

Physical: 13 Shiraz Ebrahim Street, Fisantekraal, Durbanville, 7550

Tel: 061 147 8472 Fax: 086 600 4911

Email: [info@fisantekraalgolf.co.za](mailto:info@fisantekraalgolf.co.za)

Web: [www.fisantekraalgolf.co.za](http://www.fisantekraalgolf.co.za)



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# CONSTITUTION & RULES

## 1. Club details

1.1 The name of The Club shall be **Fisantekraal Golfing Community (FGC)**

1.2 The postal address for the club shall be 13 Shiraz Ibrahim Street  
Fisantekraal  
  
Durbanville  
  
7550

1.3 Bank Account..... **OPENED**.....

## 2. Objectives

- (a) The principal objective is to establish, maintain and conduct a social club devoted to golf with the purpose of providing benefits and enjoyment for its members
- (b) To promote and cultivate golf within Fisantekraal and its neighbouring communities.
- (c) To become a virtual club that is recognized by SAGA and subsequently afford our members the opportunity to participate in official league games.

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### Committee

Edward Kleynhans  
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### 3. Definitions

In reading this Constitution, unless the context or such otherwise indicates or requires:

- (a) "The Club" means FGC  
"The Committee" means the Managing Committee for The Club,  
duly elected for the time being in accordance with these Rules.
- (b) "Annual Meeting" means an Annual General meeting. (AGM)
- (c) "Special General Meeting" means a General Meeting as defined below, called in accordance with Rule 10 hereunder, at which only business that has been described in the notice may be transacted.
- (d) "General Meeting" means the General meeting of The Club whether Annual or Special.
- (e) "Month" means a calendar month.
- (f) "Financial year" means from the first of April each year, until the following 31<sup>st</sup> of March.
- (g) "SAGA" means South African Golf Association

**(Words importing the masculine gender shall include the feminine gender and words importing the singular shall include the plural)**

### 4. Membership

The Club shall keep an up to date register of members.

- (a) Any person desiring to become a member of The Club shall sign an application form provided and submit it to any member of the prevailing elected committee.

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## 5. Member's Rights

- (a) The rights and privileges of every member shall be personal and shall not be in any manner through any other person on their behalf.
- (b) Only full time members will be allowed to attend AGM's and special meetings.

## 6. Subscriptions

- (a) All membership fees need to be in by end of March each year. Interest of 10% on the initial membership fee will be levied for every month that the subscription is outstanding.
- (b) The annual subscription of The Club shall be set by majority vote of the Management Committee. Notice of the fees and subscriptions shall be communicated to the members via a newsletter.
- (c) The current membership fee stands at R100.

## 7. New Members

If approved between 1 Jan and 31 March – Full annual subscription

If approved between 1 April and 30 June – 75% annual subscription

If approved between 1 July and 30 September – 50% annual subscription

If approved between 1 Oct and 31 December – 25% annual subscription

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## 8. Liability for Subscription

- (a) Any member failing to pay his subscription fees by the determined date will be unable to compete in club champs.

## 9. General Meetings

The Annual General Meeting of members shall be held every calendar year within four months (between 1 November and 31 March) of the closing of the financial year. Notice of the meeting and agenda items including special notices of motion must be tabled to the committee 14 days before the date of the meeting. At this meeting a report shall be presented by the Captain on behalf of the Management Committee, and the Treasurer shall present the club's statement of accounts and balance sheet for the past year.

Only paid up members will constitute a quorum at a General meeting or special General meeting and will have the privilege of voting during AGM's and special meetings.

The Chairman of the meeting shall be the Club Captain or if not available a person nominated and elected by the members present.

The order of business at the Annual Meeting shall be as follows:

- (a) Reading notice of meeting.
- (b) Reading minutes of the last Annual Meeting and any other General Meeting.
- (c) Reading Captain's Report, discussion and adoption or otherwise.
- (d) Reading Statement of accounts and Balance Sheet to be received or otherwise.
- (e) Election of Management Committee.
- (f) Special Business of which Notice of Motion has been given.
- (g) Other Business.

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## 10. Special General Meetings

The Management Committee may, at any time call a Special General Meeting by giving adequate notice. A Special General Meeting can also be called by members if the request is made by at least 30% of the total member constituency. Notice of the meeting request can be emailed or sms to any of the members on the committee. Only business, of which notice shall have been given as above, shall be discussed at a Special General Meeting. Ten shall form a quorum.

In the case of insufficient members to form a quorum being present after 1 hour following the advertised start time for an Annual General Meeting, said meeting will be automatically adjourned to re-convene at a later date determined by the committee and members present and shall proceed with or without a quorum at the next meeting.

## 11. General Provision

- (a) These rules shall be the rules of The Club and shall be binding on all members.
- (b) Correct accounts and books shall be kept showing the financial affairs of The Club.

