



**SOUTH AFRICAN BISLEY UNION**

**TARGET RIFLE (TR) CLUB**

**CONSTITUTION**

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### **1. NAME, CONSTITUTION AND LEGAL STATUS**

- 1.1 The name of the Club is the South African Bisley Union (SABU) Target Rifle (TR) Club ( hereinafter referred to as the “Club”).
- 1.2 The Club derives its legal status from the SABU Constitution, which states in its clause 5.3.5:  
SABU Target Rifle Club: Because of the unique nature and requirements of the Target Rifle (TR) discipline within the sport of bisley, a SABU Target Rifle Club was formed. All individual SABU members who usually compete in the TR discipline automatically qualify for membership. This club, within the Union, will be governed by its own constitution, approved by the SABU Council. It will have autonomy in the election of its office bearers and, for the selection of SABU and higher TR teams, be represented in the prescribed national selection process which may be determined by Council in accordance with Clause 7.8.6. The club will have a single representative on the SABU Council.
- 1.3 The provisions of this Constitution are founded upon and shall be implemented and administered in the recognition of human dignity, equality and the advancement of human rights and freedoms, non-racialism, non-sexism, the right of freedom of association, the supremacy of the Constitution of the Republic of South Africa (1996), the rule of law and good corporate governance.

## **2. DEFINITIONS**

For the purpose of this Constitution, the following words and expressions shall have the following meanings unless the subject or context indicates otherwise:

- 2.1 “AGM” means the Annual General Meeting of Members held in accordance with the provisions of this Constitution.
- 2.2 “Annual Financial Report” means the annual income and expenditure account and financial report, suitable for a club of this nature, verified and approved by the committee. The committee may be assisted in this task by an internal auditor/controller appointed by the AGM.
- 2.3 “Target Rifle (TR)” means the shooting discipline defined as follows in the SABU Regulations: “Target Rifle (TR), primarily fired prone in the 7.62 mm (.308 WIN) calibre (5.56 mm (.223 REM) is also used in some countries), usually at distances from 300 to 900 meters or imperial equivalents”.
- 2.4 “SABU Target Rifle Club Management Committee” hereinafter referred to as the Management Committee.
- 2.5 “Good Standing” means a member who meets the requirements of the SABU Constitution as quoted in clause 1.2 above and is a SABU member in good standing.
- 2.6 “International Confederation of Fullbore Rifle Associations” hereinafter referred to as ICFRA, means the international body of Fullbore Target Rifle Shooting in the World.
- 2.7 “South African Bisley Union” hereinafter referred to as SABU, means the body recognised by ICFRA and/or the SA Shooting Sports Confederation as the national governing body of Fullbore Target Rifle Shooting in the Republic of South Africa.
- 2.8 “South African Bisley Union Target Rifle (TR) Club” hereinafter referred to as the Club, means the SABU structure responsible for the promotion and improvement of the TR shooting discipline within SABU, subject to the provisions of the SABU Constitution, Rules, Regulations and Policies.

The headings to the clauses or paragraphs of this Constitution are for descriptive purposes only and shall not be used in the interpretation hereof.

Unless the context indicates a contrasting intention, the singular shall include the plural and vice versa and the masculine gender shall include the feminine and vice versa.

### **3. HEADQUARTERS AND AREA OF JURISDICTION**

3.1 The office of the Secretary, wherever situated, will be the Headquarters of the Club.

3.2 The geographical area of jurisdiction of the Club shall be the Republic of South Africa.

### **4. AIMS AND OBJECTIVES**

The aims and objectives of the Club are:

