

CONSTITUTION OF THE ROCKY CITY HASH HOUSE HARRIERS INCORPORATED

NAME

1. The name of this body shall be the “ROCKY CITY HASH HOUSE HARRIERS INCORPORATED”, herein referred to as “the Club.”

OBJECTS OF THE CLUB

2. The Objects of the Club are to:
 - a. promote interest in Social Running/Walking for adults,
 - b. promote good fellowship among those interested in Social Running/Walking,
 - c. educate, train, coach & encourage members of the Club, and
 - d. conduct all acts conducive to the furtherance of the objects & interests of the Club.
3. The property assets & income of the Club, wherever derived, shall be applied towards the promotion of the objects of the Club, & no portion thereof shall be paid or transferred either directly or indirectly by way of dividend, bonus, or otherwise by way of profit to members generally of the Club. Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Club or any member in return for services actually rendered, nor prevent the payment of interest on money borrowed from any member of the Club. Should the Club for any reason whatsoever cease to function, any member or person holding any Club moneys or property shall forthwith pay the same to the Committee.

CLUB GUIDELINES

4. The Club maintains a set of guidelines as a ready reference of the current operating parameters such as prices, floats, awards and Committee job descriptions. The Guidelines are to be reviewed at the first meeting following the Annual General Meeting (AGPU). Copies of the guidelines will be forwarded to all financial members after the annual review and following any subsequent changes made to the document.

MEMBERSHIP

5. Any adult (18 years and over) who is interested in & willing to participate in Social Running/Walking shall be eligible to nominate for membership. Only adults are permitted to take part in Club runs. Children may be permitted to attend special Club events only after approval by the Committee.
6. Approval of membership nominations is by a majority vote of the Committee.
7. New members will be provided with an electronic copy of the club constitution and guidelines.
8. Membership fees are due at the start of each financial year before the AGPU. The annual membership fee for the upcoming year shall be determined by the Committee before the fees are due and any changes shall be updated in the guidelines.

9. The Club membership list is not available for non-Club use and no personal member information whatsoever will be made available for resale to outside commercial use.
10. A member may, at any reasonable time, inspect without charge, the books, documents, records & securities of the Club.
11. A majority vote at a properly constituted Committee Meeting may appoint any person as an Honorary member of the Club in recognition of extraordinary services rendered in promoting the interests & objects of the Club. They will not be required to pay an annual fee and the Honorary Membership will not lapse.
11. Life Membership will be granted to a member who has achieved one thousand Club runs. Life Members will not be required to pay the annual fee and the Life Membership will not lapse
12. All members recognise that they engage in any club activities at their own risk, and must practice appropriate care to ensure the safety of themselves, other club members and the general public.
12. The Committee may expel from the Club or otherwise penalise any member whose conduct at Hash events is, in the opinion of the Committee, in conflict with the stated aims of the club or presents a danger to other club members or the general public.
13. Before any member is expelled or otherwise penalised, the member shall be given the opportunity to defend themselves & to justify or explain their conduct before a properly constituted meeting of the Committee convened at a time agreed to by all parties involved. Should the member fail to appear at that enquiry, the Committee may proceed in that member's absence to conduct the said enquiry & to make its findings as herein before empowered.
14. Should a member be expelled by the Committee, they shall have a right of appeal against their expulsion at a Special Meeting convened specifically to resolve the matter. Any resolution to confirm expulsion of the member must be passed by a two third (2/3) majority of members present & voting.
15. Upon any person ceasing to be a member of the Club for any reason whatsoever, he/she shall not be entitled to the return of his/her membership subscription or any portion thereof.

COMMITTEE

16. The business & affairs of the Club shall be under the management & control of a Committee, provided that, except in the case of extreme urgency, the Committee shall not take any action contrary to decisions made at a general meeting.
17. The Committee may, subject to the decisions made at a general meeting, exercise all the powers of the Club & do all such acts as may be necessary or expedient to carry out the objects of the Club.
18. The election of the Committee for the ensuing twelve months shall take place at the AGPU and shall consist of the following mandatory Office Bearers:
 - a. Grand Master (GM) (President),
 - b. Vice GM (Vice President)
 - c. Onsex (Secretary), and
 - d. Hash Cash (Treasurer).

