



**THE CONSTITUTION
OF
ACE SQUASH CLUB**

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CONSTITUTION OF ACE SQUASH CLUB

(DEC. 97)

ARTICLE 1: NAMES OF CLUB FOUNDING MEMBERS

TUNDE FADAHUNSI
TOKUNBO OYERINDE
OLU ALABI
OLU AGBAJE

THE CLUB SHALL BE CALLED **ACE SQUASH CLUB** MOTTO: COMRADESHIP AND PROSPERITY

ITS HEADQUARTERS SHALL BE IN THE UNITED KINGDOM

ITS OFFICIAL ADDRESS SHALL BE THE RESIDENCE OF THE EXISTING CHAIRMAN.

THE CLUB SHALL HAVE TEMPORARY USE OF LONDON SOUTH BANK SQUASH CLUB PREMISES BASED AT 124-130 WANDSWORTH ROAD, LONDON SW8 2LD

ARTICLE 2: AIMS AND OBJECTIVES

Principally, it shall be a SOCIAL, RECREATIONAL AND PHILANTHROPIC organization whose objectives shall be as follows:

To promote and perfect the social welfare of its members and associates.

To help and provide for those in need in the community.

To engage in social and economic, and any profitable ventures with a view to achieving (I) above and to contribute part of such profit to charitable organizations whose aims and objectives are approved by the Club.

To promote friendship, co-operation, love and unity amongst all members - SOCIALLY, MORALLY and FINANCIALLY.

To help and provide Moral/Financial support to members with commendable activities who, unfortunately may be under the following predicaments such as: -

Distress

Sickness

Bereavement

Though it may embrace people of diverse ethnic, political and religious views; it shall be identified as none of these.

ARTICLE 3: ELIGIBILITY FOR MEMBERSHIP

Membership shall be open to all persons irrespective of RACE; POLITICAL beliefs or RELIGION but it shall be limited to twenty-five persons, until the Executive Committee deems it necessary to expand membership further.

Applicants shall be either MALE/FEMALE and must have attained a minimum age of TWENTY-FIVE.

Any new applicant shall be introduced/sponsored by at least one EXISTING member.

All applications shall pass through the Executive Committee for the final recommendation to the CLUB/HOUSE.

A successful applicant shall be under probation for not less than 3 months after his/her introduction and shall be known as Associate member. Full membership would be reviewed after 3 calendar months.

Section II: ENROLMENT

An application form is issued out to a successful applicant, which shall be completed and returned with an enrolment fee of £20.00. Such fee is non-refundable.

This amount is payable to the TREASURER on enrolment.

ARTICLE 4: OFFICERS

The Club shall have the following officers:

CHAIRMAN, TREASURER, SPORTS SECRETARY, GENERAL SECRETARY, SOCIAL SECRETARY & PRO.

ELIGIBILITY FOR EXECUTIVE OFFICER

A member shall be eligible to contest for an executive post if:

He has been an active member for a period of not less than 12 months.

He has fulfilled ALL his financial and moral obligations to the Club.

There is no disciplinary sanction barring him/her from such contest.

ARTICLE 5: DUTIES OF OFFICERS

The Chairman

The Chairman is the head of the Club at the headquarters or the branches. He shall preside at the meetings. He shall be responsible for the smooth and efficient running of the Club during his tenure of office. He shall be the main custodian of this constitution and through his executive office implement all the rules therein. He must liaise with South Bank Squash Club Authority from time to time to ensure harmony prevails between the Club and its Host. He shall report to the members and executives through the monthly gazette the level of harmony and action required in the event of any disagreement.

And should he resign his office or membership during his period of office an elected executive member shall assume the office of Senior Executive Officer until a new Chairman is elected in a by-election. A by-election for this purpose must be held within 60 days from the date of the resignation of the Chairman.

The Chairman's resignation must be made in writing to the Executive Committee.

General Secretary

The General Secretary shall assist the Chairperson in the day-to-day running of the affairs of the Club.

