CONSTITUTION (Draft) – Southern Africa Social Club

INTRODUCTION

There have been calls that as a southern African community based in Ireland we need to have at least a body that represents us socially in this country. You will realise that other nationalities have their own associations operational, whereby their members can access various helpful services from them (associations).

You will also realise that initially we were looking at establishing a burial society that will be assisting members at times of bereavement, but people are asking for a body with broader facilities that they will always look up to both in times of bereavement and happiness. This led to a decision to create an association that will be responsible for such issues.

This association will also act as an information point for our nationals about issues affecting them, be it at home or here in Ireland.

1 NAME

1.1 The Body shall be named **New Name** hereinafter referred to as **NEW NAME**.

2 OFFICES / ADDRESS

2.1 The address or office of **NEW NAME** will be situated in Dublin, Ireland.

3 AIMS

3.1 To raise money for the association, through member subscriptions, to assist members in need as outlined by the association’s constitution.

3.2 To assist financially, practically and/or in kind the holding of social events held by the association.

3.3 To encourage people from Zimbabwe, South Africa, Lesotho, Swaziland or Botswana, Zambia, Namibia, Malawi and Mozambique (hereinafter referred to as Southern Africans) who will be here in Ireland for a period of 6 months or more for work, refuge, study or any other reason, to join the association.

3.4 The organisation and funding of social gatherings for southern Africans, be it in bereavement or merriment.

3.5 To promote a spirit of unity and togetherness amongst fellow citizens by encouraging members to attend any of the above social gatherings and giving moral support for a member who will be in difficulties.

4 MEMBERSHIP

4.1 The membership of **NEW NAME** (hereinafter referred to as the members) shall consist of the classifications as follows:-

4.1.1 Full Membership

Full members who shall be eligible persons defined under the rules of **NEW NAME**. To become a member, he or she shall qualify under the following terms:
4.1.1.1 To be from Zimbabwe, South Africa, Lesotho or Swaziland, Botswana, Zambia, Namibia, Malawi and Mozambique (hereinafter referred to as Southern Africa).

4.1.1.2 To be living here in Ireland (or at least looking forward to) for a minimum of one year.

4.1.1.3 Be a person who wishes to associate with others socially.

4.1.1.4 Be at least 18 years and above to subscribe.

4.1.1.5 A membership card, with a member number, will be issued after your application has been accepted and initial payment made.

4.2 Membership Withdrawal

4.2.1 A member may withdraw from the association if they wish to do so, subject to approval by the Board (*Terms and conditions apply)

4.2.2 Notice of withdrawal should be done in writing, to the Secretary of the Board at least 20 days in advance.

5 SUBSCRIPTIONS

5.1 An amount paid by registered members at regular intervals, is hereinafter known as a subscription.

5.1.1 Subscriptions will be paid on a monthly basis on the 28th of each month and not later than the 7th of the following month.

5.1.2 Any late payment of subscriptions will attract a penalty/fine of 5% of the normal amount due.

5.1.3 Non payment of subscriptions by a member for a number two consecutive months will lead to the termination of membership.

5.1.3.1 If a member has a genuine reason for failing to pay the board should be duly notified and will make assessment of the member’s circumstances.

5.2 The Amount

5.2.1 The amount to be paid monthly as a subscription will be decided by the board after consultation with the members.

5.3 Subscriptions shall be paid to the Association’s account with Allied Irish Banks p.l.c, hereinafter known as AIB (Account details will be given on registration)

5.3.1 Proof of lodgments should be retained for future references.

5.3.2 A Member number, (See section 4.1.1.5 above) must be used on every correspondence with the association and its bank.

For an example, if a member’s membership number is XX015, together with member’s name, it should be quoted in all correspondence and bank transactions to make administration much easier.
6. FINANCIAL AND OTHER ASSISTANCE

6.1 Assistance, financially, materially and/or in kind will be rendered as follows:

6.1.1 Where a fully paid up member passes away, the association will render financial help towards the burial costs with an amount to be decided by the board.

6.1.2.1 In the case that a deceased member, at the time when s/he was alive decided that s/he will be buried in Ireland, or his or her family decides so, the standard amount still has to be paid because the deceased was a full member.

6.1.2.2 A standard amount will be determined by the cost of repatriating the body to Africa and other costs thereof.

6.2 A payout can only be made if the deceased person was member for six months or more and their subscriptions paid up-to-date.

6.3.1 If a member decides to withdraw before or within the six-month period of his/her joining, **NEW NAME** shall retain the member’s subscriptions.