## 12. Election of Office Bearers

- (a) The management of the club shall be vested in a Management Committee consisting of 3 committee persons elected for a 2 year term.
- (b) The annual election of officers shall be by ballot at each Annual General Meeting in the presence of the returning officers and two scrutineers elected by the members present at such meeting. Members unable to attend the meeting may lodge a vote on the approved ballot paper with the committee prior to the meeting, having also recorded and signed an apology for the meeting on an outer sealed envelope that contains the sealed ballot paper.
- (c) In a case where no more than the required number of officers shall be nominated, those so nominated shall be declared elected.

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### **13. Procedures at General Meeting**

- (a) The Chairperson (Captain) shall have the casting vote only and shall decide all questions of order unless otherwise provided by these rules.
- (b) All Notices of Motion for consideration at the Annual Meeting must be handed to the committee in writing no less than 14 days prior to the date set for said meeting.

### **14. The Management Committee & Terms**

- (a) The quorum at all Committee meetings shall be 2 members.
- (b) Committee meetings shall be held monthly. Special meetings may be called by the Captain or on the request of either the other two members of the Committee.
- (c) If, without satisfactory explanation, any Committee person shall absent himself from three consecutive Committee meetings, his/her office shall be terminated forthwith unless the absence was due to an acceptable reason or excuse.
- (d) No member of the Committee shall be held to have resigned his seat until his resignation, in writing, has been accepted by the Committee.
- (e) Any vacancy occurring in the Committee shall be filled at a special meeting of the Club when a member shall be elected to fill such a vacancy until the next election.
- (f) The Captain shall preside at all meetings of the Committee of The Club and, in his absence the vice-captain. All resolutions of the Committee shall be decided by a majority vote of all those present.

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## 15. Powers of the Committee

The business of The Club shall be managed by the Committee, who may exercise all powers of the club, except those required to be exercised by The Club at a General Meeting.

The committee have power to do the following things:

- (a) To purchase or otherwise acquire any books, newsletters or periodicals and dispose of them as it may see fit.
- (b) To acquire resources such as data bundles and airtime for the use of administrative purposes.
- (c) To regulate and control their own meeting and the transaction of business thereat.
- (d) To pay any servant of The Club any gratuity for faithful and diligent service as deemed fit.
- (e) In accordance with the rules to suspend, or expel any member.
- (f) Every member of the Committee shall be indemnified against any loss, expenses or liability incurred by reason of any act or deed performed by him/her in good faith on behalf of the Committee and the Committee may use the funds of The Club for any such purpose required, together with any reasonable expenses incidental to Committee activities.

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## 16. Secretary and Treasurer

- (b) It shall be the duty of the Secretary or Treasurer to conduct the affairs of The Club under the directions of the Committee, and to keep the books provided for that purpose correct, to keep a book of accounts showing the financial affairs of The Club and also full and accurate minutes of the proceedings of all meetings of members as well as meetings of the Committee which shall be produced to the Committee at every meeting thereof.
- (c) The secretary shall enter in a book provided for that purpose, the name in full and the addresses of all members of The Club for the time being and the date of the last payment by each member of his/her subscription and in another book shall be entered the names in full and the addresses of all, the date they joined and the period of their membership.

## 17. Alteration and Repeal of Rules

- (a) No repeals of any existing rules and no new rules or alteration, amendments or suspensions of a rule shall be valid unless a motion therefore is carried by a three quarters majority of members present and voting at a General or Special General Meeting.
- (b) Notices of motions to repeal, alter or suspend any rule shall be given to the committee at least 14 days preceding the Annual or Special General Meeting at which the motion shall be presented. The committee shall inform all members via email or newsletter of any motions tabled.

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## 18. Suspension or Expulsion of Members

The Committee in receiving a complaint from the public or a fellow member, concerning a member's behaviour which is considered a serious breach of the liquor act (or rule) or unruly behaviour concerning his conduct or a breach of the sporting rules of golf, may suspend a member for a period of time until disciplinary action under clauses 21(c) & 21(d) can be taken.

- (a) The Management Committee is required to exempt any member of that Committee from hearing a charge in which he/she has an interest.
- (b) Who shall fail in the observance or commit any breach of any rule of The Club, or any order or direction of the Management Committee or of any General Meeting.
- (c) Any member charged with misconduct as above shall be furnished with a written copy of the charge and summoned before the Management Committee, who shall after hearing the accuser and accused and taking such evidence as they may consider proper, if they find the charge proved, inflict a penalty of suspension from all or any of the privileges of membership.
- (d) If the Management Committee consider that on a charge of gross misconduct, suspension as above is insufficient, they may call on the member to resign, and if he/she neglects to resign within 10 days they may declare him/her to be expelled, but in any case the accused shall have the right of appeal to a Special General Meeting called for the purpose, whose decision shall be final as decided by the majority of the members present.

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