



THE CONSTITUTION OF  
THE CENTURION CANOE CLUB

As accepted at the Annual General Meeting of the Centurion Canoe Club held on 13 March 2008, to replace the constitution adopted on 16 Augustus 1995 and amended on 23 January 1997.

A handwritten signature in black ink, appearing to be "P. White", written over a horizontal line.

CHAIRMAN

A horizontal line representing a signature, with no legible text written on it.

SECRETARY

## CONTENTS

1.	DEFINITIONS	3
2.	NAME AND LEGAL STATUS	3
3.	HEAD OFFICE	4
4.	OBJECTIVES OF CCC	4
5.	ORGANISATIONAL STRUCTURE	5
6.	REPRESENTATION AND VOTING AT GENERAL MEETINGS	7
7.	FINANCES	7
8.	MEMBERSHIP	8
9.	DISCLAIMER	9
10.	DISPUTE	9
11.	AMENDMENT	9
12.	DISSOLUTION	9

## 1. DEFINITIONS

For the purposes of this Constitution, unless the context requires otherwise:

- 1.1 AGM means annual general meeting
- 1.2 CSA means SouthAfrican Canoe Federation
- 1.3 CCC or the Club, means Centurion Canoe Club
- 1.4 Constitution means the constitution of Centurion Canoe Club (CCC)
- 1.5 Exco or executive committee means the committee selected at the AGM as the executive committee of CCC, tasked with the management of the Club;
- 1.6 ICF means International Canoe Federation
- 1.7 Member means any member who has paid his national and club membership fees, who has been accepted as a member of the club and whose membership has not been terminated.
- 1.8 Regulations means the regulations which have been approved by exco and may also be amended by the AGM of the Club to regulate practical and administrative matters pertaining to CCC.

## 2. NAME AND LEGAL STATUS

- 2.1 The Club will be called the Centurion Canoe Club.
- 2.2 CCC is an association of persons not for gain, with separate legal personality. As such, CCC has duties and obligations separate from its members and it can -
  - 2.2.1 own assets and incur liabilities;
  - 2.2.2 perform legal acts and institute, defend or participate in legal proceedings.
- 2.3 CCC will be operated as a sports club, not for financial gain. Any fees, levies or income will be applied in pursuit of the club's aims and for the mutual benefit of the members.
- 2.4 CCC will observe the general and fundamental principles of Gauteng Canoeing, CSA, the ICF and the Olympic Charter.
- 2.5 CCC will act through its exco and is answerable to its members in terms of the regulations and this constitution.

## 3. HEAD OFFICE

CCC is based at Rietvlei dam in Irene and has the following postal address (or such address as the executive committee decides upon from time to time) : PO Box 11499, Die Hoewes, 0163.

#### 4. OBJECTIVES OF CCC

The objectives of CCC are to –

- 4.1 Administer, develop and promote the sport of canoeing and related activities, both at a social and a competitive level, in Centurion and surrounding areas.
- 4.2 Affiliate with the Gauteng Canoe Union and to ensure that the views of the members of CCC are well represented at the Gauteng Canoe Union.
- 4.3 Raise funds for these objectives and conduct the financial affairs of CCC properly, prudently and diligently, and report to members regarding the financial affairs of CCC at least annually.
- 4.4 Open and operate such banking accounts on behalf of CCC as may be required from time to time.
- 4.5 Administer CCC in terms of the provisions of the CCC constitution and the regulations as well as the national and international rules which regulate canoeing, in a fair and diligent manner.
- 4.6 Purchase, take in, exchange, hire or otherwise acquire any moveable or immovable property and any rights or privileges whatsoever which may be deemed necessary, suitable or convenient for carrying out these objectives.
- 4.7 Encourage CCC members to participate in canoeing and to participate in or support South African canoeing races and international competitions.
- 4.8 Advance, promote and safeguard the canoeing interests of all members of CCC and foster good relationships among such members wherever possible.
- 4.9 Educate members about the safety requirements of paddling and to ensure that national paddling rules are complied with
- 4.10 Address imbalances resulting from historical inequities by making paddling accessible to previously historically disadvantaged persons;
- 4.11 Communicate effectively and regularly with members about the affairs of the club.
- 4.12 Arrange races and time trials from time to time.
- 4.13 Arrange social events for members.