- 4.1 To encourage, direct, develop, promote, organise and administer (as may be applicable within SABU structures) the specific interests of TR Shooting within the area of its jurisdiction. This aim includes, but is not limited to, the following functions:
  - 4.1.1 Obtain, analyse and collate information (including purely technical information), from members, national and international sources, that could assist TR members and teams to improve their performance in TR competitions, both individual and team.
  - 4.1.2 Obtain feedback from SA teams that have competed in high-level competitions, in particular lessons learnt in terms of strengths, weaknesses, opportunities and threats.
  - 4.1.3 Regularly (at least annually) disseminate the abovementioned analysed information and recommendations, where applicable, to SABU TR members and structures, including the officials of SA teams that will still compete in future high-level competitions, by means of suitable communications media that should reach the majority of such members and structures.
  - 4.1.4 In terms of the abovementioned information and any other relevant matters, cooperate with the SABU selection committee responsible for the selection of SABU and SA TR teams. (See also clause 9.9.)
  - 4.1.5 Cooperate with and support the SABU Development and Media Committee in its efforts to grow, develop and market the bisley shooting sport in general and the TR discipline in particular.
  - 4.1.6 Assist the relevant SABU structures with the organisation of SA TR Goodwill Team tours.
  - 4.1.7 Any other such functions that will support the aim as stated in the preamble to this clause and are approved by the Club's Management Committee and ratified at the Club's next AGM.
- 4.2 To support the upholding and enforcing of the rules as prescribed by our National Governing Body, the South African Bisley Union, in all SABU disciplines where TR members actively participate.
- 4.3 To promote sportmanship and fair play at all levels of, and responsible use of firearms, in pursuit of the aims of TR Shooting.
- 4.4 Raise, accumulate and invest Club money in such a manner as may be deemed fit and proper.
- 4.5 Arrange social events, and establish relationships or affiliations with other bodies (shooting or otherwise), the latter subject to SABU approval.

- 4.6 Make awards to members as the Club deems appropriate.
- 4.7 Initiate disciplinary action against any of its members when it is deemed necessary, subject to the provisions of the SABU Constitution and Rules.

## **5. MEMBERSHIP AND AFFILIATION**

- 5.1 Membership of SABU and the Club is a compulsory requirement for participation in the management of the Club, or entry into any TR competition arranged by SABU, the Club, provincial associations and other clubs affiliated to SABU.
- 5.2 Although membership of the SABU TR Club is automatic in terms of the SABU Constitution (see clause 1.2 above), members may pay a voluntary membership fee or donation to the Club (see clause 7.1 below).

## **6. RIGHTS AND PRIVILEGES**

- 6.1 The support of the Club, where reasonable, in matters connected with TR Shooting.
- 6.2 Individual members shall be eligible for selection in TR teams representative of SABU or South Africa, subject to any limitations imposed by the SABU Constitution, Rules and Regulations.
- 6.3 Individual members who are awarded colours by the Club (if any), SABU or an appropriate higher sports authority, are allowed to acquire and wear those colours.
- 6.4 Individual members may attend, speak and vote at the AGM of the Club.
- 6.5 All members may participate in all the events organised by SABU and the Club, subject to the rules and entry fees of each event.
- 6.6 Regular receipt of information from the Club (see clause 4.1.3).

## **7 MEMBERSHIP FEES**

- 7.1 Members may pay a voluntary membership fee, for which the AGM will set an annual guideline, and/or donation to the Club.
- 7.2 Such membership fees are payable directly after the AGM, or by deposit into the Club's bank account (if any) as soon as possible after the AGM date.
- 7.3 Due to the voluntary nature of the membership fee and donations, the Committee may (but is not restricted to) in its expenditure decisions give priority to members contributing to the finances of the Club in this way and/or through fundraising.

## **8 MANAGEMENT**

- 8.1 Subject to the provisions of this constitution, the governing of the Club shall be vested in the TR Club Management Committee comprising of the provincial TR representatives in the SABU Council (nine (9) at the time of approval of this constitution), from whose ranks the following office bearers will be elected at the AGM:
  - 8.1.1 The Chairman of the Club
  - 8.1.2 The Vice-Chairman of the Club

### 8.1.3 The Secretary/Treasurer

Note: The offices of Secretary and Treasurer will usually be combined and filled by one person, but may be separated by the Committee for a next term of office depending on the availability of suitable candidates. Should there, in the sole discretion of the Management Committee, be no suitable candidate available from within its ranks for the position of Treasurer, or the members' other commitments mitigate against any of them taking up this position, the Management Committee may co-opt a suitable person from outside their ranks, provided that such a co-opted Treasurer will have a voice but not a vote in committee meetings.

