

Knysna Angling and Diving Association

K.A.D.A.

CONSTITUTION

(This document consists of paragraph 1 to 12.1 inclusive)

1. **NAME**

1.1 The Association shall be called *THE KNYSNA ANGLING AND DIVING ASSOCIATION*

2. **OBJECT**

2.1 The object of the Association shall be the encouragement and the promotion of the sport of boating, angling and underwater diving generally, and in fulfilment thereto:

- 2.1.1 (a) Organise or sponsor competitions;
- 2.1.2 (b) Join, subscribe or affiliate with other associations, clubs or bodies with similar objectives;
- 2.1.3 (c) Acquire or dispose of immovable property, enter into leases of immovable property and erect buildings and other structures;
- 2.1.4 (d) Acquire or dispose of movable property by purchase, sale or lease;
- 2.1.5 (e) Apply for licences for sale of liquor, other refreshments and food to members;
- 2.1.6 (l) Do all things necessary for the promotion of its objects or the exercise of its powers.

3. **MEMBERSHIP**

3.1 The membership of the Association shall consist of the following classes:

- 3.1.1 (a) Ordinary Members
- 3.1.2 (b) Life Members
- 3.1.3 (c) Honorary Members
- 3.1.4 (d) Temporary Members
- 3.1.5 (e) Reciprocity Members
- 3.1.6 (f) Foundation Members

4. **QUALIFICATION AND PRIVILEGES OF MEMBERS**

4.1 **Ordinary Members**

- 4.1.1 Ordinary Members shall be those persons residing within the Magisterial District of Knysna who have attained the age of 18 years, are members of good standing of either the Knysna Deep Sea Club or the Knysna Angling Club or the Scylla Diving Club and have been formally proposed, seconded and accepted as Ordinary Members in terms of this Constitution.
- 4.1.2 Ordinary Members shall enjoy full privileges of the Association.

4.2 **Life Members**

- 4.2.1 Life Members shall be Ordinary Members who on payment of a lump sum to be fixed by the General Committee of the Association shall be entitled to full privileges of the Association during his/her lifetime without the necessity of paying any further fees or subscriptions but subject to this Constitution insofar as suspension and expulsion are concerned.

4.3 **Honorary Members**

- 4.3.1 Honorary Members shall be any person who by reason of his/her holding public office or being a bona fide candidate for membership or having conferred some special benefit upon the Association in the opinion of the General Committee is entitled for life or any lesser term to the full privileges of and ordinary member of the Association without payment of any fees or subscriptions.

4.4 **Temporary Members**

- 4.4.1 Temporary Members shall be any person not residing within 100 kms of the premises of the Association, who are temporary members in good standing of either the Knysna Deep Sea Club or the Knysna Angling Club or the Scylla Diving Club and who having made application in terms of the Constitution are, save for the right to entertain guests, afforded the full privileges of an Ordinary Member for a specified time not exceeding thirty consecutive days for a fee fixed by the General Committee.

4.5 **Reciprocity Members**

- 4.5.1 Reciprocity Members shall be those members not residing within 100 kms of the premises of the Association in Knysna, in good standing of such clubs or associations with which the General Committee has arranged terms and conditions of reciprocity or affiliation in the interests of the Association and shall be entitled to all the privileges of an Ordinary Member.

4.6 **Payment for Accommodation, Liquor and refreshment**

- 4.6.1 No profit from the sale of liquor by the club shall accrue to any individual.

4.7 **Relaxation of Residential Qualifications**

- 4.7.1 The Restrictions relating to the residential qualifications and-reciprocity members may, by resolution of the Management be relaxed during the period such person is engaged in any match or competition such person shall be entitled to the privileges of membership for such period only.

5. **ADMISSION OF MEMBERS**

5.1 **Ordinary Members**

- 5.1.1 Ordinary Members shall be obliged to sign an application form reflecting his/her name, permanent address, occupation, age and the designated club of which he/she is a member and such application form shall be signed by one member of his/her Club as Proposer and by another as Secunder.
- 5.1.2 Such application duly completed and accompanied by the entrance fee and the appropriate subscription, shall be lodged with the Hon. Secretary of the Association who shall forthwith post a copy thereof on the Notice Board of the Association.
- 5.1.3 The Notice of Application shall remain on the Notice Board of the Association for a period of not less than three weeks prior to the Application being considered by the General Committee who shall consider the application and either accept or reject the same.
- 5.1.3.1 If accepted the applicant shall be deemed to be duly elected.
- 5.1.3.2 In the event of the candidate being rejected, the above mentioned fees shall be refunded forthwith.
- 5.1.3.3 No rejected application shall again be proposed or considered for membership until after the expiration of a period of six calendar months calculated from the date of such rejection.