19. Club Members may be elected to the Committee at the AGPU into additional positions as determined by the previous year's Committee. The list and details of each Committee position are to be included in the Club guidelines.
20. Only financial members of the Club may be nominated for election as Office Bearers or Committee positions. Nomination for each candidate for election shall be proposed & seconded respectively by two members at the AGPU.
21. When the number of candidates nominated for each office does not exceed the number of vacancies for that office they shall be declared duly elected. Contested offices shall be subject to vote by a secret ballot of the members present & voting thereon.
22. Should any vacancy occur, in the Committee or Office Bearers of the Club other than in the normal course of elections, the Committee shall fill such vacancy from the financial members of the Club & such member duly elected shall hold office for the unexpired portion of his/her predecessor's term.
23. Any member of the Committee may resign from the Committee by forwarding a written and signed resignation to the ONSEX of the Club.

COMMITTEE MEETINGS

24. The Committee shall meet as often as may be required to conduct the business of the Club however, it must meet as a minimum:
 - a. Between the end of the financial year and three weeks before the AGPU in order to table the annual reports and financial statement, set the Club fees and determine the details for the AGPU. This will usually mean in the first three weeks of Jan.
 - b. Within the first two weeks after the AGPU in order to review the guidelines and set up for the year ahead.
25. The GM or, in the GM's absence, the Vice GM or three members of the Committee shall have the power to call a meeting of the Committee. Such meetings are open to the general membership, however only Committee members may vote at that meeting on any issues arising.
26. The GM of the Club shall take the chair at all Committee meetings. Should the GM not be present then the Vice GM or, in their absence, another Committee member shall be elected to the chair.
27. The chairperson at all Committee meetings shall have a casting vote in addition to a deliberate vote.
28. All notices of Committee meetings shall be forwarded in writing to all financial club members at least seven days before the date of such meeting.
29. The accidental omission to give to any member, or the non-receipt by any member of any notice required by this Constitution, shall not invalidate or affect any proceedings at such meeting.
30. The Committee shall have the power to delegate any of its powers to a sub Committee to deal with any particular matter or matters & upon such terms as the Committee may think fit. The GM, Vice GM and the ONSEX shall be ex-officio members of all sub Committees.
31. All acts or decisions done or made by any meeting of the Committee shall, notwithstanding that it be afterwards discovered that there was some defect in the appointment of such member, be as valid & effective as if they had been properly appointed, unless it is proved that the appointment was made in fraud or bad faith.

32. The quorum for Committee meetings shall be a majority of the Committee members.

GENERAL MEETINGS

33. The AGPU shall be held in the first quarter of each year & members shall be given notice in writing at least 14 days before such meeting.
34. The Annual Reports and Financial Statement shall be provided to members at the AGPU.
35. The AGPU may make by-laws necessary for proper administration of the Club. Any by-laws so made shall not be repealed, added to or amended unless:
- a. Notice of intention to propose such repeal, addition or amendment is first given in writing by a financial member of the Club to the Secretary (ONSEX) of the Club not later than seven days prior to the date of the AGPU to be included in the agenda for that meeting; and
 - b. Such changes as proposed at the AGPU are approved by not less than two thirds (2/3) of the financial members of the Club present at that meeting & voting thereon.
36. A Special General Meeting of members may be called at the request of the GM or the ONSEX or any three members of the Committee or at the written request of 10 financial members of the Club. Such meetings shall be held within 30 days of such request & all members shall be notified by email not less than 10 days before such meeting.
37. The GM of the Club shall be the Chairperson at all general meetings. Should he/she not be present the Vice GM shall be elected to the chair, & if there be no Vice GM present, the members shall elect a member to take the chair.
38. At all meetings, the chairperson's decision on points of order shall be final. The chairperson shall also have a casting vote in addition to the deliberative vote.
39. The quorum for a general meeting shall be a third of the current financial membership.
40. If at any general meeting there be no quorum within 30 minutes of the time appointed for the meeting then the meeting shall lapse unless a majority of the members present decide to adjourn the meeting for a period not exceeding 14 days. If there be no quorum within 30 minutes after the time appointed for such adjourned meeting then the meeting shall lapse altogether.
41. Only members present in person shall be entitled to vote.

DUTIES OF ONSEX AND HASH CASH

42. The ONSEX (Secretary) shall carry out his/her duties under the direction of the Committee including:
- a. Issue meeting notices and agendas and keep a true record of all minutes of all meetings.
 - b. Attend to all club correspondence, keep all records and pass any club correspondence received by the ONSEX or any other club member on to the GM as soon as practicable.
 - c. Maintain the register of all Club members.
 - d. Keep and maintain, in an up to date condition, the Club constitution and make the constitution available for the inspection of any member on request.