8.1.4 In addition to the abovementioned members, the SABU Veterans Club may nominate, for such period as it deems fit but not less than one (1) year at a time, a representative in the Management Committee. Such representative may be one of the abovementioned members of the Management Committee if a veteran. If not one of the nine abovementioned members, such representative will have a voice on all matters, but a vote only on matters (in the sole discretion of the Chairman) affecting SABU veterans directly.

8.1.5 The Management Committee may also co-opt further additional members for the handling of specific tasks or projects, subject to clause 8.4.3.

8.2 Nominations for the office bearers of the Management Committee as defined in clause 8.1 above:

8.2.1 Nominations for these positions must reach the Secretary of the Club before or on 1 March or alternatively, may be submitted from the floor at the AGM.

8.2.2 A candidate for election, appointment or co-option to the Management Committee must be a member in good standing of SABU.

8.2.3 Every office bearer candidate must be nominated and seconded by members of the Club in good standing.

8.2.4 The candidate must signify in writing, before or on the same date as the closing of nominations, or verbally at the AGM, that he accepts the nomination.

8.2.5 Subject to clause 8.4.1, a retiring elected office bearer of the Management Committee will be an automatic candidate for re-election for the same position unless he signifies to the Secretary in writing, or verbally at the AGM, that he is not available.

8.3 Election of the Management Committee's office bearers:

8.3.1 At the AGM of the Club, the members in good standing and who are thus qualified to vote, will elect the office bearers of the Management Committee as defined in clause 8.1 above out of the nominations received for those positions.

8.3.2 The Management Committee's office bearers must be selected by an absolute majority of the votes cast and the members can vote by show of hands or by ballot papers.

8.3.3 In case of an equal vote, the outgoing Chairman will have a casting vote.

8.3.4 If the outgoing Chairman is a candidate for a particular position, the acting Chairman at the time the vote for that position is conducted will have a casting vote.

8.3.5 The Chairman of the Club will represent the Club on the SABU Council.

8.4 The terms of office are as follows:

- 8.4.1 The primary members of the Management Committee, being the provincial TR representatives in the SABU Council, will hold office for as long as they are such representatives and automatically be replaced by their provincial successors in those positions, provided that if the outgoing member is still completing a task or project for the Club, he may be co-opted to the Management Committee in terms of clauses 8.1.5 and 8.4.3.
- 8.4.2 Elected Management Committee office bearers will hold office for 2 (TWO) years, unless such person ceases to be a committee member in terms of clause 8.4.1, in which case the office bearer vacancy in the Management Committee will, if needs be for the effective functioning of the Committee, be filled by means of a by-election conducted by the Management Committee itself from within its own ranks of primary members, for the remaining term of office. Such by-election shall be by an absolute majority of the votes cast within the Management Committee.
- 8.4.3 Members who have been appointed or co-opted to serve as further additional members on the Management Committee, will hold office for 1 (ONE) year or for such period as indicated when he was appointed or co-opted.

## **9 POWERS AND RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE**

The Management Committee shall:

- 9.1 Carry out the day to day work of the Club and take actions necessary for the attainment of its objectives.
- 9.2 Ensure financial transactions are authorised by (at least) any two of the Secretary/Treasurer, the Chairman or Vice-Chairman, and in addition, as may be required by the financial institution where the Club's account(s) is/are kept.
- 9.3 Appoint patrons, office bearers, officials and honorary members to the Club.
- 9.4 Be empowered to initiate, via the relevant SABU channels, disciplinary action (including recommending disqualification from the activities of the Club) against members who contravene the rules of or act in a manner which brings the Club and/or SABU into disrepute. All such actions will be subject to the provisions of the SABU Constitution and Rules, and final approval by the SABU Disciplinary Committee.
- 9.5 Be empowered to appoint and/or dissolve sub-committees; which will organise, conduct and manage activities and/or events that may be necessary for the Club to attain its objectives. Such sub-committees are subject to and bound by the provisions of this constitution.
- 9.6 Be empowered to recommend the representative of SABU on the TR Committee of ICFRA, subject to the approval of the SABU Executive Committee and Council.
- 9.7 Approve and authorise all specific SABU TR Club Shooting events , e.g. Club fundraising events, which are conducted in the furtherance of the aims and objectives of the Club, subject to the approval of the SABU Executive Committee or Council if required. No member (Individual or Club) may organise such an event in the name of the Club without prior approval and consent of the Management Committee and such SABU structures as may be applicable.