- 4.14 Offer training to members.
- 4.15 Work to improve the natural water resources used for the sport.

## 5. ORGANISATIONAL STRUCTURE

- 5.1 The affairs of CCC shall be determined by annual and/or special general meetings of members, which will annually appoint an executive committee to perform the tasks necessary for the conduct of the affairs of CCC.
- 5.2 CCC may amend its constitution, and may adopt regulations for the management, development and administration of canoeing. All regulations must be consistent with, and not conflict with, this constitution.
- 5.3 All regulations adopted by the executive committee shall be binding on CCC and its members, provided that the executive committee has advised the members of the regulations and that such regulations may also be amended by a general meeting of the CCC.
- 5.4 Amendments to the constitution shall be approved by the AGM and communicated to the members by the executive committee.

### AGM

- 5.5 The Annual General Meeting (“AGM”) shall meet annually, to :
  - 5.5.1 to receive, consider and vote on the annual report of the Chairperson for the previous year.
  - 5.5.2 to receive, consider and vote on the financial accounts of CCC.
  - 5.5.3 to elect an executive committee for the next year.
  - 5.5.4 Conduct any other business that may be tabled by the Chairperson or upon the request in writing of at least two members, who shall give 7 days notice of the agenda item.
- 5.6 The AGM shall be held in the last week in March of every year. The Secretary shall notify the members at least 3 weeks before the AGM in writing, electronically or by telephone and shall provide members with an agenda and the financial and Chairman’s report simultaneously.
- 5.7 The quorum of the AGM shall be 30 members (present in person or represented by proxy).
- 5.8 The order of business at the AGM will be as prescribed in the regulations or as decided upon by the executive committee.

General Meeting:

- 5.9 In addition to the AGM, the executive committee may call a special general meeting of their own accord or upon the written request of at least two members. Such request shall be handed to the secretary and shall clearly state the subject matter of the proposed meeting. The secretary shall notify members of the meeting and the agenda in writing, at least 2 weeks before the meeting. Only matters placed on the agenda may be voted on at that meeting. The special general meeting shall be held within 4 weeks of the receipt of a valid request made in terms of this constitution. The quorum for the special general meeting shall be the same as that of any AGM. Should there be no quorum, the matters on the proposed agenda will be tabled at the next AGM.

The Executive Committee.

- 5.10 The day to day management of CCC shall be conducted by the executive committee. The executive committee shall consist of: Chairman, Vice-Chairman, Secretary, Treasurer and Club Captain and up to 8 members elected to such committee at the AGM.
- 5.11 The first meeting of the executive committee shall be held within one month of the AGM.
- 5.12 The executive committee shall have the powers set out in the regulations and shall in any event have the following powers -
- 5.12.1 To create or amend the regulations that are required for the day-to-day management of the Club, and which are consistent with the aims and objectives of this constitution. These regulations may regulate the annual fees, levies and other contributions payable by the members and may be revised when necessary by the executive committee.
- 5.12.2 To form sub-committees if and when deemed necessary and to co-opt paid-up members to sub-committees when appropriate.
- 5.12.3 To deal with matters concerning members, and if necessary to act as a Disciplinary Committee.
- 5.12.4 To suspend temporarily or permanently, any person who has been found guilty of misbehaviour or unacceptable behaviour, including, without limiting the generality of the foregoing, bringing CCC into disrepute, dishonest practices or the use of performance enhancing substances.
- 5.12.5 To act for all on behalf of CCC in any matter including litigation.
- 5.12.6 To open and conduct a bank account in the name of CCC
- 5.12.7 To exercise control over the affairs of CCC

- 5.12.8 To deal with all the funds, property and assets of CCC for purposes of furthering the objectives of CCC
- 5.12.9 To make recommendations to paid up club members for the appointment of Honorary and Life Members;
- 5.13 The executive committee shall meet at least every two months at a place decided upon by committee members. The secretary shall notify the members of the meeting and its agenda as agreed upon by the members, provided that all members of the committee receive actual notice at least 24 hours before the meeting. Only matters placed on the agenda may be voted on.
- 5.14 Decisions taken by the executive committee shall be decided by a simple majority vote, with the club chairman having the deciding vote in the event of there being a deadlock.
- 5.15 A quorum of the executive committee will consist of 4 members. Should there not be such a quorum, the meeting has to be postponed to a date and time and all members of the executive committee have to be given 7 days notice of such later meeting.

