

# CONSTITUTION

## NORTHERN GAUTENG PRACTICAL SHOOTING ASSOCIATION

### 1. NAME

The Association, a non-profit amateur sporting body and open to all reputable persons, is known as the Northern Gauteng Practical Shooting Association, hereinafter referred to as the Association.

The Association, in its own name, shall be capable in Law of suing and of being sued and of acquiring, holding and alienating property, movable and immovable, to act as dealers in arms and ammunition and shooting accessories, and as importers, wholesalers, retailers and manufacturers of such goods or items as may serve the interests of the sport of practical shooting in the Northern Gauteng.

### 2. DEFINITIONS

The following expressions shall have the following meaning assigned to them, namely :-

<b>"Affiliated Club"</b>	Means a club at which practical shooting is conducted, which is affiliated to the Association and which has paid its affiliation fees to the Association and which is situated within the Northern Gauteng Province as determined from time to time by the South African Practical Shooting Association.,
<b>" Amateur"</b>	Means amateur as defined by the South African Olympic and' National Sports Council.
<b>" Auditor"</b>	Shall mean an auditor registered under the Public Accountants and Auditors Act of 1951.
<b>"Executive Committee"</b>	Shall mean the Executive Committee of this Association as provided for in this Constitution.
<b>"Delegates Committee"</b>	Shall mean the Delegates Committee as provided for in this Constitution.
<b>"Member"</b>	Shall mean a member of an affiliated Club who is in good standing with such Club and with the Association and is accepted as such by the Association and who has paid his fees to the Association; and shall also mean such other person outside the Province of the Northern Gauteng approved of by the Committee who shall become a member on such terms and conditions as the Executive Committee shall determine.

### **3. OBJECT**

The object of the Association is to promote, organise and control the sport of amateur practical shooting in the Northern Gauteng Province and to foster the good image of the sport of practical shooting in the public eye and to promote the safe, competent and responsible use of firearms for anyone legally entitled to use them.

### **4. LIABILITY OF MEMBERS**

The Liability of the members for debts incurred by the Association shall be limited to the amount of the unpaid membership fees.

### **5. SPECIAL POWERS OF THE EXECUTIVE COMMITTEE**

- (a) The Executive Committee shall, where it considers it to be in the interest of the Association, and its objects, be entitled:-
  - (i) To refuse an application for membership.
  - (ii) To suspend the membership of any member .
  - (iii) To expel a member.
  - (iv) To refuse an application for affiliation of a Club.
  - (v) To suspend the affiliation of any Club.
  - (vi) To expel an affiliated Club.
  - (vii) To take such other disciplinary measures as may, in the circumstances be deemed appropriate.
- (b) In the exercise of its discretion in terms of sub clause (a) hereof, the Executive Committee may appoint a disciplinary committee to act on its behalf.
- (c) Before a member or Club is expelled or suspended, such member or Club shall be given the opportunity to state his or its case, explain or defend himself or itself, during a hearing held on a date decided upon by the Executive Committee. Upon which date the hearing must be concluded.
- (d) A member or Club who has been expelled or whose affiliation or membership has been suspended shall have no claim against the Association for reimbursement of any monies paid.

### **6. REQUIREMENTS FOR AFFILIATION OF CLUBS**

- (a) A certified copy of its constitution is to be furnished to the Executive Committee and to be approved by the Executive Committee.

- (b) An affiliation fee which will be set from time to time at the Annual General Meeting is to be paid per annum in advance-
- (c) The names and addresses of its members are to be furnished to the Executive Committee.
- (d) The names and addresses of its elected and appointed office-bearers or committee members are to be furnished to the Executive Committee.
- (e) Affiliated Clubs shall not amend their constitutions without the approval of the Executive Committee.
- (f) All members are to be amateurs.

## **7. MANAGEMENT CONTROL AND ADMINISTRATION**

- (a) The management, control and administration of the Association shall vest in the Executive Committee, constituted as follows:
  - Chairman
  - Vice-Chairman
  - Secretary
  - Treasurer
  - Two additional members
  - N.Gauteng Range Officer representative
- (b) All to be elected at the Annual General meeting and who shall hold office for a period of 2 (two) years as follows:
  - Chairman and Treasurer every even numbered year: (i.e. 1996- 1998)
  - Vice-Chairman and Secretary every uneven numbered year: (i.e. 1997 -1999)
- (c) In the event of any elected Executive Committee member vacating office during the term of office of the Executive Committee, the Executive Committee shall be entitled to co-opt any member to the Executive Committee to serve until the next Annual General meeting and to replace such vacating office bearer out of its own ranks.

## **8. DELEGATES COMMITTEE AND POLICY MAKING**

- (a) The Delegates Committee shall be responsible for the policy making of the Association and shall be constituted as follows:
  - (i) The members of the Executive Committee and appointed Club Delegates.
  - (ii) Club Delegates may be appointed by each affiliated club in the ratio of 1 x Delegate for each 25 members (or part thereof) of their SAPSA affiliated club members.
  - (iii) Club Delegates may be appointed for each Delegates Committee Meeting and will be allowed one vote. A Delegate must be present at such meeting in order to record that vote. No proxy votes (Executive or Delegate) will be permitted.

- (b) The Delegates Committee shall meet at least six times during its term of office and at least every three months and shall use as its office bearers the respective office bearers of the Executive Committee.
- (c) At least one week's written notice of Delegates Committee meetings shall be given to Club Secretaries and such notice shall state the date, time and place of the meeting.

