

CONSTITUTION OF THE SANDBAAI HALL MANAGEMENT COMMITTEE

1 Name

The official name of the Association is Sandbaai Hall Management Committee abbreviated to "SSBK".

2 Objectives

The primary objective of the SSBK is to manage the Sandbaai Hall for the benefit of the Sandbaai community and initiate, stimulate and coordinate projects with the aim of creating a clean, healthy and attractive environment around the Sandbaai Hall.

The Sandbaai Hall is located at 71 Main Road, Sandbaai, Western Cape 7200 on the corner of Jimmy Smith Street. (ERF 2820; 8,912 m² in extent)

3 Status

3.1 The SSBK is a Voluntary Association in the form of a non-aligned, non-political, independent Organized Community Body with full legal status, capable of acquiring rights and obligations, and with the right to sue and be sued in its own name.

3.2 The SSBK will not engage in any business for profit except in the rental of the Sandbaai Hall but may initiate and/or coordinate fundraising activities for matters and projects within the scope of activities and support employment opportunities for the community.

3.3 No member of the SSBK will be personally liable for any debt or obligations of the SSBK.

4 Composition of the SSBK

4.1 The SSBK will consist of no fewer than six(6) people. The Chairman of the Sandbaai Ratepayers Association as well as the Chairman of the Groenberg Jukskei klub will automatically be members of the SSBK. The Sandbaai Ward Committee may nominate one(1) member.

4.2 Committee members should own property in Sandbaai and preference is given to permanent residents, but the SBBK has discretion to determine eligibility in order to be inclusive of qualified candidates.

4.3 The Committee may co-opt additional skilled and involved individuals. Up to 2 of these individuals may sit on the committee, provided they own property in Sandbaai or are a resident in Sandbaai.

4.4 Committee members shall serve for an initial period of five years which may be extended for a further period of five years. No member may serve for more than ten years.

4.5 The Committee may appoint a manager to oversee day-to-day activities. The manager will also be a member of the committee. To ensure continuity, this manager will not be restricted to term limits.

4.6 A Committee member shall no longer remain a member if they fail to attend two consecutive meetings, physically or virtually, without a reason acceptable to the other Committee members, or if they violate the code of conduct. Any committee member may be removed by majority vote of members in good standing for unacceptable absences or misconduct.

4.7 Committee members may not directly or indirectly receive any compensation for being a committee member. Committee members may be fairly reimbursed for expenses approved by the SSBK. Committee members must disclose personal financial interests in matters before the SSBK before the matter is discussed in a meeting. The member must leave the meeting while the matter is discussed by other members and may rejoin the meeting after the voting/discussion of the issue. The meeting will not be rendered inquorate by the temporary absence.

4.8 The Committee shall elect a Chairperson from its members.

5 Responsibilities of the SSBK

5.1 The committee will enter into a rental agreement with the Overstrand Municipality concerning the Sandbaai Hall and will ensure that the terms of this agreement are effectively managed and adhered to.

5.2 The committee may from time to time appoint people under certain conditions to ensure that the above mentioned agreement is honoured.

5.3 The committee may receive and consider suggestions from Sandbaai residents and may act on these suggestions provided they fall into the scope and spirit of this agreement.

5.4 The committee shall open a bank account at a recognized financial institution.

5.5 The committee will maintain proper accounting records of the SSBK's finances, which will be open for inspection by ratepayers and the Overstrand Municipality. One of the SSBK committee members shall be appointed as Treasurer.

5.6 The SSBK committee shall meet at least 4 times a year.

5.7 A Special Meeting may be convened by the Chairman or 3 committee members.

5.8 50% + 1 of the committee shall constitute a quorum.

5.9 The committee may establish procedural rules.

6 Powers of the Chairperson

6.1 The Chairman will preside over all meetings. If the Chairman is not available, the committee will appoint a Chairman for the meeting.

6.2 The Chairman of a meeting shall have a deciding vote in case of an equal vote.

6.3 The Chairman will liaise with other entities on behalf of the committee.

7 General Provisions

7.1 If a quorum is not present at a meeting, the meeting will be postponed for seven days at the same place and time. At the postponed meeting, the members present shall constitute a quorum and address matters for which the meeting was called.

7.2 No amendments to the Constitution shall be made without the approval of two-thirds of the SSBK members present at a meeting called for this purpose.

7.3 The SSBK may only dissolve after the expiration of the Rental Agreement with the Overstrand Municipality and only if: the SSBK and the Municipality cannot agree on renewal terms acceptable to both parties and such a decision is made at an SSBK meeting with a two thirds majority of the members being present.

7.4 In the event of a dissolution or liquidation of the SSBK, its net assets, if any, will be made available to one or more organizations with similar objectives to those of the SSBK, agreed upon at the special SSBK meeting convened for this specific purpose and subject to the approval of the Overstrand Municipality.