- 9.8 Approve and authorise all tours undertaken in the name of the Club, subject to the approval of the SABU Council if required. No Member (Individual or Club) may organise or arrange such a tour in the name of the Club without the prior approval and consent of the Management Committee and such SABU structures as may be applicable.
- 9.9 For the selection of SABU or SA TR Teams, the Management Committee will cooperate with and may make general and advisory recommendations to the SABU selection processes and structures as decided on by the SABU Council. Should there be a specific SABU TR Selection Committee, the Club will, after following a democratic, transparent and promulgated nomination process, nominate a person or short list of persons via the SABU Executive Committee to the SABU Council for the approval of a Chairman of such TR Selection Committee, for such term of office as the Council may determine. Such approved Chairman will also be deemed as sufficient representation of the Club in such TR Selection Committee. The Management Committee will have full discretion in the selection of any purely SABU TR Club teams.
- 9.10 Arrange for the design of, approve the design of and arrange for the acquisition of all badges, medals, flags or any insignia and clothing for or in the name of the Club. No member may design, approve the design or acquire such badges, medals, clothing, ect. without the prior approval of the Managing Committee.
- 9.11 Be empowered to recommend, to the relevant SABU structures, inclusive of the SABU Constitution and Rules Committee, rules and regulations, or amendments thereof, for the conduct of the sport of Bisley shooting in general and TR Shooting in particular.

## **10 MEETINGS**

- 10.1 The Management Committee will meet as frequently as it considers necessary to effectively conduct and manage the affairs and business of the Club. The committee may also meet by electronic means if necessary, e.g. Skype or similar, or by e-mail correspondence.
- 10.2 The Chairman or Secretary shall call all meetings, but other Management Committee members may request meetings.
- 10.3 The Annual General Meeting of members of the Club will be held during the annual SA Open Championships.
- 10.4.1 A Special General Meeting will be called within 3 (THREE) months of receipt of a written request for such a meeting, signed by not less than 10 (TEN) members in good standing and eligible to vote, or by decision of the Management Committee of the Club. The notice convening the meeting shall specify the purpose for which the Special General Meeting is called and it shall not be competent to discuss any other business at such meeting. Members present shall form the quorum at any Special General Meeting.
- 10.4.2 In all of the above cases, the Secretary will advise all members concerned of the date, time and venue at least 21 (TWENTY ONE) days prior to the meeting.
- 10.5 Voting:



- 10.5.1 Voting shall normally be by show of hands. Under certain circumstances it may be desirable to vote by secret ballot; this will therefore be allowed on request. Except in those instances where it is specifically stated otherwise in this constitution, decisions will be reached on a simple majority basis. The Chairman will have a casting as well as a deliberative vote. This process is applicable to all meetings of the Club.
- 10.5.2 No voting by proxy will be allowed.
- 10.6 The Secretary, or some other appointed person, will prepare proper minutes of all meetings and maintain an official minute-book or file (which may be in an electronic, but backed-up, format). Confirmation of the minutes of the previous meeting and "matters arising" will be early agenda items for all meetings other than Special General Meetings.
- 10.7 A meeting quorum will comprise:
- 10.7.1 Annual General Meetings: Members present shall form a quorum at any Annual General Meeting;
- 10.7.2 Management Committee Meetings: 5 (FIVE) of the members of the Management Committee shall form a quorum at Management Committee meetings. If a quorum is not present within 20 minutes of the time fixed for the meeting, the meeting shall be adjourned to the same day, place and time in the next week, and those members then present shall constitute a quorum and may transact the business for which the meeting was called.

