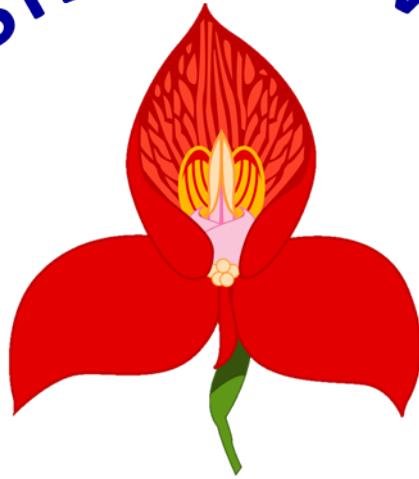


THE CONSTITUTION OF

WESTERN PROVINCE



FLY FISHING

**WESTERN PROVINCE FLY
FISHING ASSOCIATION**

Karpu

1. NAME

- 1.1 The Name of the Association shall be "The Western Province Fly Fishing Association", and abbreviated to "W.P.F.F.A." or WPFFA.

2. HEADQUARTERS AND POSTAL ADDRESS

- 2.1 The headquarters and postal address will be the same as that of the Association President or such other address (i.e. Secretary) as may be decided upon from time to time.

3. AIMS OF THE ASSOCIATION

- 3.1 To be the autonomous controlling body of the amateur sport of representative Fly Fishing in the Western Cape of South Africa.
- 3.2 To lay down rules governing representative Fly Fishing and safeguard members rights.
- 3.3 To promote, control and foster representative Fly Fishing in the Western Cape through development programmes and Angling Clinics.
- 3.4 To compile and maintain an accurate list of record catches made in accordance with the rules and regulations of the Association and to issue record certificates and other forms of recognition for such catches in the Western Cape.
- 3.5 To promote and encourage Conservation and to promote Eco-tourism by inviting inter-provincial teams to compete.
- 3.6 To select on merit, through a system of angling trials the most competent anglers, to participate in regional and national fly fishing contests.
- 3.7 To affiliate to the SASCOC, South African Angling and Casting Confederation, SAFALFA, SARFFA, and applicable international bodies.
- 3.8 To collect, raise or in any other legal manner acquire funds and property, both moveable and immovable and to administer, manage, invest and control such funds or property for the purpose of any of these objects.
- 3.9 To design, adopt, register and issue any badges or uniforms as may be determined from time to time.
- 3.10 To promote the development of the sport to all citizens of the Western Cape including the previously disadvantaged and paraplegic, irrespective of political or religious creed, colour, race or gender.

MEMBERSHIP

- 3.11 The Association shall consist of membership from residents of the province.
- 3.12 Applications for membership will be considered on merit and the Association reserves the right to accept or refuse membership without furnishing any reasons.
- 3.13 All members are to furnish the association's Secretary with ID numbers and addresses for registration with SARFFA.

4. MEMBERSHIP FEES AND LEVIES

- 4.1 The annual general meeting shall determine for the ensuing year:
- 4.1.1 A per capita fee for each registered individual member of the Association.
- 4.2 Membership fees are payable on or before the last day of February each year.



- 4.3 Any member who fails to timeously pay the fees as stipulated in clause 4.2 will forfeit its right to vote at the A.G.M. or any other general meeting and such a member and the individual members thereof will not be able to lay claim to the rights and privileges of membership of the association.
- 4.4 Any member which is in arrears with the payment of its membership fees, or any other fees and levies and fails to pay within thirty days of the date of formal notification shall in addition to any other penalties imposed therefore in terms of the constitution, be liable to have its membership of the association suspended or cancelled as the association may deem fit.

5. OFFICE BEARERS

5.1 The following office bearers shall be elected at each AGM:

- 5.1.1 President
- 5.1.2 Secretary
- 5.1.3 Treasurer
- 5.1.4 Records Officer
- 5.1.5 Marketing and Media Officer

5.2 Retiring Office bearers will be eligible for re-election.

6. DUTIES OF OFFICE BEARERS

6.1 President

The President will:-

- 6.1.1 Preside at all general and executive committee meetings.
- 6.1.2 Have a deliberative, as well as a casting vote, at all executive committee meetings.
- 6.1.3 Present an annual report to the AGM.
- 6.1.4 Together with the Secretary keep members fully informed on all association matters.
- 6.1.5 Attend meetings of SARFFA

6.2 Secretary:

- 6.2.1 The Secretary will keep minutes of the proceedings at all general and executive committee meetings.
- 6.2.2 Keep and maintain the books and records of the Association.
- 6.2.3 Do all the clerical work of the Association.
- 6.2.4 Have a deliberative vote at all committee meetings.
- 6.2.5 Distribute the minutes of all meetings within twenty days of the meeting.

6.3 Treasurer:

The Treasurer will:-

- 6.3.1 Be responsible for the collection of and due administration of all monies and funds of the association.
- 6.3.2 Present a detailed report of the income, expenditure and investments of the Association at each AGM.
- 6.3.3 Draw up in co-operation with the auditor and annual balance sheet, income and expenditure meeting.
- 6.3.4 Have a deliberative vote at all committee meetings.



6.4 Records Officer:

- 6.4.1 The Records Officer will keep the record books and certificates of the association.
- 6.4.2 Receive and scrutinize all claims for records and report on this to the executive committee.
- 6.4.3 On approval by the executive committee issue such record certificates or other forms of recognition as may be prescribed.
- 6.4.4 Have a deliberative vote at committee meetings.
- 6.4.5 Maintain accurate records of Provincial Trials.