He shall be the head of the Club's secretariat. He shall handle all correspondence, take minutes at all meetings and prepare same for circulation amongst members independently, (i.e., read such minutes to all members at the subsequent meetings). He shall summon all meetings and also prepare annual reports, which shall be submitted to the annual meeting.

Finally, he shall not be excluded from any general meetings.

In the absence of the General Secretary the Pro will assume his responsibilities.

Treasurer

He shall be responsible for the safe keeping of the Club's funds.

He shall have the custody of the Club's passbook/cheque book and keep records of the Club's account(s).

He shall also carry out all bank transactions on the Club's behalf.

He shall collect all Clubs' subscription; donations and other monies on behalf of the Club;

He shall keep and render an imprest account of the Club's funds.

He shall make periodic checks on the financial records of the Club.

He shall produce a statement of the Club's account and submit such financial report to the Club not later than one calendar month after the year-ends. The year-end for this purpose is the 31 December of each year.

Sport Secretary

He shall be responsible for collecting squash court dues.

He shall arrange squash competitions for the Club.

He shall arrange squash court(s) for members.

He shall render accounts on all dues collected and payments.

He shall be Chief Host at Sunday squash games.

He must ensure that guests to Sunday squash games understand the Club procedures and rules.

Social Secretary

He shall develop ideas and regular social attractions for the Club.

He shall be responsible for the organization and arrangements for the Club's social engagements.

He shall find a location for each social event subject to the approval of the Executive Committee.

He shall arrange for the purchase of refreshments including food and drinks during these social events.

Chief Whip

He shall be responsible for the maintenance of discipline and orderliness during meetings.

He shall enforce all rules by imposing fines, where necessary and subject to the approval of the Executive Committee, on members of the Club.

He shall also grant permission for temporary absence of members.

He shall hand over all fines to the Treasurer.

He shall observe the attendance register and prepare a quarterly report of irregular attendants to the Club.

PRO

He shall preside over meetings in the absence of the Chairman.

He shall be the Club's Public Relations Officer. He shall work closely with the Social Secretary and the General Secretary to monitor the image of the Club in every public place.

He shall liaise between the Executive Committee and the general Club members when required.

ARTICLE 6: PRIVILEGES OF THE CHAIRMAN

He shall be an honorary member of all Club committees and shall be free to attend all their meetings.

He shall be free to lift any punitive sanctions imposed on any erring members(s) if he feels satisfied that such member(s) show(s) remorse.

In the event of an even division during voting (except on issues concerning elections), he shall be entitled to cast the majority vote.

He shall be free to select member(s) into any committee that may be required by the Club.

He shall be free to elect 2 members into a disciplinary committee to assist the Chief Whip, which shall be directly responsible to the Executive Committee.

ARTICLE 7: PATRONAGE COUNCIL

The Club shall have the following offices for honorary members who shall jointly constitute the patronage council:

The four founding members.

Members of this council are to give mature counselling to the Club and its members at all times and can act in advisory capacity only on issues affecting the Club.

ARTICLE 8: MEETINGS

QUARTERLY GENERAL MEETINGS

Quarterly general meetings shall be held on the last Sunday of every month and shall be presided over by the Chairman, his General Secretary or in the absence of both officers, the ex-officio member shall take over the conduct of the meeting.

EXECUTIVE MEETINGS

The General Secretary shall summon executive meetings at least once a month after consultation with the Chairman.

EMERGENCY MEETING

Upon the advice or instruction of the Chairman, the General Secretary shall summon emergency meetings when there are major and urgent developments in the Club. All officers and members shall be present.

Conduct of General Meetings

The General meetings of the Club shall be conducted strictly in accordance with the Agenda drawn by the General Secretary.

Quarterly meetings shall commence by 6.30pm prompt. The presiding officer at his discretion may defer commencement for thirty minutes (30 minutes). Such meetings shall hold at venues to be determined by the Social Secretary.

Lateness beyond this limit shall attract £2.00 (two pounds) fine.