**9. QUORUM AT COMMITTEE MEETINGS**

- (a) The Committee members who are present at any Committee meeting shall constitute a quorum, but if less than one-half of the Committee members are present, the meeting will be adjourned for half an hour after which the meeting shall proceed with those Committee members present who shall constitute a quorum.
- (b) All meetings shall be properly minuted.

**10. ANNUAL GENERAL MEETING**

- (a) An Annual General Meeting shall be called by the Executive Committee each year before 30 April at a suitable venue and the office bearers of the Executive Committee shall be the respective office bearers at such meeting.
- (b) At least 30 (thirty) days written notice stating the time and place of such Annual General Meeting shall be given to the Club Delegates of all affiliated Clubs.
- (c) All members present shall have equal voting powers at the Annual General Meeting.
- (d) The Annual General Meeting shall elect the members of the Executive Committee, consider the balance sheet of the Association and the Chairman of the Executive Committee's report relating to the business of the Association for the previous year and shall instruct and/or make recommendations to the newly elected Executive Committee in regard to its functions for the ensuing year.

**11. SPECIAL GENERAL MEETING**

- (a) Any 20 members may at any time in writing and under their signatures request a Special General Meeting.
- (b) Such written request shall set out clearly and concisely:
  - (i) The purpose for which such Special Meeting is required;
  - (ii) The nature of the motion promotions there to be considered; and
  - (iii) The reasons for such motion and why it cannot be left over for consideration and decision at the next Annual General Meeting.
- (c) On receipt of a request in the proper form the Chairman shall determine a date and place for such Special General Meeting, which date is to be within one

month of receipt of such notice and he shall notify the Secretaries of all affiliated Clubs in writing at least two weeks before the date of the meeting of the date and place thereof and simultaneously supply such Secretaries with a copy of the written request received by him.

- (d) A properly constituted Special General Meeting shall have similar powers as an Annual General Meeting in regard to the giving of instructions and/or making of recommendations to the executive committee relating to future conduct and/or financial matters.
- (e) All members present shall have equal voting powers at a Special General Meeting.

## **12. QUORUM AT GENERAL MEETING**

- (a) At any General Meeting a quorum shall consist of 30% of the members of the Association provided that if less than 30% are present, the meeting maybe adjourned for 30 minutes and thereafter reconvened when those members present will be a quorum.
- (b) All General Meetings shall be properly minuted.

## **13. FINANCIAL YEAR**

The financial year for the Association shall extend from 1 March to 28 February of the same year. This will be effective from 1 April 2012.

## **14. MEMBERSHIP YEAR**

The membership year for the Association shall extend from 1 April to 31 March of each year. This will be effective from 1 April 2012.

## **15. KEEPING OF RECORDS**

The Committee shall cause to be kept such accounts, entries, registers and records as are necessary for the proper working of the Association. The books of account shall be made up at the end of the financial year and shall be audited by the auditor of the association or by any person appointed by the .Committee in the event of the Association not having an auditor. An audited balance sheet shall be submitted to the members at the Annual General Meeting. The auditor of the Association shall have the right of access at all time to the books and accounts and vouchers of the Association and shall be entitled to require from the officials of the Association such information and explanations as he thinks necessary for the performance of his duties.

## **16. BANKING ACCOUNT**

The Association shall maintain a banking account with a registered commercial bank and/or building society. All monies received shall be deposited to the credit of the Association's said account and all payments shall be made under signature of the persons authorised by the Executive Committee.

**17. PROVINCIAL COLOURS**

Provincial Colours may be awarded at the discretion of the Executive Committee to persons who:

- (a) Are South African citizens; and
- (b) Represented the Province at Provincial, National or International events, provided that they may be withheld from such person on the grounds of misbehaviour, insubordination or unsportsmanlike behaviour.

**18. HONORARY PROVINCIAL COLOURS**

Honorary Provincial Colours may be awarded by the Delegates Committee to persons who;

- (a) Are South African citizens; and
- (b) Have rendered loyal and unselfish service to the Association over a period of at least 5 years.

**19. AMENDMENT OF CONSTITUTION**

- (a) This Constitution may only be amended by a two-thirds majority of the votes of the members of the Association present at a General Meeting, of which due notice has been given.
- (b) Proposals of amendments must be signed by the proposer and the seconder and submitted to the Executive Committee in writing.
- (c) Proposals of amendments shall, subject to sub-clause (e) hereunder, be submitted to the next General Meeting by the executive Committee.
- (d) An Executive Committee may, subject to sub-clause(e) herunder and notwithstanding sub-clause(b) above, submit proposals of amendments at any General Meeting.
- (e) Proposals of amendments shall be circulated by the Executive Committee to Club Delegates, for distribution to members, at least 30 (thirty) days prior to the Annual General Meeting.

**20. RULES**

The Practical Shooting rules as determined by the International body and Delegates Committee from time to time shall be applied by the Association, its Clubs and Members.

**21. DISSOLUTION**

Other than by operational law, the Association shall only be dissolved upon resolution by a two-thirds majority of the votes of the members at a General Meeting. Once a resolution of dissolution has been passed the General Meeting will decide on the disposal of assets after, debts and/or claims, if any, have been satisfied and will also decide on the application of the proceeds.

**22. AFFILIATION TO OTHER BODIES**

The Delegates Committee may from time to time affiliate the Association to other bodies and/or Associations in furtherance of the objectives of the Association.