



EAST CAPE ADVENTURE AND HIKING ASSOCIATION

THE VOETSAC HIKING CLUB

CONSTITUTION

07 September 2026

1 NAME

The name of the Club shall be:
East Cape Adventure and Hiking Association

In short referred to as:
Voetsac

2 OBJECTIVES

- 2.1 To encourage and promote outdoor adventure activities with the emphasis on hiking.
- 2.2 To foster an awareness of nature and conservation and to actively support the conservation activities of the various environmental authorities.
- 2.3 To organise and encourage hikes and related activities.
- 2.4 To promote safety and enjoyment of the natural environment through training in general and specific outdoor skills.
- 2.5 To interact with various clubs, groups and authorities with similar interests.
- 2.6 To raise funds and to apply such funds for the furtherance of the stated objectives.

3 MEMBERSHIP

- 3.1 Application for membership to this Club shall be open to all persons who accept the Constitution and the current rules and regulations of the Club and who share a common interest in Club activities and agree to comply with its objectives and ethical code.
- 3.2 Membership will be classified according to:
 - 32.1 Scholar/Student: Persons registered for fulltime studies with a bona fide Educational Institution. Participation in hikes by members between 7 and 12 years will be subject to the discretion of the Leader and parental control. Participation in hikes by members aged 12 to 16 will be subject to the discretion of the Leader and parental consent.

The club does not permit children younger than 7 to take part in hikes.

3.2.2 Individual: All persons not accommodated in the other membership categories

- 3.2.3 Family:
- i) Not more than two adults, being husband and wife or partners including:
 - ii) Up to 4 dependant children not older than 21 years who are full time scholars/students and are not self supporting:
 - iii) The above spouses, partners and children must all reside at the same address

3.2.4 Honorary: Any person who has rendered special and valuable service to or on behalf of the Club over a period of at least five years may be considered for this award by the current Committee.

3.2.5 Pensioner: Any individual over the age of 60.

3.2.6 Pensioner Couple: Any couple both over the age of 60.

3.3 New members will be subject to the applicant's signature of indemnity and payment of the prescribed affiliation fee and an annual subscription fee. An annual subscription fee will be payable within 30 days of the start of the new financial year. Any defaulting member will be liable for payment of both the subscription fee as well as the affiliation fee.

3.4 The prescribed affiliation / subscription fees will be determined by the Management Committee "

4 MANAGEMENT

4.1 The Management Committee shall be elected at the AGM and consist of

- 4.1.1 Chairperson
- 4.1.2 Vice-Chairperson
- 4.1.3 Secretary
- 4.1.4 Assistant Secretary
- 4.1.5 Treasurer
- 4.1.6 Co-ordinator- Socials
- 4.1.7 Co-ordinator - Training
- 4.1.8 Co-ordinator - Special Projects
- 4.1.9 Co-ordinator - Hike Leaders
- 4.1.10 Co-ordinator- Multi Day Hikes

4.2 The Chairperson shall be elected at the AGM for a term of office of not longer than a two-year period and shall retire after this period of two years, but shall be eligible for re-election as a member of the Management Committee for the next period and after this period of break, become eligible for re-election as Chairperson. Thereby

allowing for a minimum period of one year break from Chairperson after holding that office for a two-year period.

- 4.3 Six Management Committee members shall constitute a quorum at all management meetings.
- 4.4 Should a Management Committee member fail to attend two (2) consecutive Management Committee meetings, the remaining members of the Management Committee have the right to elect a substitute to occupy that office until the next AGM.
- 4.5 Should the office of Chairperson, Vice-Chairperson, Secretary, Assistant Secretary or Treasurer for any reason fall vacant during any year, the remaining members of the Management Committee may elect a substitute to occupy that office until the next AGM.

5 POWERS AND DUTIES OF MANAGEMENT COMMITTEE

The powers and duties of the Management Committee shall be:

- 5.1 The management and direction of the Club's activities.
- 5.2 The Management Committee will meet on a monthly basis.
- 5.3 The Management Committee may from time to time co-opt any person whether or not a member of the Club as required to assist it in its deliberations with regard to any matter arising in connection with the affairs of the Club. Such person shall be entitled to participate in such meetings and to have such rights of a Management Committee member as the Management Committee may prescribe, save that he/she shall not be entitled to vote at meetings of the Management Committee.
- 5.4 The Management Committee may delegate any of its powers to Sub-Committees consisting of such member or members of the Club as it thinks fit. Any Sub-Committee shall in the exercise of the powers so delegated conform to any directions which may have been given to it by the Management Committee and shall, subject to any such directions, conduct its proceedings in such manner as it may itself determine.
- 5.5 To make, amend or rescind the Rules for the management of the Club.
- 5.6 To open and to operate such banking or savings bank accounts with such Banks, Building Societies or other financial institutions as deemed necessary.
- 5.7 To control expenditure.
- 5.8 To confer with commercial enterprise with the necessary authority and integrity as deemed in the interest of the members of this Club.
- 5.9 To deal with the affiliation of members to this Club.

