

ROBERTSON BOWLING CLUB CONSTITUTION
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Index

1. Name
2. Colours
3. Equality of rights of members
4. General committee
5. Trustees
6. Affiliation B.B.A. and S.A.B.A.
7. Financial year
8. Powers of the committee
9. Committee meetings
10. Special General Meeting
11. Annual General Meeting
12. Finance
13. Membership
14. Subscription Fees and Levies
15. Expulsion of Members
16. Resignations
17. Reviewing and Rescinding
18. Life Members
19. Chairman's casting vote
20. Selection committee
21. Auditors
22. Alterations to the Constitution
23. General
24. By-laws

ROBERTSON BOWLING CLUB
CONSTITUTION

NAME

- 1. The club shall be called the ROBERTSON BOWLING CLUB.

COLOURS

- 2. The Club Colours shall be a design of Navy Blue and Maroon

RIGHTS OF MEMBERS

- 3. All members of the Club, men and woman, shall enjoy equal rights within their catagories of membership as set out in this Constitution.

GENERAL COMMITTEE

- 4. (a) The affairs of the Club shall be conducted by a General Committee, hereinafter referred to as "the Committee," consisting of the President, Vice President, Secretary, Treasurer, Green Ranger, Development Officer, Games Secretary and three (or four) additional members. Ten in total. In need one person may hold two posts.
(b) The President, Vice President, Secretary, Treasurer, Green Ranger, Development Officer, Games Secretary and three additional members shall be elected at the Annual General Meeting and hold office for the ensuing year. In the event that one person is elected to serve in two of the named offices, then four additional members shall be elected instead of three.
Life Members, Honorary Life Members and playing members shall be entitled to vote for the members of the General Committee and shall be eligible for election to that Committee. If the President elected is a male, the Vice President shall be a female and vica versa. Two of the additional members shall either be men or women.
(c) The General Committee shall appoint all sub-committees and alternatives except the selection committee. The President and Secretary shall be ex officio voting members of all such committees including the Selection Committee save that the Secretary shall have no vote on the Selection Committee unless specifically elected as a member of the committee.
(d) The Committee shall have the power to invest any surplus funds of the Club, subject to the approval of the Annual General Meeting or a Special General meeting.

TRUSTEES

- 5. The property of the Club shall be vested in two trustees, viz., The President and Vice President, during their term of office and they shall have the power to institute and defend actions in law in the name of the Club when authorised to do so by the Committee.

AFFILIATION TO B B A AND S A B A

- 6. The Club shall affiliate to the Boland Bowling Association and through that Association to the South African Bowling Association and conform to the Constitutions of the Associaions, their By-laws, Resolutions and Laws of the Game so long as it retains membership.

FINANCIAL YEAR

7. The Financial year shall be from 1st April until 31st March of the following year.

POWERS OF THE COMMITTEE

8. (a) The Committee shall have the full power to transact all business of the Club and shall have discretionary power to deal with all matters which may arise.
(b) The Committee shall have the power to fill all vacancies occurring, also in sub-committees and other committees. The Committee shall have the power to co-opt provided the voting strength of ten (10) as laid down in Clause 4(a) of the Constitution is not altered. If the Committee acts in terms of this sub section it shall insofar as is possible maintain a balance between male and female members as is set out in section 4(b) above.
(c) In the absence of the President and the Vice-President the Committee shall elect its own chairman.

COMMITTEE MEETINGS

9. (a) Meetings of the Committee shall be held monthly or on the requisition of any four members of the Committee, or by the President. Proper minutes are to be kept at the meetings.
(b) A written resume of meetings of the Selection Committees or other sub-committees must be submitted to monthly General Committee meetings.
(c) Six (6) members shall form a quorum.
(d) Any member of the Committee, Selection Committee or other sub-committees failing to attend three consecutive meetings without leave of absence shall cease to be a member thereof.

SPECIAL GENERAL MEETINGS

10. A special General Meeting of the Club may be convened at any time by the Committee. The President shall call a Special General Meeting within fourteen (14) days of a requisition to do so, signed by at least seven (7) members of good standing. At all Special General Meetings only such business as is mentioned on the agenda or requisition may be dealt with. Notice of the meeting and the business to be considered shall be placed on the notice board seven (7) clear days before such meeting

ANNUAL GENERAL MEETINGS

11. (a) The annual General Meeting of the club, of which seven (7) days notice shall be given, shall be held on the last Wednesday of May of each year and prior to the meeting of the B.B.A. Annual General Meeting.
- (b) The Committee's report and the Annual Financial Statements, duly audited, shall be placed on the notice board at least seven (7) days before the Annual General Meeting.
- (c) At the Annual General Meeting and/or Special General Meeting 25% of the playing members of the Club shall form a quorum. In the absence of a quorum the meeting shall stand adjourned until seven (7) days later and at such adjourned meeting those present shall form a quorum.
- (d) Development Officer: At the Annual General Meeting each year, a Development Officer shall be appointed, whose function it shall be to initiate a development program for the Club.