Members shall contribute to debates, discussions and other deliberation with the permission of the Chairman.

Members may only excuse themselves from meetings during deliberation with the permission of the Chairman.

By consensus, the Club shall approve "CLUB COMMITTEES" to handle specific assignments when the need arise. It shall give the committee terms of reference and time within which to submit reports.

The Club shall deliberate, ratify or disapprove (as the case may be) any recommendation or proposal put before it by a panel of committee.

In the event of the Chairman arriving late to any meeting, the officer presiding over his arrival shall continue in that capacity throughout the meeting while the Chairman serves as a powered adviser to such presiding officer.

Members at the commencement of each meeting shall adopt minutes of preceding meeting; such minutes shall be adopted after reading.

Minutes shall only be adopted after accepted amendments (if any) might have been made such an amendment shall be incorporated on a separate sheet of paper captioned

"AMENDMENT" to minutes of meeting held on...

ARTICLE 9: QUORUM, AGENDA AND ADJOURNMENT

Quorum

General meetings shall proceed and shall be regarded as constitutional only if and whenever a recorded attendance of at least 75% of full members of the Club has been assured.

Any decision taken at such meetings shall be fully binding on all members of the Club if and when ratified by at least simple majority of members present at the succeeding meeting.

Agenda

The agenda of every meeting shall be prepared and circulated amongst members before the commencement of each meeting by the General Secretary on the instruction of the Chairman. A presiding officer shall follow such agenda.

Adjournment

A meeting shall be adjourned at the commencement; during or after each meeting if a member called for such adjournment and is seconded by another member, providing the presiding officer has cause to allow the motion.

Under this motion, urgent messages such as instructions notice announcement and invitation shall be entertained.

ARTICLE 10: ABSENTEEISM

A member shall be considered absent from a meeting if:

He arrives after the adjourning of such meeting

He fails to show up at venue of such meeting

His reason for being absent was not in accordance with Article 2, Section (iv).

Such members will be liable to a fine of £2.00 (two pounds) payable immediately to the Treasurer.

ARTICLE 11: FUNDS AND CONTRIBUTIONS

The Club funds shall be derived from a joining fee, an annual levy, a quarterly contribution of FIFTEEN POUNDS (£15) from each member, special levies, donations towards appeals made by the Club and other lawful means of securing funds to meet the aims and objectives of the Club.

All dues are payable on the first week of the due quarter.

ARTICLE 12: TRUSTEES AND INVESTMENT OF FUNDS

The Chairman and Treasurer shall be known as "THE REGISTERED TRUSTEES OF THE CLUB".

The Chairman and/or Treasurer shall be responsible for signing cheques or forms for withdrawing money from the Club's bank account. In addition to a signatory that is, an executive member holding a mandate at the club's bank.

The trustees shall have vested in them all the real and personal estates whatsoever belonging to the Club and shall deal with them in such a way as the Club may direct from time to time, through its Executive Committee.

A trustee shall cease to hold office if he: -

Ceases to be a member of the Club

Becomes insane

Is convicted of a criminal offence by a court of competent jurisdiction

Is officially declared bankrupt

Is recommended for removal from office by a two-third majority (2/3) vote of members present at any general meeting of the Club

Finally ceases to reside in the UK for a period of 12 months.

Upon a vacancy occurring in the number of trustees, a by-election shall be conducted by the Executive Committee to fill the post with another eligible member.

ARTICLE 13: EXPENDITURES

(I) The executive committee shall approve all expenses on behalf of the Club

The Club members shall agree all rendered accounts.

ARTICLE 14: BANKERS

All monies of the Club shall be deposited into the Bank or Building Society as may be decided upon from time to time by the general meeting of the Club.

ARTICLE 15: RULES GOVERNING MEETING AND FINES

Time and meeting

Quarterly meetings shall convene at 6.30pm prompt on the last Sunday of every quarter. All other meetings shall convene as directed by the agenda and notices summoning such meetings.

Lateness

Lateness to meetings shall attract a fine of £2.00 (two pounds) only.