5.2 **Life Members**

- 5.2.1 Life Members shall be obliged to sign an Application form reflecting the period during which they have been Ordinary Members and reflecting the sum amount paid by them to the Association which amount shall not be less than the minimum amount fixed by the General Committee for such purpose.

5.2.2 Each application for Life Membership shall be lodged with the Hon. Secretary and shall be considered and approved by the General Committee at the next meeting of such Committee after the application has been so lodged

5.3 **Honorary Members**

5.3.1 Honorary Members shall be nominated by the unanimous vote of the General Committee who shall, through the Hon. Secretary in writing; inform such persons of it's decision and invite him / her to-notify the Committee of his/her acceptance of such nomination.

5.3.2 Upon receipt by the Association of a written acceptance, the person concerned shall be as from that date to the full privileges of an Ordinary Member.

5.4 **Temporary Members**

5.4.1 Temporary Members shall be obliged to sign an application form reflecting his/her name, permanent address, occupation, age and the period for which such membership is requested and such application form shall be signed by a Member in good standing of the Association and another Secunder.

5.4.2 Such application duly completed and accompanied by the requisite fee, shall be lodged with the Hon. Secretary of the Association who shall notify the applicant in writing of his/her admission to temporary membership, furnish him / her with a membership card reflecting the period of his/her membership and post a copy of the application on a notice board in the premises of the Association, erected for such purpose where it shall remain for the period of his / her membership.

5.5 **Reciprocity Members**

5.5.1 Reciprocity Members shall be obliged to sign the appropriate book each day that they make use of the premises of the Association.

6. **RESIGNATION AND TERMINATION OF MEMBERSHIP**

6.1 Any member desiring to terminate his/her membership of the Association shall notify the Hon. Secretary in writing of such intention. Should such notification be received before the commencement of the new Financial Year, the member concerned shall not be liable for his/her subscriptions or levy for the ensuing financial year but shall remain liable for the full current year's subscription or levies.

6.2 No member who has not paid his/her subscription within three months after it has become due shall be allowed to continue as a member whilst his/her subscription is unpaid.

6.2.1 On the expiry of the aforesaid period of three months, a written demand shall be made upon such member and in the event of the defaulter paying arrears due to the Association within thirty days of date of such demand, then and in that event he / she shall be reinstated as a member without payment of any entry fee.

6.2.2 Any member of the General Committee who has failed to adjust all his liabilities to the Association within three months from the due date shall ipso facto cease to be a member thereof and he shall not be eligible for re-election until all such liabilities have been adjusted.

6.3 If a member shall be found by the General Committee, after due enquiry to have been guilty of a breach of these rules, disreputable behaviour or improper conduct it may

6.3.1 Suspend that member from the Association for any period, with forfeiture of such privileges as it may determine.

6.3.2 Expel such member from the Association and he shall thereupon forfeit all right, claim or privilege upon the Association or it's property.

- 6.4 A member who resigns, is suspended or expelled from the Association in terms hereof shall forfeit his subscription.

7. **MANAGEMENT AND OFFICERS**

- 7.1 The management of the affairs of the Association shall be vested in a General Committee consisting of 3 (three) persons - who will be members of the Association and of the Clubs concerned, namely, The Knysna Deep Sea Club and The Knysna Angling Club. In addition 1 (one) person will be appointed by and from, either the KDSC or the KAC to act as Chairman of KADA for a two Year term, thereafter the Chair will pass to the other associated Club.
The Scylla Diving Club will appoint from amongst its members 1 (one) person to attend Committee meetings, the appointed person will not be entitled to vote at Committee meetings.
The said clubs shall appoint their nominees (according to the constitution) of each Club and shall notify the Association in writing of the names of their nominees, such notification to reach the Association not later than 7 day after the Club's Annual General Meeting.
- 7.2 The General Committee shall, at the first meeting held in each financial year, appoint from among its members, a Vice Chairman, Hon. Secretary, Hon. Treasurer, and such subcommittees as it may deem necessary. Office bearers shall hold office for the ensuing financial year. The office of the Hon. Secretary and the Hon. Treasurer may be combined.
- 7.3 The General Committee shall meet as often as convenient to conduct the affairs of the Association but not less than six times per year.
- 7.4 2 (two) members from KDSC and 2 (two) members from KAC shall form a quorum.
- 7.5 In the event of a Committee Member being unable to carry on with his/her duties due to ill health, death or having resigned, it shall be the duty of the Club who nominated him / her to nominate a replacement after having been requested by the General Committee to do so.