6 DISCIPLINARY COMMITTEE

- 6.1 The Disciplinary Committee shall consist of the full Management Committee.
- 6.2 In the event of any member being suspected of misconduct, the Disciplinary Committee shall deal with the matter as it deems appropriate. Any such offender shall have the right to appeal to the Secretary in writing.

- 6.3 After review, should any member still be considered guilty of misconduct, the Disciplinary Committee shall have the power to withdraw such offender's membership. Any membership fees paid by such member shall be forfeited. The Disciplinary Committee's decision shall be final.

7 ANNUAL GENERAL MEETING

The AGM should be held within three months after the end of the Club's financial year.

- 7.1 A written notice advising members of an Annual General Meeting shall be by way of email or printed notice dispatched at least thirty (30) days prior to the meeting. The place and date of the AGM will be decided by the Management Committee. The days of notice shall be calculated so as to commence from one day after the notice has been dispatched.

- 7.2 All motions to be included onto the agenda shall be done in writing to be received by the Secretary at least nine (9) days prior to the meeting.

- 7.3 *A quorum for the AGM will be 15% of the members entitled to vote. In the event of a quorum not being present, such meeting shall stand adjourned to a week later at the same time and place and such persons then in attendance shall be deemed to form a quorum.*

(Amendment to above point 7.3 made at A.G.M. on 25 November 2020 to read as follows):

A quorum for the AGM will be represented by all members present at the first convened AGM, regardless of the numbers present.

- 7.4 All decisions made at a meeting, except where otherwise provided, shall be made by way of a show of hands. If three (3) members present, who are entitled to vote, demand that secret ballot shall be taken, then the vote shall be by way of secret ballot. The vote of the majority shall be decisive and in the case of an equal number of votes at a meeting the Chairperson shall, in addition to his ordinary vote, have a casting vote. Only members who are duly registered members of the Club shall be entitled to vote at meetings. Proof of membership and payment must be furnished if required, by such member.

- 7.5 The Chairperson shall at the AGM furnish a full report on the activities of the Club for the period since the last Annual General Meeting.

8 SPECIAL GENERAL MEETING

The Management Committee may whenever it deems fit, and the Secretary shall on the written requisition of at least three members, forthwith call a Special General Meeting. Such requisition shall set out fully the objects of the meeting. Representation and voting powers at such meetings shall be the same as that at an Annual General Meeting.

9 CONDUCT AT MEETINGS

The Chairperson shall preside at all meetings or, in the absence of the Chairperson, the Vice-Chairperson. Failing the Vice-Chairperson being present, the members present shall elect a Chairperson. The Secretary or Assistant Secretary shall keep Minutes which shall constitute a proper record of all proceedings and discussions at such meetings. These Minutes shall be available at every meeting.

10 FINANCE

- 10.1 The Treasurer shall prepare an annual financial statement which will be for presentation at the Annual General Meeting.
- 10.2 The financial year shall be from the 1st January to 31st December.
- 10.3 Funds shall be deposited with a financial institution as decided by the Management Committee and administered by the Management Committee. Signing powers shall be held by the Chairperson, Treasurer and a nominated committee member, two signatures being required on any transaction.
- 10.4 There shall be an annual subscription fee in the format as set out in 3.3.

11 AMENDMENTS OF CONSTITUTION

- 11.1 A quorum for the AGM will be represented by all members present at the first convened AGM, regardless of the numbers present.

12 USE OF CLUB'S NAME

The use of the name of the Club, or action on behalf of the Club, for commercial purposes by any member or person without the mandate of the Management Committee, is strictly prohibited.

13 DISSOLUTION

In the event of this Club becoming defunct, The Management Committee shall have the power to dissolve the Club and allocate any remaining funds to an appropriate institution.

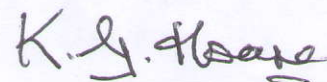
Duties of the Committee – see Addendum – Guidelines for Duties of Committee Members



CHAIRMAN

CHRISTOPHER JOHN STEVENS

DATE 27 JULY 2026



TREASURER

KEITH GEORGE HOARE

DATE 27 JULY 2026.