Absence

Absence from meetings or any other engagement of the Club without any genuine reasons or a letter stating reasons for inability to attend shall attract a fine of five pounds (£5.00) only.

Temporary absence

Leaving meetings without an excuse from the Chairman shall attract a fine of £2.00 (two pounds).

Discipline

Violation of Club's etiquette as stated in ARTICLE 21 shall attract a fine of £10.00 (ten pounds).

Aiding and abetting indiscipline shall attract a fine of £5.00.

Condoning/encouraging a member's unruly behaviour is considered aiding or abetting.

Uttering of discriminatory, nepotistic statements shall attract a fine of £5.00 (five pounds).

Disturbances during meetings shall attract a fine of £2.00 (two pounds).

ARTICLE 16: EXECUTIVE COMMITTEES

The Executive Committee shall comprise all elected officers at least two founding members.

It shall hold periodic meetings on various issues relating to the smooth running of the Club and submit recommendations to the Club on matters of crucial importance.

Every committee member should endeavour to be at meetings.

The Chairman except where he delegates responsibility shall chair every meeting.

Decisions shall be by simple majority and where there is a tie the Chairman is entitled to cast a majority vote.

Every deliberation of the committee shall remain within the committee except where recommendation is required.

The minute book of the Executive Committee meeting should be available to members of the Club where this is required. A summary of the matters discussed in Executive meetings should be published in the next monthly newsletter of the Club.

Any Executive member that becomes relegated to Associate member status will automatically become an observer at Executive meetings until the Club in the next general meetings approves a replacement.

Lateness to meetings by an Executive member in excess of 30 minutes will automatically attract a fine of £2.00 (two pounds).

A late entrant to Executive meetings will join deliberations at the beginning of next item on the Agenda.

No member may refuse any assignment delegated to him by the Executive Committee. Such refusal will attract a fine of £10.00 (ten pounds).

Conduct by-elections to fill vacant post in a general meeting of Club members.

Disciplinary Committee

The Chairman shall choose a Disciplinary Committee immediately after the inauguration of a new executive Committee.

Membership of this committee shall be opened to both Executive and members of the Club. Since this committee shall be directly responsible to the Executive Committee, he shall be accountable for its success or failure.

The chosen member, as head of this committee, shall direct its efforts towards the implementation of ARTICLE 15 & 16 of the constitution. He shall make adequate recommendations to the Executive Committee where and when necessary. Members of the Disciplinary Committee shall continuously hold office until the Chairman, upon the consent of the Executive Committee replaces them.

Club Committee

Club committee shall be selected from within members and officers from time to time to handle specific assignments as the needs arise.

Terms of reference shall be spelt out to each committee during selection.

Members of Club Committee shall be voluntary or by nominations or elections, such committees shall dissolve as soon as they finish their assignments unless the Chairman deems otherwise.

ARTICLE 17: SUNDAY SQUASH

- (1) Every member of the club is expected to attend Sunday squash games.
- (2) Every member shall be subject to £10 monthly court fees until there is a need to increase or decrease the fee.
- (3) A Sunday game begins at 3.30pm and ends at 6.30pm. Members who wish to play outside these set times could do so at their own expense.
- (4) GUESTS
 - (a) Guests shall be welcome from time to time to join members of the club during games.
 - (b) Guest first time appearance to the club shall be free after that the Guest shall pay a court fee of £7.00 for subsequent visits to Sunday games.
- (5) The Club shall maintain a playing rota for members and guests at every Sunday games.
- (6) The Club shall make available for use every Sunday at least 6 squash playing hours for its members.
- (7) Guest Category
 - First time ever:- First visit free
 - Non U.K. Resident :- £4.00 per visit
 - Sunday Guest :- £10.00 per month
 - Members Spouse :- Free
 - Guest Spouse :- £4.00 per visit
 - Non regular playing guest: - £7.00 per visit.

ARTICLE 18: DISSOLUTION

(I) All or any other committees (except the Disciplinary Committee and any other committee agreed upon by the Club) shall be declared dissolved at the end of December annually.