FINANCE

12. (a) The funds of the club shall be lodged in a bank in the name of the club and all cheques must be signed by two (2) of the following: The President, Vice President, Treasurer and Secretary.
- (b) The Treasurer shall have all accounts certified by the person incurring the expenses before submitting such accounts to the General Committee. No payment shall be made unless sanctioned by the Committee.
- (c) The Treasurer shall at all monthly meetings of the Committee, submit a Monthly statement and a Bank certificate of Balance, a list of Accounts owing, and a list of Subscriptions outstanding as from 31 July each year.
- (d) Statements of all monies handled by all sub-committees shall be submitted to the Treasurer monthly.

MEMBERSHIP

- 13 (a) The members of the Club shall consist of Life Members, Honorary Life Members, Playing Members, Country Members, Social Members and Honorary Members. Country Members, Social Members and Honorary Members shall have no voice in the running of the Club. A register of all classes of members of the Club shall be kept. (Percentage social members scratched 2009)
- (b) An applicant for admission to the Club shall complete the form supplied by the S.A.B.A., furnishing previous bowling experience, classification, if any, and must be proposed and seconded by two members in good standing. The application must be posted on the notice board for a period of one week and then submitted to the Committee at its next meeting. Any member objecting to the application shall do so in writing to the Secretary if requested to do so by the Committee. The General Committee shall ballot on the question of the applicant's admission to membership. In the event of there being three or more votes against the proposed member, then he/she shall not be admitted as a member of the Club. The fact of no written objection being received shall not debar the Committee from rejecting an application for membership.

- (c) If elected, and on payment of his/her dues to the Club, the applicant will be entitled to all the privileges of the Club. A copy of the Club's constitution shall also be made available to such member on payment of an amount as determined by the Committee.
- (d) The Committee may elect Honorary non-playing members at an annual subscription as may be agreed upon by the Annual General Meeting each year but not less than R50-00 per annum. Such members shall have no voice in the control and management of the Club's affairs, nor be allowed to vote at any meeting of the club.
- (e) Members of other Bowling Clubs may be admitted as Country Members by the Committee at an annual subscription as may be agreed upon by the Annual General Meeting each year, but not less than R12-00 per annum. Such country members shall have no voice in the control and management of the Club's affairs, nor be allowed to vote at any meeting of the Club.
- (f) Rule reading "only members are allowed to pay for liquor" is scrapped.
- (g) No person residing within 30 kilometres from the premises of the Club is eligible for election as an Honorary Member, temporary member or reciprocal member of the Club unless:-
 - (i) he / she is so eligible by reason of the holding of a public office or being a bona fide candidate for membership or having conferred an exceptional benefit upon the Club, or
 - (ii) he/she is allowed the privileges of membership while engaged in a match or competition, approved by the management of the club.

SUBSCRIPTIONS, FEES AND LEVIES

14. (a) Every playing member, other than a Life Member and Honorary Life Members, shall pay an annual subscription as may be agreed upon by a General Meeting, but not less than R12-00 (twelve rands) per annum.
- (b) The term of subscription shall date from the date of the Annual General Meeting each year.
- (c) Members joining on or after the 1st November shall pay such subscription for the remainder of the year as the Committee shall decide.
- (d) The Committee is empowered to charge a locker fee to any member using a locker.
- (e) The Committee may at its discretion or upon written request of a member received by the Secretary before 1st May include in the agenda for the Annual General Meeting an item to impose a levy on all members to be paid in addition to the Annual Subscription.
- (f) The annual subscription is due and payable in three equal instalments each year, the first payable on or before 1st July, the second on or before 1st October and the third on or before 1st January of the following year. Any member allowing an instalment to remain unpaid for two months may, after one month's notice, be suspended from all privileges of membership. After one month's suspension, if the subscription remains unpaid, the member's name shall be removed from the roll of members.
- (g) Subscriptions, Levies and Fees payable by members and visitors shall be reviewed at each Annual General Meeting.
- (h) All competition fees shall be due and payable before the commencement of the competition concerned and any entrant who fails in this respect shall be automatically scratched from the Competition.

