

Name: (A)

The hockey club hereby constituted shall be called "OB Hockey Club".

Body Corporate: (C,D,E,F,Q)

The club shall:

- Exist in its own right, separately from its members.
- Continue to exist even when its membership or office bearers changes.
- Ensure that the assets and liabilities of the club will be held separately from those of its members and the club shall be able to own property and other possessions.
- Ensure that the income or property from the club is not distributable to any of its members or office bearers, except as reasonable compensation for services rendered.
- Ensure that the members or office bearers have no rights in the property or other assets of the club solely by virtue of their being members or office-bearers.
- Be able to sue and be sued in its own name.
- The club shall ensure that the members or office-bearers do not become liable for any of the obligations and liabilities of the organisation solely by virtue of their status as members or office-bearers of the organisation.

Objective: (B)

1. To participate and promote participation of hockey and other sporting events in the community within the Western Province Hockey Union's regulations and;
2. To play within a league that will enhance sportsmanship and motivate players in the community to excel.

Colours:

The home kit shall be primarily royal blue. An optional away kit shall be primarily black with a dominance of lumo green detailing. Any other graphic design/logos/modification to be placed upon the kit shall be decided upon at a Special or General Meeting. A full notice of any playing kit alteration will need to be approved by the Executive Committee.

Membership and Organisational Structure: (H,R,T)

The structure of the club will be according to the Voluntary Association standards.

OB Hockey Club's Executive Committee shall consist of a Chairman, Vice Chairman 1, Vice Chairman 2, Treasurer and Secretary. There will be Playing Members, Non-Playing Members and the General Committee Members. All these members have the right to vote at General and Special meetings provided they have paid any outstanding fees and completed prescribed forms.

Applications for membership to any part of the club must be proposed and seconded by two current members of the club who are both of good standing in the club. The proposal will be reviewed by the Executive Committee and decided upon by a majority vote. An accepted proposal shall result in the applicant being subject to a subscription fee, any other necessary fees and will also need to fill out any necessary forms within 30 days of being accepted. The applicant will then join the club as a Non-Playing Member or Playing Member as decided by majority vote by the Executive Committee. A

newly-joined member will need to sign a club indemnity form as well which releases the club and its members from any liability as incurred upon any member in their own personal capacity.

A rejected proposal will not require a reason to be given to the applicant as to why the proposal was rejected.

OB Hockey Club's General Committee shall consist of a General Committee Head, all the team captains and vice captains as well as any member/s of the club as elected by the Executive Committee. They will report any important team matters to the Executive Committee.

Admin: (S)

Two committees shall be formed and annually meet before the hockey season starts to discuss club matters. Club members may be permitted to act in more than one position in this committee if so chosen to do so by a majority vote by the Executive Committee in this matter. Affairs of the club shall be conducted by the Executive Committee.

The second committee shall be known as the General Committee and shall comprise of a leading role known as General Committee Head. A General Committee Head shall be initially elected by the Executive Committee and shall only be filled by a member of the General Committee. This role requires the member who holds it to attend both General Committee Meetings and every first Executive Committee meeting of every month, to conduct General Committee meetings every two weeks (or as deemed necessary) to deal with any issues the General Committee wishes to discuss and to act as a liaison between the General Committee and the Executive Committee. The remaining members of the General Committee will comprise of club members who have been voted to form part of the General Committee as decided by the Executive Committee. Members of the General Committee have the right to vote on motions to pass within the club. A majority vote will be required for any motion to be passed and the Club Owner will have the power to override any decision made by the General Committee.

Nominations to join the Executive Committee will be made at General Meetings only every two years. A nominee must have been a member of the club in any capacity for at least two consecutive years if they are not a founding member. Proper minutes will be kept at each General Meeting. These minutes will be kept by the Secretary and made publicly available for inspection by club members. General Meetings will be held every two weeks (or as deemed necessary) and will require a 100% attendance by General Committee Members. General Committee members will comprise of those members of the club who have been voted in to be part of the General Committee by the Executive Committee. This voting into and out of the General Committee can only be done by the Executive Committee only at the acceptance stage of a proposal to join the club, or a Special Meeting will need to be called to vote on such a similar decision.

Elections to fill the role of chairman will be by decision of the current chairman who intends to retire from that position or by majority election by the Executive Committee. This election can only be done every two years at an Executive Committee Meeting. All nominations to the chair must be submitted to the Executive Committee at least two weeks prior to the Executive Committee Meeting where nomination to the chair will be considered.