## 6. REPRESENTATION AND VOTING AT GENERAL MEETINGS

- 6.1 At all general meetings (whether special or annual) members shall have one vote each, provided that they have paid their dues and provided their membership has not been cancelled.
- 6.2 Members of the executive committee may vote if they are members.
- 6.3 In the event of a deadlock, the chairman shall have a casting vote.

## 7. FINANCES

- 7.1 CCC's financial year shall run from the 1<sup>st</sup> day of January of each year until 31 December of that year.
- 7.2 The Treasurer shall submit the audited financial statements to the AGM for approval.
- 7.3 Each member shall pay an annual membership fee as determined at the AGM.
- 7.4 A banking account (s) shall be kept in the name of CCC and shall be operated by the Treasurer jointly with one other committee member. In the absence of a Treasurer any two committee members, will act jointly in respect of electronic transfers of funds by or on behalf of CCC and all cheques issued in the name of CCC.

## 8. MEMBERSHIP

- 8.1 CCC's members shall be members who have been accepted as members by the executive committee, have paid their membership fees and CSA fees timeously and whose membership has not been terminated or suspended by the executive committee. Membership fees are payable in accordance with the regulations.
- 8.2 Members shall not be discriminated against on grounds of race, gender, age, religion or political affiliation.
- 8.3 Members must make a formal application in such manner and documentation as may be prescribed by the executive committee from time to time.
- 8.4 By applying for membership, members undertake to abide by and comply with the conditions of membership as contained in the CCC regulations.
- 8.5 CCC may honour its members by awarding the following types of membership and in such cases the fees determined by the executive committee will be payable:
- (a) Life Membership
  - (b) Honorary Membership
- 8.6 Life and Honorary membership does not entitle the holder thereof to vote or participate in the affairs of CCC, but does allow such member to use the facilities of CCC.
- 8.7 Unless prior consent is granted by the executive committee, members shall not be members of other canoeing clubs, in Gauteng or elsewhere, and shall not compete in the colours of any other clubs except CCC. If a member is granted permission by the executive committee (on such terms as the executive committee may decide), such permission may only be in respect of the current financial year in which the request is made and any member to whom such permission is granted shall not be eligible for any CCC awards if paddling in the colours of any other club.

## 9. DISCLAIMER

- 9.1 Should any person in a competition or event under the auspices of CCC or on the premises where CCC conducts its activities suffer loss of equipment or injury, or death, CCC is not liable in any way for such persons injury or loss and no claim can be made on CCC in any form whatsoever by whom ever, including heirs.
- 9.2 Upon initial and re-registration every member shall acknowledge and agree to abide by all regulations and may request and signing for receipt of a copy of the regulations.



## 10. DISPUTE

- 10.1 The Chairperson shall attempt to resolve any disputes arising out of or in connection with –
- 10.1.1 the validity, enforceability and interpretation of this Constitution or
  - 10.1.2 any disputes between any of the members of CCC or
  - 10.1.3 any breach of the regulations
  - 10.1.4 any other matters which involves CCC or its members.

in a manner that is fair, takes into account the principles of natural justice and the common law.

## 11. AMENDMENT

- 11.1 This Constitution may only be repealed, added to, altered or amended by the CCC by two thirds of those members present voting in favour provided that special notice of the motions shall have been posted by the Secretary to the members at least one calendar month before the meeting.
- 11.2 In the event of CCC being registered as a public benefit organisation in terms of the Income Tax Act, 1962, or similar legislation, the approval of the Commissioner for the South African Revenue Service shall also be obtained for the proposed change (s) before they become effective.

## 12. DISSOLUTION

- 12.1 CCC may be dissolved only at a general meeting by two thirds of those members present voting in favour, and provided that special notice of the motion was given. On the dissolution of CCC, its remaining assets shall be distributed to an association with similar aims, preferably a sporting club associated with canoeing. In the event that CCC is registered as a public benefit organisation, remaining assets shall be distributed to a similarly registered and approved public benefit organisation preferably associated with the sport of canoeing.