All or any other committees stand dissolves at a General Meeting when a vote of no confidence is passed upon it/them by at least a simple majority of members present at such meeting.

At least 2 members of Patronage Council (unless anyone of them has been otherwise disqualified or removed) shall automatically constitute part members of any new executive committee, commissioned at the annual general election to be held in the last week of December.

ARTICLE 19: ELECTIONS

A returning officer shall organise and conduct general elections. The Executive Committee shall elect this officer.

The Executive Committee shall conduct by elections.

A candidate for an elective post shall be filled only after having been nominated by a member and supported by another member and must satisfy provision of Article 4, Section 2.

At most, two (2) members shall be allowed to contest for an elective post.

A nominee shall be duly elected unopposed in the absence of a bonafide opposing candidate or where all opposing candidates withdraw their candidacy before elections.

Elections shall be held annually, within 2 weeks of the annual dance date. Any member can only occupy the office of Chairman for a maximum of (2) two terms.

ARTICLE 20: VOTING

All members (except those barred by the provision of ARTICLE 4 of this constitution) shall be eligible to vote and be voted for.

There shall be no proxy right during voting.

Voting shall be by secret ballot only.

A member shall be entitled to cast only one vote for one elective post.

ARTICLE 21: COUNTING OF VOTES

All votes cast shall be counted in full view of members present.

The result of each election shall be announced immediately after counting.

A candidate shall be deemed to have won an election if he commands a simple majority of the total votes cast. The result of an election shall be cancelled or declared null and void in the presence of proved allegations of rigging or a breach of the constitution.

ARTICLE 22: ETIQUETTE

All members shall be subjected to the following terms during any of the Club's social activities or any other activities where the Club is represented, i.e., there shall be no: -

Drunk and Disorderly behaviour (or drunk and incapable) - Constituting oneself a nuisance

Open clashes amongst members (i.e., exchanging of abuses, physical reactions and nay other behaviours that may be deemed ungentlemanly).

Excessive noise and disturbance in the foyer

Disagreement with the South Bank Squash Club Authority

Failure to attain 75% attendance record of all Club functions and engagements, most importantly (Sunday games)

Refusal of any assignment delegated to them for the benefit of the Club

Failure to honour obligation to the Club, e.g. Club dues/fines, court fees, and soakers rota.

Note: the Chief Whip for appropriate disciplinary action shall refer an erring member under this clause to the Disciplinary Committee.

ARTICLE 23: GRIEVANCES

Against Members

In the event of any member having grievances with any other member of the Club, such grievances shall be addressed to the Executive Committee for amicable settlement.

Against Third Parties

Grievances against other parties (including the Squash Club Authorities) shall be addressed to the Executive Committee as soon as it occurs for amicable resolve.

ARTICLE 24: RESIGNATION

If a member resigns or protests in annoyance against the Club or any of its members, the Executive Committee shall muster all efforts towards reconciliation. Where this is not possible, such a member may be entitled to one quarter (25%) of his annual contribution, providing the year is in its first half.

ARTICLE 25: ALTERATION OF RULES

This constitution or any part thereof shall have been duly amended if: -

(i) A notice for such amendment has been filed at three (3) consecutive general meetings. (ii) Not less than two-thirds of members (present at the general meeting) shall have voted in favour of such amendment(s). (iii) That the proposed amendment(s) shall have been stated in the notice or circular ordering such General Meetings.

ARTICLE 26: CONCLUSION

This constitution shall bind all members of the ACE SQUASH CLUB to display comradeship and prosperity, which is part of our goal of coming together.

THESE RULES AND REGULATIONS ARE APPROVED BY THE GENERAL BODY OF THE CLUB

I HAVE READ AND UNDERSTAND THE RULES ABOVE:

Name in full _____

Date _____

Signature _____

Please sign and date above to show that you have received the rules. Please return this page to the General Secretary.

We look forward to welcoming you as a new member.