Election for club members to become members of the Executive Committee in any capacity will be as decided by the retiring member of the Executive Committee only in the capacity in which he/she served on the Executive Committee. Or by majority election by the Executive Committee for the General Committee Head or if this does not result in majority election, by majority election by the

Executive Committee on any other member of the General Committee who is of good standing in the club and has been a member of at least 2 consecutive years.

Proceedings at Executive Committee Meetings: (I)

The Executive Committee will be required to meet at least once a month during the season or by request of the chairman or by request of at least two executive committee members. A notice of at least two days must be given to the Executive Committee prior to any meeting.

All decisions of the Executive Committee will be made by majority vote of its members. If a member of the executive committee holds more than one position within the Executive Committee, he/she shall still only be allowed one vote. In the case of a tie, the chairman shall have the casting vote. The secretary is required to keep minutes at Executive Committee meetings and may nominate the General Committee Head to take minutes if need be. All Executive Committee Meetings will require a 100% attendance unless a leave of absence has been accepted by the Executive Committee Prior to a meeting. In order for Executive Committee Meetings to commence, 60% of the Executive Committee Members need to be present. This constitutes a quorum.

Proceedings at General Committee Meetings: (I)

The General Committee will be required to meet at least once a month during the season or by request of the chairman or by request of at least 50% of General Committee Members who are of good standing within the club. A notice of at least two days must be given to the General Committee prior to any meeting.

All decisions of the General Committee will be made by majority vote of its members. If a member has any outstanding fees/forms, then his/her vote is made void until all outstanding fees/forms have been made. In the case of a tied vote, the General Committee Head shall have the casting vote. The General Committee Head is required to keep minutes at all General Committee meetings and may delegate this task to any member of the General Committee who is of good standing with the club. All General Committee Meetings will require a 70% attendance unless a leave of absence has been accepted by the General Committee Head prior to a meeting. In order for Executive Committee Meetings to commence, 60% of the Executive Committee Members need to be present. This constitutes a quorum.

Powers and Duties of Executive Committee: (G, J)

To carry out all procedures necessary for the proper functioning of the club in terms of its constitution. This includes considering applications, team selections, collection of subscriptions, fund raising, purchase and maintenance of equipment and grounds, expenses and finance and also carrying out disciplinary action.

Any matters arising between meetings that require immediate attention shall be dealt with by the Chairman or the Executive Committee if possible. Executive Committee members are required to attend all Executive Committee Meetings unless a leave of absence has been granted. The Executive Committee shall select a General Committee Head every year at a Special Meeting. A protest vote of at least 75% by the General Committee against the selection of this General Committee Head will be required to overturn this selection and then the General Committee will be charged with selecting a new General Committee Head by majority vote of the General Committee Members who are of

good standing with the club.

If in the opinion of the Executive Committee the conduct of any member is prejudicial to the good of the club, the Executive Committee has the right to take disciplinary action against the aforementioned member as it sees necessary which may involve a fine, suspension or expulsion with no refund of contributions made by the member in question. The member in question will be able to defend him/herself at a hearing as set by the Executive Committee. Failure to attend this hearing without prior reason or apology entitles the Executive Committee to act in the absence of the defendant. The defendant will be allowed to call forth credible witnesses and/or evidence at the hearing in order to build his/her case. Players shall be notified of the selection of the teams to play each game by means decided by the Executive Committee or by whoever they appoint to select the teams.

The club owner can overrule any of the above rulings and shall have a deciding vote in any instance where conflict may arise.

Any member on the executive committee can appoint any other General Committee member to act as a proxy of the aforementioned executive committee member if he/she is incapacitated or cannot perform the duties expected of him at the time. Due notice will have to be given 24 hours prior to any scheduled meetings in which the executive committee is involved. This proxy member will only be able to act as an executive committee member for a finite time period, as decided upon by all members of the executive committee.

Executive Committee members are entitled to be eligible for team selection and will be allowed to play provided they will be able to duely perform both roles of players and executive committee member to an acceptable standard. Any member of the Executive Committee can step down from their involvement with the Executive Committee provided they have a capable replacement that has been agreed upon the rest of the Executive Committee. The retired executive committee member can then still form part of any other part of the club.

Subscriptions: (O)

All fees and subscriptions shall be paid by all playing and non-playing members. The amount payable by each member shall be determined by the Treasurer at every Annual General Meeting before the start of the new season. The said fees may be adjusted by the Treasurer to take into account any increase in fee/maintenance/acceptable factor.

All subscriptions shall be paid in full by 14 May each year. Any members joining after this date will have a period of 30 days to pay after their proposal to join the club has been accepted by the Executive Committee. If any fees are outstanding by any member, they shall become ineligible to play until all fees are paid in full unless the General Committee has decided by majority otherwise to allow the member to play. This decision can be overruled by the Executive Committee.

Finance: (K,U)

All club funds shall be lodged in its name in a bank or institution as nominated by the Executive Committee.

All transactions will be conducted by means of a banking account. Withdrawals must be authorised by the Chairman and Treasurer. These withdrawals must be made public for all club members to investigate.

All accounts payable shall be submitted by the Executive Committee before payment is made.

Treasurer is responsible for maintaining proper books of accounts and showing them at Executive Committee meetings.

No club member other than the members of the Executive Committee can incur expenses against the club unless consent is given by the Executive Committee to do so. Any individual who incurs expense otherwise shall be responsible for it in their own personal capacity. Any damage/expense incurred by a member at any time shall be responsible in their own capacity and the club shall not be held liable for any cost unless the Executive Committee decides for the club to take on the debt on behalf of the member.

Final payments must be cleared by the Executive Committee.

All funds declared in the club's name may only be used in the interest of the club for any expenditure incurred for administration and sporting reasons.

The financial year end of the club will be 28/29 February.

Income and Property: (V)

Executive Committee Members have the power to institute and defend any action of law in the name of the club when authorised to do so. Professional legal help may be used to aid the members. No personal gain by members of the club is allowed, except for the reasonable compensation.

The club may sue or be sued in the name of its chairman, not in his/her personal capacity, but in the capacity of the club in any court of law in South Africa.

Any club member willingly or unwillingly damaging, neglecting or losing club property shall be liable to the club for such a fee to be repaid.

All assets which the club acquires in its name shall be the sole property of the club and control of such property will vest in the chairman

Annual General Meeting:

Shall be held no later than the first week before the start of a season. All club members must be present. Only Executive and General Committee members have a vote at these meetings. At least a week notice must be given before each Annual General Meeting. The agenda of Annual General Meetings and General Meetings shall consist of:

- Read notice convening meeting
- Read and adopt financial report
- Deal with correspondence
- Amend constitution if necessary
- Elect club officials if necessary
- Fix subscriptions for coming season
- General business
- General proposals
- Treasurers report
- Chairman's report

All general proposals shall be made to pass by majority vote at meetings by those members present that are of good standing with the club. The Executive Committee can overturn any decisions made by the General Committee.

Special Meetings:

Can be convened at any time by the Executive Committee, General Committee or by at least 50% of the club members who are in good standing with the club, stating the reason for the request of a Special Meeting.

At least seven days' notice must be given.

The entire Executive Committee Meeting and at least 50% of the remainder of the club's members must be present.

A majority vote on proposed motions shall be taken. The Executive Committee may override any decision if the motion is seen as harmful to the club in any way.

Alterations to Constitution: (L)

Only approved by more than 60% of the Executive Committee by a resolution.

A notice to alter the constitution must be given and must include details of the proposed amendments.

In the case of any doubt, interpretation of any clause of the constitution shall be decided by the club owner in charge since the last amendment of the constitution.

Club Awards and Fines: (N)

Club awards may be awarded by the Executive Committee. Fines can be imposed on members for any actions they perform that are seen as negative for the club. Once the season has commenced, no member is allowed to freely leave the club until the end of the season. In the event they do so, they are subject to a fine decided upon by the Executive Committee. Any member of the club may be dismissed from the club and have all rights, etc. removed from them after they have received their third (3rd) disciplinary warning from the executive committee.

By Laws: (P)

The Executive Committee shall have the power to adopt by laws which are not inconsistent with the constitution of the club.

Dissolution/Winding up: (M)

The club may close down if at least 75% or more of the members present voting at a meeting convened for the purpose of considering such matter, are in favour of closing down.

Upon dissolution of the club, any asset/s or income remaining after all liabilities and expenses (including legal fees, compensation to members for their services, outstanding registration fees etc.) will be transferred to another Non-Profit Organisation or Hockey Club which is registered with the Western Province Hockey Union.

This Constitution was approved and accepted by members of the Executive Committee on 29 June 2013.