- e. Maintain a record of the names and residential or postal addresses of the Committee members and persons who are authorised to use the common seal of the Club and any persons who are appointed or act as trustees on behalf of the Club.
 - f. Unless the members resolve otherwise at a general meeting, have custody of all books, documents, records and registers of the Club except those to be kept and maintained by, or in the custody of, the Hash Cash.
 - g. Perform such other duties as are imposed by this constitution on the Hash Cash.
43. The Hash Cash (Treasurer) shall carry out his/her duties under the direction of the Committee including:
- a. Receive all moneys payable to the Club, provide receipts for all payments and deposit all payments into the banking account of the Club.
 - b. Keep proper financial records of all moneys received & disbursed by the Club and present a balance of the finances at each Committee meeting of the Club.
 - c. Provide the annual financial report at the first Committee meeting after the end of the financial year.
 - d. Unless the members resolve otherwise at a general meeting, have custody of all securities, books and documents of a financial nature and accounting records of the Club.
44. Duties of other Office Bearers and Committee members will be reviewed by the newly elected Committee and published in the Guidelines.

FINANCE

45. The financial year shall end on 31st December each year.
46. All moneys of the Club shall be paid into the account of the Club at such bank as the Committee may from time to time direct.
47. Hash Cash and two other Committee members will be authorised by the Committee to transfer money to and from the Club account in accordance with any limits set by the Committee as required.
48. No cheque shall be signed or money withdrawn unless such withdrawal has been approved by the Committee, or in the case of urgency, by the GM & the ONSEX.
49. The books & accounts of the Club shall be audited annually by a person nominated by the Committee.

TRUSTEES

50. Unless otherwise determined, the members of the Committee of the Club for the time being shall be deemed to be the Trustees of the Club, to hold any property real & personal belonging to the Club.

COMMON SEAL

51. The Common Seal of the Club engraved with the name of the Club shall be kept in the care of the GM. The seal shall not be used or affixed to any deed or other document except pursuant to a resolution of

the Committee & in the presence of the GM & two members of the Committee both of whom shall subscribe their names as witnesses.

AMENDMENTS TO CONSTITUTION

52. The Club may alter or rescind this constitution, or make additional rules to this constitution in accordance with the procedure set out in sections 17, 18 and 19 of the Associations Incorporation Act, as follows:
- a. Subject to clauses 52 d. and 52 e., the Club may only alter its constitution by special resolution.
 - b. Within one month of the passing of a special resolution altering its constitution, or such further time as the Commissioner may in a particular case allow (on written application by the Club), the Club must lodge with the Commissioner notice of the special resolution setting out particulars of the alteration together with a letter given by a member of the Committee certifying that the resolution was duly passed as a special resolution and that the constitution of the Club as so altered conforms to the requirements of the Associations Incorporation Act.
 - c. An alteration of the constitution of the Club does not take effect until clause 52 b. is complied with.
 - d. An alteration of the constitution of the Club having effect to change the name of the Club does not take effect until clauses 52 a. to c. are complied with and the approval of the Commissioner is given to the change of name.
 - e. An alteration of the constitution of the Club having effect to alter the objects or purposes of the Club does not take effect until clauses 52 a. to c. are complied with and the approval of the Commissioner is given to the alteration of the objects or purposes.
53. This constitution binds every member and the Club to the same extent as if every member and the Club had signed and sealed this constitution and agreed to be bound by all its provisions.

DISSOLUTION

54. The Club may be dissolved or wound up by a Special Resolution passed by a majority of 75% members present and entitled to vote at any general meeting or at a Special General Meeting called for such purpose. If, upon the dissolution or winding up of the Club there remains, after the satisfaction of all its debts & liabilities, any property whatsoever, the same shall not be paid to, transferred or distributed amongst the members of the Club. It shall be given to some other "Hash House Harriers club", incorporated association or body having objects similar wholly or in part to the objects of the Club, provided that the Club, association or body shall prohibit the distribution of its income & property among its members. Alternatively, it shall be paid to or transferred to some charitable purposes, which association, institution, body or object shall be determined by the member of the Club at or before the time of dissolution or winding up. In default of any such Special Resolution such payment, transfer or distribution shall be determined by a Judge of the District Court.

INTERPRETATION

55. In this Constitution Masculine includes Feminine. "In Writing" or "Written" means & includes printing or other means of representing or reproducing words in visible form.

56. Words importing singular include the plural & words importing plural include the singular where the context permits.

This Constitution is the true copy of the Constitution of the ROCKY CITY HASH HOUSE HARRIERS INCORPORATED and is the annexure of 6 pages marked "A" referred to in Form 5 signed by me and dated 21 May 2014

SIGNED: