

# HIKING CLUB

STELLENBOSCH

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## CONSTITUTION

### 1. THE OFFICIAL NAME OF THE CLUB

The official name of the club is HIKING CLUB STELLENBOSCH and the domicilium citandi et executandi for the delivery of notices and other purposes is the postal address of the secretary. The club was founded on 7 March 1985.

### 2. DEFINITIONS

- 2.1 Wherever reference is made to male persons, female persons are also included and vice versa, and where the singular is used, the plural is also implied.
- 2.2 "Club" implies Hiking Club- Stellenbosch.
- 2.3 "Member" implies a person who has been accepted as member in accordance with normal procedures and whose membership fees have been paid.

### 3. AIM

The Club aims to:

- 3.1 provide, through hiking outings, an opportunity to its members to marvel at and to enjoy the natural beauty of the unspoiled regions of South Africa;
- 3.2 provide opportunities for relaxation through healthy physical exertion;
- 3.3 cultivate and maintain a love of nature and outdoor life;
- 3.4 do its utmost to introduce the general public to hiking trails.

## **4. THE COMPOSITION OF THE MANAGEMENT COMMITTEE**

- 4.1 The Management Committee is elected annually at the Annual General Meeting.
- 4.2 At its first meeting the Management Committee appoints persons for the various positions on the committee.
- 4.3 The Management Committee consists of 7 (seven) members, i.e. a Chairman, a Vice-Chairman, a Secretary, a Treasurer and three additional members. Interim vacancies are filled by co-option.
- 4.4 Four (4) members form a quorum at meetings of the Management Committee.
- 4.5 In case of an equal vote the Chairman has the deciding vote.

## **5. DUTIES OF MANAGEMENT COMMITTEE**

- 5.1 Organise all hikes, tours and camps.
- 5.2 Appoint a leader for each hike.
- 5.3 Manage the Club's finances in accordance with accepted bookkeeping practices.
- 5.4 Manage purchases and take care of equipment and assets.
- 5.5 Maintain and further the interest of the Club.
- 5.6 Approve all funding drives.
- 5.7 Decide in all conflicts regarding interpretation of the constitution.
- 5.8 Keep minutes of all Management Committee meetings and General Meetings.

## **6. CONTROL OVER FUNDS**

- 6.1 Expenses must be approved and recorded by the Management Committee.
- 6.2 An account must be opened at a bank in the Club's name, at the discretion of Management.
- 6.3 Signing powers are granted to the Chairman, Secretary and Treasurer.
- 6.4 For withdrawal purposes two (2) signatures are required of members of the Management Committee, as appointed in 6.3.
- 6.5 An audited financial report and balance sheet must be tabled at the Annual General Meeting..
- 6.6 The financial year runs from 1 March until end December.

## 7. LIABILITY

- 7.1 The Club, or committee members personally, are not responsible for any loss suffered by members or visitors to the Club, resulting from action taken in good faith.
- 7.2 The Club does not accept any liability towards members or visitors regarding:
  - 7.2.1. loss of or damage to property;
  - 7.2.2. injury or death;
  - 7.2.3. claims of any kind.

## 8. MEMBERSHIP

- 8.1 Membership is approved or rejected by the Management Committee at a Management Committee Meeting in accordance with procedures determined by the Management Committee from time to time. Membership must be renewed annually.
- 8.2 Prospective members must partake in a minimum of three (3) hikes before applying for membership.
- 8.3 Visitors will share the rights and privileges of the Club for a maximum of five (5) hikes per year.
- 8.4 All visitors are regarded as temporary members for the duration of the outing and must abide by the Constitution of the Club.
- 8.5 Children under sixteen (16) years of age cannot become members and must be accompanied by a parent or responsible adult, who is a member of the Club, but is not limited to (5) hikes per year. Such an adult accepts all risks for injury, death or loss of property of such children under his or her supervision.
- 8.6 A fee, as determined by the Management Committee, is payable to the Club by members and visitors during hikes.
- 8.7 Membership fees, as determined by the Management Committee, are payable before or on the last day of February.
- 8.8 Members joining after August pay only fifty percent of the membership fees.
- 8.9 Members have the right and privilege to participate in all hikes, camps and tours organised by the Club. Where numbers are limited, Management will decide on participation.

## **9. CODE OF CONDUCT**

- 9.1 Members are obliged to accept the authority of and to obey the appointed leader during hikes, tours or camps.
- 9.2 Members are not to damage any plant, animal or property in areas entered during club outings.
- 9.3 Members are to acquaint themselves with the rules that are applicable to the particular areas being visited.
- 9.4 Members are accountable for the fees if they withdraw from outings. (No refunds are given for payments made).

## **10. DISCIPLINARY MEASURES**

Members who are guilty of contravention of the constitution will be subject to disciplinary measures as determined by the Management Committee.

## **11. TERMINATION OF MEMBERSHIP**

Membership is terminated in the following cases:

- 11.1 If membership fees are not paid punctually as stipulated in article 8.7.
- 11.2 If members, after a contravention of the constitution and code of conduct, do not react to the disciplinary measures or any warning.
- 11.3 At termination of membership no fees will be refunded to the particular member.

## **12. HONORARY MEMBERSHIP**

- 12.1 The Club may, at will, nominate honorary member(s) at the Annual General Meeting.
- 12.2 An Honorary Member is exempt from membership fees. An honorary member is accountable for any normal expenses during outings.
- 12.3 Criteria for Honorary Members: The person must have been an active member for at least 10 years and must have played a leading role in the Club.

## **13. ANNUAL GENERAL MEETING**

- 13.1 An Annual General Meeting has to be held in March annually.
- 13.2 Notification to members must take place in writing at least (14) days before the meeting.
- 13.3 The following items should be dealt with at the meeting:
  - 13.3.1 Previous Minutes
  - 13.3.2 Financial statement and report.
  - 13.3.3 Inventory of equipment.
  - 13.3.4 Chairman's address.
  - 13.3.5 Election of new Management Committee.
  - 13.3.6 General.
  - 13.3.7 A quorum consists of twenty (20) percent of the total membership.

## **14. EXTRAORDINARY GENERAL MEETINGS**

- 14.1 Extraordinary General Meetings can be convened by the Management Committee or by special request in writing of at least twenty (20) percent of the membership.
- 14.2 Twenty (20) percent of the total membership represents a quorum.
- 14.3 Notice, in writing, must be given of the purpose, date and venue, at least fourteen (14) days before the meeting.
- 14.4 A decision by two thirds of the members present will be binding.

## **15. CHANGES TO THE CONSTITUTION**

- 15.1 Changes to the Constitution can only take place at an Annual General Meeting or an Extraordinary General Meeting.
- 15.2 Proposals for changes to the Constitution must be submitted to all members at least fourteen (14) days in advance.
- 15.3 In case any member, due to a bona fide oversight, does not receive notice, the procedure and the meeting shall not be invalid.
- 15.4 A decision by two thirds of the members present will be binding.

## **16. DISSOLUTION OF THE CLUB**

Should the Club dissolve at any stage, the method of dealing with the assets of the Club should be decided at the Annual General Meeting or an Extraordinary General Meeting.

7 March 2009  
[English Translation June 2015 – K. Holtzhausen]