6.3.2 If a member withdraws after six months, only 70% of his or her total subscriptions will be paid out, **NEW NAME** will retain 30% for administrative costs.

7 MEETINGS

7.1 Annual General Meeting

7.1.1 An Annual General Meeting of **NEW NAME** shall be held annually in December.

7.1.2 The Secretary shall convene the Annual General Meeting by arranging the posting of notice thereof to all members specifying the time and place of the Annual General Meeting.

7.1.3 The Annual General Meeting shall elect **NEW NAME** Board for the ensuing year.

7.1.4 Nominations for the Council and items for inclusion on the agenda shall be made in writing and received by the Secretary at least 20 days before the date of the Annual General Meeting. The Honorary Secretary shall arrange for notice to be posted of such nominations and agenda received not less than 10 days before the date of the Annual General Meeting.

7.1.5 Office Bearers and other Council members shall hold office for a period of one year, at the expiry of which they shall be eligible for re-election.

8 SPECIAL MEETINGS

8.1 A Special General Meeting may be convened at any time by the **NEW NAME** Board in the event of a member dying or any special urgent purpose. The Secretary shall arrange for notice to be posted of the time, place and business of the meeting.

9 VOTING PROCEDURES

9.1 At any General Meeting of **NEW NAME**, a Board member can be elected by two thirds of voting members available at the meeting.
9.2 All members of **NEW NAME** who are 18 years or above, provided that their subscriptions are not in arrears on the day of the meeting, shall be entitled to attend the **NEW NAME** meeting and vote.

9.3 At any General Meeting of **NEW NAME** all election of Board members, shall be decided by a show of hands.

9.4 Every member present and entitled to vote shall have one vote. Decisions will be reached on the basis of a simple majority, except in case of amendments to the Constitution (see paragraph 11.1). In the case of equality of votes the Chairperson of the meeting shall have a second or casting vote or at his/her discretion, may direct a second ballot or a second show of hands.

10 THE **NEW NAME** BOARD

10.1 The affairs of **NEW NAME** shall be managed by the **NEW NAME** BOARD which shall meet quarterly and, subject to this constitution, shall have full power to apply the funds of **NEW NAME** and to take such other steps as seem to be necessary in order to pursue the objectives of **NEW NAME**.

10.1.1 The **NEW NAME** Board shall comprise:

The Chairperson

The Secretary (Also the signatory for cheques and bank withdrawals)

The Treasurer

Two elected committee members (one of which will be a signatory for cheques and bank withdrawals)

Four of the above will present themselves at the Bank for the purposes of opening of the Association’s account.

11 AMENDMENTS TO THE CONSTITUTION

11.1 Amendments to this Constitution may only be made at a General meeting, prior notice having been given in the notice convening the General Meeting. A 75% vote of those present and voting in favour of any amendment is required for its acceptance. Acceptance is also subject to approval by **NEW NAME**.

11.2 Sufficient notice of any proposed amendments must be given to the Secretary in time to be considered by the **NEW NAME** Board and to include them in the notice calling the General Meeting.

12 DESOLUTION

12.1 Prior notice having been given in the notice convening the General Meeting at which the matter is to be discussed, **NEW NAME** Board may be dissolved by a two-thirds majority of those present and voting at the meeting.

13 ACCESS TO INFORMATION POLICY
13.1 All the information regarding our members and their personal details will be used for the purposes of **NEW NAME**, we will not pass any personal details to anyone or organisation for any other reasons other than the purposes of **NEW NAME**.

14 GENERAL

14.1 The association shall be registered with the Company Registration Office as a friendly association.

14.2 The **New Name** shall be the association’s registered name

14.3 The **Logo** shall be a registered logo for the **New Name** association

14.4 The *www.domain.org** shall be our registered website

14.5 The Association reserves the right to accept or reject an application for membership.

14.6 The Association shall not discriminate on the grounds of nationality, religion, political background, ethnicity, tribe or any other class whatsoever, anyone who fulfils its requirements will be accepted.

14.7 Any rules or regulations not covered in this Constitution or determined by the **NEW NAME** Council shall be as per the Memorandum, Articles of Association and Rules of **NEW NAME**.

14.8 **NEW NAME** will operate within the laws of this country, the Department of Finance, the Criminal Justice Act 1994 and Financial Services Regulatory Authority, under which AIB is regulated.

Signed on this 11th day of October 2008

________________
Mbonisi J. Ncube