8. **POWER AND DUTY OF THE GENERAL COMMITTEE**

- 8.1 The General Committee shall:
- 8.1.1 Convene all meetings.
- 8.1.2 Conduct the election of Members and suspend or terminate their membership.
- 8.1.3 Appoint, remove and determine the duties and wage of servants.
- 8.1.4 Have custody and control of funds and other property of the Association and annually appoint an Auditor who shall not be a member of the General Committee, to audit the books of the Association.
- 8.1.5 Make, amend or repeal bye-laws, provided that such are not repugnant to this constitution and such bye-laws shall operate immediately.
- 8.1.5.1 All Bye-Laws and amendments thereof shall be posted up forthwith on the notice board, or other conspicuous place in the Clubhouse premises of the Association.
- 8.1.6 Be empowered to appoint sub-committees to delegate any of its powers to such sub-committees provided that any action taken by any sub-committee shall be subject to the approval of the General Committee.
- 8.1.7 Have prepared and despatched as soon as possible after the end of each financial year to all Members and annual Report and a duly audited. Balance Sheet and a Statement of Revenue and expenditure for the past financial year, together with a Statement of Assets and liabilities.
- 8.1.8 Be empowered to add to, delete or in any other manner amend this Constitution provided that it shall

first have notified all members in writing and posted a notice on the Notice Board or other conspicuous place in the Club premises, containing full details of and the motivation for such amendment which notice shall be displayed for not less than 3(three) consecutive weeks, during which period objection may be lodged with the Secretary and which objections should be taken into account when the General Committee meets to consider the amendment.

- 8.1.9 Do all other things which it may consider conducive to the interest and good management of *the* Association or the promotion of its objects, subject to the Rules and Regulations in force for the time being.

9. **DUTIES OF OFFICERS**

9.1 **The Honorary Secretary**

- 9.1.1 The Honorary Secretary shall keep a register of Members in their various classifications and shall record Minutes of all Meetings in a proper book ~ reserved exclusively for that purpose- and be called the "The Minute Book", which shall be open for inspection by members at reasonable times, He shall also record therein such details as may be required of resolutions of the General Committee, and otherwise perform such duties delegated to him elsewhere in these Rules and generally recognised as Secretarial.

9.2 **The Honorary Treasurer**

- 9.2.1 The Honorary Treasurer shall collect all moneys due to the Club.
- 9.2.2 He shall make payments as are authorised by the General Committee.
- 9.2.3 He shall keep proper books, in which all receipts and disbursements shall be clearly stated.
- 9.2.4 His accounts and statements shall be made up after the close of the financial year and shall then be audited prior distribution to Members.

10. **ENTRANCE FEES AND SUBSCRIPTIONS**

- 10.1 Annual Subscriptions and Entrance Fees and other charges shall be determined annually by the General Committee provided that the annual-subscriptions for Ordinary Member shall not at any time be less than R12.00 per annum.

11. **FINANCE**

- 11.1 The funds of the Association shall be expended solely in the interests of the Association and in the promotion of its objects.
- 11.2 All moneys paid to the Association from whatever source shall be deposited in the account opened in the name Of the Association with any Commercial Bank.
- 11.3 All payments made by cheque shall be signed by any two of the Chairman and the General Committee, The Honorary Treasurer, a member of the General Committee or the Club Manager.
- 11.4 The financial year of the Association shall be from 1st January to 31st December of each year.

12. **FOUNDATION MEMBERS**

- 12.1 All Ordinary Members in good standing of the Knysna Deep Sea Club, The Knysna Angling Club and the Scylla Diving Club as at the date of the ratification of this Constitution, shall be subject to the approval of the General Committee, be deemed to be fully paid up Ordinary Members of the Association and shall be registered as such but shall, at the termination of the financial- year in which ratification takes place, be responsible for payment of such Member's fees as may be fixed by the General Committee as being applicable to Ordinary Members for the ensuing and following financial years.