

CONSTITUTION OF THIRSDAE HASH HOUSE HARRIERS

1. NAME & PLACE OF BUSINESS

- a. The Club shall be known as the "Thirsdæ Hash House Harriers", hereinafter referred to as the "Club".
- b. The Club's place of business shall be at "6A Chun Tin Road, Singapore 599593 or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies. The Club shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.

2. AIMS AND OBJECTIVES

- a. To operate a friendly Hash Club with Singapore style hospitality and friendliness;
- b. To promote regular exercise and outdoor activities as a healthy lifestyle for its members; and
- c. To foster brotherhood, friendship and camaraderie among its members.

3. MEMBERS' CONDUCT AND RESPONSIBILITIES

- a. Members must uphold themselves in the best of conduct and behaviour during the Club's weekly run and other gatherings and activities.
- b. Any anti-social act, act of degradation, violence and horseplay by members, during the Club's functions or acts which are injurious to the club, may be subjected to disciplinary action by a Supreme Council.
- c. The Supreme Council must be made up of a minimum of five and a maximum of seven members: -
 - i. The President of the Committee (as Chairman)
 - ii. The Vice President of the Committee
 - iii. The Honorary Secretary of the Committee (as Secretary)
 - iv. Two or more Council members (made up of past Presidents of the club).
 - v. In the absence of past Presidents (club being too young), the Chairman of the Supreme Council may nominate senior voting members of good reputation to sit in the Supreme Council.
 - vi. Only members present are entitled to vote. No vote in absentia.
 - vii. Each member of the Supreme Council shall be entitled to one vote only.
- d. The Secretary of the Supreme Council shall inform the member with written notice, of the complaints made against him and shall give him a minimum of seven days to attend a meeting with the Supreme Council to give an explanation.
- e. Any disciplinary action handed down must have the support of a two-third (%) majority of the Supreme Council present. The decision of the Supreme Council shall be deemed as null and void if less than two-third (%) of the Supreme Council are present at the meeting.
- f. Notwithstanding the findings and the decision of the Supreme Council, the Chairman of the Supreme Council can order an interim suspension of the member awaiting disciplinary decisions.
- g. The proceedings of the Supreme Council must be properly documented in the archives, and made available for inspection on request by any member of the Club, including the "defendant" of the case.

4. RESIGNATION, EXPULSION AND SUSPENSION

- a. Any member who wishes to resign from the Club shall give two weeks notice in writing to the Honorary Secretary of the Committee and shall pay all dues before leaving.
- b. Upon the recommendation of the Supreme Council, member/s may be expelled from the Club.

- c. Any person shall, upon ceasing to be a member of the Club, forfeit all rights and claims upon the Club, its property and funds.
- d. Where the severity of a disciplinary case does not warrant an expulsion, the Supreme Council may recommend a suspension of membership for the member. The suspension shall be for a period from 1 to 3 months.
- e. Any member suspended or expelled upon the recommendation by the Supreme Council may appeal to the General Meeting of members against such decision.

5. MANAGEMENT OF THE CLUB

- a. The Club shall be administered by a Committee consisting of the followings to be elected at each the Annual General Meeting:
 - viii. One President
 - ix. One Vice President
 - x. One Honorary Secretary
 - xi. One Honorary Treasurer
 - xii. One Assistant Secretary
 - xiii. One Assistant Treasurer
- b. Names for the above offices shall be proposed and seconded at the Annual General Meeting and election will follow on a simple majority vote of the members. All office-bearers, except the Honorary Treasurer and Assistant Treasurer may be re-elected to the same or related post for a consecutive term of office. The term of office of the Committee is one year.
- c. The President of the Club shall be a Singaporean.
- d. Election will be either by show of hands or, subject to the agreement of the majority of the voting members present, by a secret ballot. In the event of a tie, the chairman of the meeting shall have a casting vote.
- e. A Committee Meeting shall be held at least once every 3 months after giving seven days' notice to Committee Members. The President may call a Committee Meeting at any time by giving five days' notice. At least half of the Committee Members must be present for its proceedings to be valid.
- f. Any member of the Committee absenting himself from three meetings consecutively without satisfactory explanations shall be deemed to have withdrawn from the Committee and a successor may be co-opted by the Committee to serve until the next Annual General Meeting. Any changes in the Committee shall be notified to the Registrar of Societies within two weeks of the change.
- g. The duty of the Committee is to execute resolutions passed at the General Meeting, deal with general affairs and plan/organise programs for the Club and supervise the day-to-day activities of the Club. The Committee may not act contrary to the expressed wishes of the General Meeting of members without prior reference to it and shall always remain subordinate to the General Meetings of members.

