of the Board of Governors shall be elected or appointed by an open vote by show of hands.

3. The Board of Governors shall meet not less than eight times in each fiscal year, as the Board shall arrange.

4. At its first meeting after the organization meeting and after each subsequent annual meeting in each year, the Board of Governors shall appoint the Chairman and two other persons, any two of whom shall be the officers to sign all documents, authorized by the Board of Governors, on behalf of the Association.

5. All obligations and expenditures by or on behalf of the Association shall be entered into only upon resolution by the Board of Governors.

6. These By-Laws may be altered or amended by a vote of two-thirds of the members present at any regular meeting of the Board of Governors, provided written notice of such proposed alteration or amendment shall have been given ten days in advance of such meeting.

5. ELECTION OF BOARD OF GOVERNORS.

In moving the election of the Board of Governors Dr. H. L. Keenleyside stated that the following four members had been named to the Board of Governors by the Ottawa Young Men's Christian Association: Dr. H. M. Tory, Mr. W. M. Connor, Mr. E. J. Jenkins, and Dr. Keenleyside.

It was then moved by Dr. Keenleyside, seconded by Mr. W. M. Southam and unanimously passed that the following be elected to the Board of Governors:

Honorary Chairman: Dr. P. D. Ross

To Hold Office for One Year

Mrs. Bryce Stewart
Mr. David Lewis
Dr. J. E. Robbins
Dr. H. M. Tory
Dr. H. L. Keenleyside
Mr. E. J. Jenkins
Mr. W. M. Connor.

To Hold Office for Two Years:

Dr. McGregor Easson
Col. C. M. Edwards
Col. Fraser Hadley
Mr. C. C. Gibson
Mr. F. C. Jennings
Mr. W. S. Kidd
Mr. Charles Cowan
To Hold Office for Three Years

Dr. W.C. Macartney
Mr. T.R. Montgomery
Mr. Frank G. Patten
Mr. H.S. Southam
Col. C.M. Biggar
Mrs. Phyllis Turner
Mr. Norman Wilson

Honorary Solicitor - Mr. C.C. Gibson.

6. MEETING OF BOARD OF GOVERNORS
Dr. Tory stated that a meeting of the Board of Governors would be held immediately after the adjournment of the meeting of the Association.

7. VOTE OF THANKS
Dr. McGregor Basset, on behalf of the members of the Association, moved a hearty vote of thanks to Dr. Tory for his untiring efforts in connection with the establishment of the Association and of Carleton College.

8. ADJOURNMENT
Meeting adjournment at 2:45 P.M.