## **11 ACCOUNTS AND INTERNAL CONTROLS**

- 11.1 The Club's financial year will be from 1<sup>st</sup> of March to 28<sup>th</sup>/29<sup>th</sup> of February.
- 11.1.1 The Management Committee (Treasurer) will keep a proper set of books, suitable to a body of this nature (which may be in an electronic, but backed-up, format).
- 11.2 The Management Committee may also implement the use of electronic banking methods, such as Internet banking, subject to such internal control measures as may be approved by the Management Committee.
- 11.3 Policy decisions regarding the nature of investment/s of the accumulated funds of the Club will be taken by the Management Committee.
- 11.4 A financial report, suitable to a body of this nature and checked by the internal auditor/controller (see clauses 2.2 and 11.6), shall be submitted to the Management Committee, at the meeting immediately prior the Annual General Meeting, for approval, or approved by electronic circulation.
- 11.5 The approved financial report will be distributed (made available) to all members that can be contacted by e-mail or other suitable means prior the Annual General Meeting.
- 11.6 The Management Committee may annually nominate a suitable internal auditor/controller to be approved by the Annual General Meeting, and who may also (but does not have to be) a member of the Management Committee.

## **12 AMENDMENT OF THE CONSTITUTION**

- 12.1 Any amendment to the Constitution will require a two-thirds majority vote at a General Meeting of Members.

- 12.2 A special resolution to amend or add to the Constitution may be presented by a member of the Management Committee, or by at least 50% (fifty percent) of Club members with voting rights. Under normal circumstances, the Management Committee will consider the proposal at its next meeting and append to it any comments or changes proposed by the Management Committee, for circulation to all of its members before the next Annual General Meeting.
- 12.3 The Management Committee is empowered to decide whether the matter is urgent enough to call a Special General Meeting to consider the proposal. In such a case, the Management Committee will append its comments to the proposal in the meeting notification sent to the members.
- 12.4 The resolution will be tabled at the General Meeting for consideration, with or without modification. Only modifications which in the opinion of the Meeting Chairperson are consistent with the general theme of the original proposal as circulated to members will be considered.
- 12.5 Dependant upon the sensitivity of the issue and the feelings of the members present, the Meeting Chairperson will decide whether voting should be by show of hands or secret ballot. If by ballot, the Chairperson will appoint a person or persons present to collect the voting papers and count the votes.
- 12.6 The amendment contained in the special resolution, or as modified by the Meeting, will be deemed carried if at least two-thirds of the members who vote at the Meeting are in favour thereof.

### **13. DISPUTE RESOLUTION**

- 13.1 Any serious disputes arising within the Club between any combination of members, the Management Committee or any of its structures, shall in the first instance be resolved within the normal hierarchical structures of the Club. The protocol will remain that these matters will ideally be resolved within the Club and should only be referred to any outside party by the Management Committee.
- 13.2 Where the above is impossible, the dispute shall be referred to the SABU Executive Committee for resolution through mediation or expedited arbitration in terms of the Rules and Procedures for the Resolution of Disputes in Sport as set out in the SABU Rules or other applicable document, prevailing at the time such dispute is so referred. In the event of arbitration in terms of the foregoing, such resolution shall be final and binding on the parties to the dispute.
- 13.4 In the event of an Application for appeal to any authority above SABU, such resolution shall be final and binding on the parties to the dispute.

### **14. DISCIPLINARY PROCEDURE**

- 14.1 Any member who contravenes any of the terms of this constitution, or SABU's constitution, rules and regulations, or who refuses or wrongfully and without valid excuse, fails to implement or obey any valid decision of the Management Committee of the Club or a lawful instruction of the Chairman of the Club may be charged with misconduct and dealt with in terms of the provisions of the SABU Constitution and Rules and disciplinary processes.
- 14.2 It shall be the obligation of the Club to initiate appropriate disciplinary action against any of its individual members who contravenes any applicable code of conduct, rule or by-law or commits a serious act which brings our sport and/or sports people into disrepute.

**15. DISSOLUTION OR WINDING UP**

- 15.1 In the event of dissolution or winding up of the Club, any remaining assets, after satisfaction of all liabilities, will be donated to SABU or any other Association/s and/or Organisation/s having objects similar to that of the Club.
- 15.2 This decision will require a two-thirds majority at a General Meeting of members.

This initial Constitution was adopted by the SABU TR Club steering committee, recommended by the SABU Executive Committee and approved by the SABU Council on 12 October 2019.

SIGNED AND APPROVED

(Original hard copy signed by:)

*GJP Burger*

*JB de Beer*

\_\_\_\_\_  
CHAIRMAN OF THE STEERING COMMITTEE

\_\_\_\_\_  
CHAIRMAN: SABU