6. DUTIES OF THE COMMITTEE

a. *President*

He/she shall preside at the General Meetings and Committee Meetings and he shall be responsible for the affairs of the Club. He shall also have the casting vote for all General Meetings and Committee Meetings. He shall also represent the Club in its dealings with the public.

b. *Vice President*

He/she shall assist the President in all matters concerning the Club and deputise him in his absence.

c. *Honorary Secretary*

He/She shall be responsible for all correspondence pertaining to the Club. He/She shall also record and keep archives and minutes of the General Meetings and Committee Meetings. He/She shall keep an up-to-date membership register.

d. Honorary Treasurer

He/she shall be responsible for the collection of all subscriptions and dues and shall keep the accounts of the Club in proper order. He shall prepare the monthly and annual accounts of the Club for the Committee Meetings and Annual General Meetings.

e. Assistant Secretary

He/She shall assist the Honorary Secretary and deputise for him/her in his/her absence.

f. Assistant Treasurer

He/She shall assist the Honorary Treasurer and deputise for him/her in his/her absence.

7. ANNUAL GENERAL MEETING

- a. The supreme authority of the Club is vested in a General Meeting of members presided over by the President.
- b. An Annual General Meeting shall be held within the month of January every year.
- c. Notice of the Annual General Meeting and a copy of the Audited Accounts of the Club shall be sent by the Honorary Secretary to all voting members of the Club 14 days before the Annual General Meeting.
- d. The following matters shall form the Agenda for the Annual General Meeting:
 - xiv. To read and confirm minutes of the last Annual General Meeting and matters arising thereof.
 - xv. To receive and pass the audited financial statements for the preceding year.
 - xvi. To present the non-audited financial statement of January of the current financial year, showing the Club's income and expenditure, assets and liabilities and all accounts receivable.
 - xvii. To elect the Committee for the ensuing year.
 - xviii. Election of the two Honorary Auditors for the ensuing year.
 - xix. Any other matters.
- e. Any member who wishes to place an item on the agenda of the Annual General Meeting may do so provided he gives notice to the Honorary Secretary one week before the meeting is due to be held.

8. EMERGENCY GENERAL MEETING

- a. The Committee has the power to call for an Extraordinary General Meeting.
- b. An Extraordinary General Meeting may be called by the President on the request in writing of not less than one third of the total voting membership or 30 voting members, whichever is the lesser.
- c. Extraordinary General Meeting must be held within thirty days from the date of receiving such requisition.
- d. Only matters stated in the letter of requisition shall be discussed.
- e. Notice of the Extraordinary General Meeting shall be sent by the Honorary Secretary to all voting members of the Club 10 days before the Extraordinary General Meeting.

9. PROXY

- a. Unless otherwise stated in this Constitution, voting by proxy is allowed at all General Meetings.
- b. To vote by proxy, a Vote-By-Proxy Form shall be dully filled up and signed and submitted to the Honorary Secretary before the voting commence.

10. QUORUM

- a. At least one quarter of the total voting membership, or 30 voting members of the Club, whichever is lesser, must be present at the General Meeting to form a quorum and for its proceedings to be valid. Proxies shall not be constituted as part of the quorum.

- b. In the event the Annual General Meeting does not meet the quorum, the meeting shall be postponed to another date at least seven days later. At the appointed date, should the number of members then present be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to alter, amend or make additions to any of the existing rules or constitutions.
- c. In the event that the Extraordinary General Meeting does not meet the quorum at the appointed date and time, a half hour grace period is given for the quorum to be met. With the provision that if no quorum is present after half an hour from the time fixed for the postponed meeting requisitioned by members, the meeting shall be cancelled and an Extraordinary General shall not be held for the same purpose until the lapse of at least six months from the date thereof.

11. ACCOUNT AUDIT

- a. Two persons who are not members of the Committee shall be elected as Honorary Auditors at each Annual General Meeting and will hold office for one year only and shall not be re-elected. They shall be required to audit each year's account and present a report upon them to the Annual General Meeting. They may also be required by the President to audit the accounts of the Club for any period within their tenure of office and make a report to the Committee.

12. ADDITIONS AND AMENDMENTS TO CONSTITUTION

- a. No alteration or addition/deletion to this Constitution shall be made except at a General Meeting and with the consent of two-thirds of the voting members present at the General Meeting, and they shall not come into force without the prior sanction of the Registrar of Societies.

13. FINANCIAL

- a. A bank account shall be opened in the name of Thirsdae Hash House Harriers.
- b. All transactions with the bank shall be signed by the Honorary Treasurer and counter-signed by either the President or the Honorary Secretary.
- c. The financial year of the Club begin on 1st January and ends on 31st December each year.
- d. The Honorary Treasurer is authorised to expend up to \$300 per month for petty expenses on behalf of the Club. He will not keep more than \$300 in the form of cash and money in excess of this will be deposited in a bank to be named by the Committee.
- e. The Club's funds shall be used strictly for running Club events.
- f. The Committee shall not spend more than the amount that is agreed upon at a General Meeting of members.

14. INTERPRETATION

- a. In the event of any question or matter arising out of any point which is not expressly provided for in the rules, the Committee shall have power to use their own discretion. The decision of the Committee shall be final unless it is reversed at a General Meeting of members.