6.5 Marketing and Media Officer:

- 6.5.1 Prepare and maintain communication and stakeholder plan
- 6.5.2 Implement and manage the communication and stakeholder plan nationally
- 6.5.3 Facilitate communication and stakeholder plan within the province

7. COMMITTEE DUTIES AND GUIDELINES

- 7.1 Nominations for elections to the committee can be made at, or before the AGM. Office bearers will be elected annually at the AGM by representatives of the members.
- 7.2 The executive committee shall hold in trust all assets and property of the Association.
- 7.3 Fix dates and places of annual general meetings and meetings of the executive committee.
- 7.4 The executive shall adjudicate upon all matters referred to it for decision in connection with the interpretation, and application of this constitution and/or of any resolution passed by a general meeting or by the executive committee
- 7.5 Take such disciplinary action as may at any time seem to it to be necessary in respect of any individual member, in accordance with the guidelines laid down by SASCOC.
- 7.6 Pass judgment or inflict penalties for any breach of this constitution or any rules or resolutions framed hereunder, or any offence against the traditions or objects of the association, as it may appear to it to be just and proper.
- 7.7 The executive committee will have the power to:
 - 7.7.1 Appoint a sub-committee for any special object and delegate to such sub-committee the functions and powers of the executive committee.
 - 7.7.2 Fill any vacancy which may occur on the committee including ex -official members of the committee.
- 7.8 The decision of the committee shall be final and binding and it shall not be obliged to give reasons for its decisions.
- 7.9 The committee shall meet at least four times a year, or when the occasion demands, at such time, place and date as the Chairman may determine.

8. ANNUAL GENERAL MEETINGS (refer to point 14)

- 8.1 Meetings shall be convened by the executive committee and shall be held not later than the last day of May each year.
- 8.2 The Secretary shall give at least sixty days notice of such meetings to all members and office bearers.
- 8.3 Members wishing to place any matter on the agenda shall forward the details in writing to the Secretary, forty five days before the date of such a meeting.
- 8.4 All members and association of the association are entitled to attend the annual general meeting as an observer. He/she shall have no right to speech or vote.



8.5 Representation:

8.5.1 Each member may propose or second any motion.

8.5.2 Any member unable to attend, may appoint, in writing, another member to represent it as its delegate save and except that no individual member may act as proxy for more than one member.

8.6 Voting Rights:

8.6.1 Each member shall have one vote.

8.6.2 The President shall have the casting vote.

9. QUORUM

9.1 At any general meeting of the association delegates representing fifty percent or more of the members shall form a quorum. Should a quorum not be reached the meeting is re-assigned ordinary status any discussions will be shared with membership for comment within twenty days of the meeting. Members should comment within fourteen days of the receipt. Should no comment be received the discussion will be taken as binding.

10. BUSINESS

10.1 The business to be conducted at the Annual General Meeting shall include the following:

To receive and adopt:

10.1.1 An annual report presented by each office -bearer pertaining to their respective portfolio, which must be distributed with the agenda forty days before the AGM.

10.1.2 The Auditors report and financial statements.

10.1.3 Determine the fees and levies for the ensuing year.

10.1.4 Any amendments to the constitution.

10.1.5 Any rule changes to competitive fly-fishing.

10.1.6 To elect the following officers and committee:

10.1.6.1 President,

10.1.6.2 Secretary,

10.1.6.3 Treasurer,

10.1.6.4 Records Officer,

10.1.6.5 Marketing and Media Officer.

11. SPECIAL GENERAL MEETING

11.1 A Special General meeting shall be convened by the executive committee at its discretion for any matter of urgency, or any urgent changes to the constitution or on requisition by a resolution of at least three members, such requisition to be in writing and to clearly set out the object or objects of the meeting.

11.2 Forty days notice in writing of such a meeting shall be given by the Secretary to each member.

A handwritten signature in black ink, appearing to read 'Karpis', is written over a horizontal line.

12. FINANCE

- 12.1 All monies belonging to the association shall be either banked to the credit of the association with its bankers or invested in accordance with the resolution of a general meeting or executive meeting.
- 12.2 All payments made by the association shall be made through appropriate means and authorised in writing by at least two persons nominated by the executive committee.
- 12.3 Books and account shall be kept reflecting all transactions of the association and a balance sheet prepared, audited and presented at the AGM.

13. AUDITOR

- 13.1 At the annual general meeting an Auditor will be appointed who will:-
 - 13.1.1 Examine and have access to all books, papers, monies, funds, properties and assets of the association.
 - 13.1.2 Hand in a written report on the books, financial statements and balance sheet of the association to be considered by the annual general meeting.
 - 13.1.3 Not be an Office Bearer of the association or of any member union.

14. INDEMNIFICATION

- 14.1 Office Bearers and members of the Executive committee shall collectively and severally be indemnified against all liabilities incurred by them in the execution of their duties save as may be incurred through their own neglect or default.

15. DATE OF CORRESPONDENCE

- 15.1 The postmark of a public Post Office or the transmission date of a telefax and the reception of an E-mail through a registered recognized address will at all times be regarded as the date on which correspondence, notices and the like were dispatched either by or to the Association.

16. AMENDMENTS TO CONSTITUTION

- 16.1 No alteration, amendment or addition to this Constitution may be made except at an Annual General Meeting or at a Special General Meeting called for that purpose.
- 16.2 No such alteration, amendment or addition shall be adopted unless carried by a majority vote of those present, entitled to vote at such meeting.

17. DISSOLUTION CLAUSE

- 17.1 The Association may be dissolved if members representing at least two thirds of the total voting rights of all members are in favour thereof at a Special General Meeting which has been convened for that purpose.
- 17.2 On dissolution the assets of the Association shall not be payable to or devisable amongst the members of the Association or individual members thereof but shall be paid or transferred to any other Association or body having similar aims and objects or alternatively to any duly registered welfare organization at the discretion of the meeting.