EXPULSION OF MEMBERS

15. A member who refuses to abide by the Rules of the Club or who, in the opinion of the General Committee, has been guilty of unseemly or dishonourable conduct shall be liable to be dealt with by the Committee. The Committee shall have the power, if it deems fit, to censure such member or ask for his/her resignation. Any member whose conduct has been dealt with under the provision of this clause shall be afforded the opportunity of giving an explanation to the Committee personally, or in Writing, as he/she may elect, provided he/she gives written notice thereof within one week after the decision of the Committee is given to him/her in writing. This shall in no way prevent the Club from referring the matter to the B B A to be dealt with by them.

RESIGNATIONS

16. Members failing to give written notice to the Secretary prior to 1st April of each year of their intention to resign their membership shall, within the discretion of the Committee, be held liable for the current annual subscription.

REVIEWING AND RESCINDING

17. (a) Any member of the Committee may move to review and rescind any resolution passed and adopted at Committee meetings, provided notice is given in writing within seven (7) days to the Secretary. Such motions to review and rescind must be carried by a majority of two-thirds of the members present.
(b) A member may move to review and rescind any resolution or rule passed at an Annual General Meeting or Special General Meeting provided that notice is given within seven (7) days to the Secretary, signed by at least seven (7) members in good standing, in which event a Special General Meeting shall be called by the Committee within the next seven (7) days to deal with such matter.

LIFE MEMBERS

18. Honorary Life Members and Life Members may be elected at an Annual General Meeting or Special General Meeting subject to a recommendation from the Committee. Life Members shall have full membership rights.

CHAIRMAN'S CASTING VOTE

19. At all meetings the Chairman shall have a casting as well as a deliberative vote.

SELECTION COMMITTEE

20. (a) The Selection Committee shall consist of six (6) members, (in addition to the President ex officio), and shall be elected at the Annual General Meeting. At least three of the members shall be men and at least three shall be women.
Four members shall form a quorum.
- (b) The duties of the selection Committee shall be the classification of all players, the selection of all skips, players and reserves for all matches but excluding B B A matches and S A B A tournaments.
- (c) The Selection Committee may, at its discretion, collaborate with the skips concerning the selection of teams.
- (d) The Selection Committee will also officiate as the Games Committee.
- (e) Notwithstanding anything to the contrary set out above whenever the Club makes a selection of a National or Regional team it shall proceed as follows:-
The President and the three women in the case of the selection of a women's team, or the three men in the case of the selection of a men's team shall select the skip of the team. The skip so selected shall then be co-opted as a member, with voting rights, to the Selection Committee, and the President, the three women or the three men, as the case may be, together with the co-opted skip shall select the remaining members of the team. These provisions shall not apply to the selection of a mixed team.

AUDITOR

21. The auditor elected at the Annual General Meeting shall examine the books and accounts of the Club at the end of the financial year and certify the Balance Sheet and Accounts are true and correct.

ALTERATIONS TO THE CONSTITUTION

22. Alterations to the Constitution can only be effected by a two-thirds majority of members present at an Annual or Special General Meeting and who are entitled to vote, and thereafter subject to the approval of the Boland Bowling Association. Notices of proposed alteration/amendments may be submitted in writing, signed by at least seven (7) members in good standing, to the Secretary who shall, after consultation with the President, give seven (7) days notice by placing on the notice board particulars of such meeting and the proposed alterations / amendments.

GENERAL

23. (a) **Correspondence** : All correspondence shall be addressed to the Secretary of the Club.
- (b) **Dual Membership**: No member may hold office on the Committee whilst holding office at any other bowling club.
- (c) **Use of Club Premises**: The use of Club premises shall be confined to:
- (i) The playing of bowls and other pursuits incidental thereto; and,
 - (ii) In the discretion of the General Committee, any social function arranged by a member or members of the Club, or by or for the benefit of any lawfully constituted charitable or religious body.

(d) Interpretation of Rules: In case of doubt of the strict meaning of any rule the interpretation thereof by the Committee shall be binding upon the members but at the next Annual General or Special General Meeting called for the purpose the matter, if so desired, may be referred to members for their decision.

BY - LAWS

24. (1) All members shall conform to the Constitution, Rules, and By-laws of the Club, the By-Laws of the B B A and the S A B A as well as the laws of the game, and any additional By-laws which shall be deemed necessary by the Club shall be strictly adhered to and shall be binding upon all members.
- (2) The Green Ranger shall have the power to suspend play at any time at club level if conditions warrant such suspension. For events above club level the Controlling Body shall decide.
- (3) No games other than bowls shall be played on the greens of the Club.
- (4) Children shall not be allowed to run on the greens or banks, or otherwise the property of the Club.
- (5) Dogs shall not be permitted within the enclosure of the Club.