15. DISSOLUTION

- a. The Club shall not be dissolved, except with the consent of not less than 80% of the voting members of the Club for the time being resident in Singapore, expressed either in person or by proxy at a General Meeting convened for the purpose.
- b. In the event of the Club being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Club must be fully discharged and the remaining funds shall be disbursed in any way the General Meeting decided. Notice of the dissolution shall be given within 7 days of the dissolution to the Registrar of Societies.

16. SUBSCRIPTIONS, GUESTS FEE & OTHER DUES

- i. Subscriptions are payable quarterly. A quarter is defined as one of the following periods: January to March, April to June, July to September or October to December.
- ii. The Committee may give a discount if quarterly subscription is paid within the first month of the quarter, no discount, if paid in the second month and impose a penalty charge, if paid in the third month of the quarter.
- iii. If a member fails to pay the subscription or any other-dues for one quarter (without acceptable reasons), the President may order that he be denied the privileges of membership.
- iv. The subscription for members and fees for guests shall be such sum or sums as the General Meeting of members may decide from time to time.
- v. All local (Singapore) Hashers and Guests who are not members of the Club, who join the Club in the weekly run, will be charged a Guest Fee. The Committee shall decide the amount to charge and the frequency that a guest may run with the Club.
- vi. Outstation Hashers (not residing in Singapore) may run with the Club in the weekly run for free for one occasion only. If the number of outstation Hashers exceeds 3 in any one run, a Guest Fee has to be imposed. The Committee shall decide the amount to charge.
- vii. The Committee, on the advice of any members, has the right to reject the following without giving any reason:-
 - i. Undesirable guests from participating in Club's activities.
 - ii. New membership application.

17. MEMBERSHIP

- a. Ordinary Membership.
 - i. Ordinary Membership is open to both sexes, above the age of 21 years, living in the Republic of Singapore.
 - ii. Application for Ordinary Membership must be supported by a Proposer and Secunder who are current members of the Club. The new application must not be opposed by any current member of the Club.
 - iii. Ordinary Members shall have the right to vote and to hold office in the Club.
- b. Honorary Life Membership
 - i. A member who had contributed significantly to the development of the Club may be elected as Honorary Life Member at the Annual General Meeting. He or she shall thereafter be entitled to all the privileges of a member, and shall not be liable to pay any subscription.
 - ii. Honorary Life Members shall not have the right to vote or to hold office in the Club.
- c. All members and guests shall participate in the Club's activities at their own risk. The Club, its officers or any members will not be liable for injury or loss incurred by any member or guest whilst taking part or organising any activity connected with the Club.

18. PROHIBITIONS

- i. Gambling of any kind is strictly prohibited in club organised functions and the club's premises.
- ii. Drug takers and "bad" characters are prohibited in clubs organised functions and the club's premises. Offenders shall be reported to the police.
- iii. The funds of the club shall not used to pay fines of members who have convicted in the court of law.
- iv. The club shall not engage in trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.
- v. The club shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangement with its members which has the purpose or likely to have the effect the purpose of fixing or controlling the price or any discount, allowance or rebate relating to any goods and service which adversely affect customers interest.
- vi. The club shall not indulge in any political or religious activity or allow its funds and/or premises to be used for such purposes.

- vii. The club shall not hold any lottery, whether confined to its members or not, in the name of the club or its office-bearers, Committee or members unless with the prior approval of the relevant authorities.
- viii. The club shall not raise funds from the public for whatever purposes without the prior approval in writing from the Head, Licensing Division, Singapore Police Force and the other relevant authorities.

19. DISPUTES

- a. In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an Extraordinary General Meeting in accordance with this Constitution. Should the members fail to resolve the matter, they may bring the matter to a court of law for settlement.

20. VISITORS AND GUESTS

- a. Visitors and guests may be admitted into the premises of the Club but they shall not be admitted into the privileges of the Club. All visitors and guests shall abide by the Society's rules and regulations.

21. TRUSTEES

- a. If the Club at any time acquires any immovable property, such property shall be vested in trustees subject to a declaration of trust.
- b. The trustees of the Club shall:
 - i. Not be more than four and not less than two in number.
 - ii. Be elected by a General Meeting of members.
 - iii. Not effect any sale or mortgage of property without the prior approval of the General Meeting of members.
- c. The office of the trustee shall be vacated:
 - i. If the trustee dies or becomes a lunatic or of unsound mind.
 - ii. If he is absent from the Republic of Singapore for a period of more than one year.
 - iii. If he is guilty of misconduct of such a kind as to render it undesirable that he continues as a trustee.
 - iv. If he submits notice of resignation from his trusteeship.
- d. Notice of any proposal to remove a trustee from his trusteeship or to appoint a new trustee to fill a vacancy must be given by posting it on the notice board in the Club's premises at least two weeks before the General Meeting at which the proposal is to be discussed. The result of such General Meeting shall then be notified to the Registrar of Societies.
- e. The address of each immovable property, name of each trustee and any subsequent change must be notified to the Registrar of Societies.

- - End of Constitution - - -