

CAPE WINELANDS



FLY FISHING

THE CONSTITUTION OF THE CAPE WINELANDS FLY FISHING ASSOCIATION

1. NAME

The Name of the Association shall be “The Cape Winelands Fly Fishing Association”, and abbreviated to “CWFFA.”

2. HEADQUARTERS AND POSTAL ADDRESS

The headquarters and postal address will be the same as that of the Association Chairman 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 Cape Winelands Region 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 Cape Winelands through development programmes and Angling Clinics and to promote fly fishing in general.
- 3.4 To compile and maintain an accurate list of record catches made in accordance with the rules and regulations of the CWFFA and to issue record certificates and other forms of recognition for such catches in the Cape Winelands.
- 3.5 To promote and encourage Conservation and to promote Eco-tourism by inviting inter-provincial teams to compete in fly fishing competitions.
- 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 South African”SASCOC”, South African Angling and Casting Confederation, South African ...”SAFALFA”, South African ... Fly Fishing Association “SAFFA”, 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 aims.
- 3.9 To design, adopt, register and issue (subject to approved selection criteria) any badges or uniforms for use by representatives, as may be determined from time to time
- 3.10 To promote the development of the sport to all citizens of the Cape Winelands Region including the previously disadvantaged and paraplegic, irrespective of political or religious creed, colour, race or gender.

4. MEMBERSHIP CRITERIA

- 4.1 The CWFFA shall be open for membership to residents of the Cape Winelands Region.
- 4.2 Applications for membership will be considered on merit and the CWFFA reserves the right to accept or refuse membership without furnishing any reasons.
- 4.3 All members are to furnish the association's Secretary with ID numbers and physical addresses for registration with SARFFA. Members must also furnish the Secretary with e-mail addresses which will be used for all notifications and correspondence from the CWFFA to members.

5. MEMBERSHIP FEES AND LEVIES

- 5.1 The annual general meeting "AGM" shall determine for the ensuing year:
 - 5.1.1 A per capita fee for each registered individual member of the CWFFA.
- 5.2 Membership fees are payable on or before the last day of February each year.
- 5.3 Any member who fails to timeously pay the fees as stipulated in clause 4.2 will forfeit his/her right to vote at the AGM or any other general meeting and such a member will not be able to lay claim to the rights and privileges of membership of the CWFFA.
- 5.4 Any member which is in arrears with the payment of his/her membership fees, or any other fees and levies and fails to pay within thirty days of the date of the posting, of a notice to such member requesting payment of the outstanding amount, by pre-paid registered mail shall in addition to any other penalties imposed in terms of the constitution, be liable to have his/her membership of the CWFFA suspended or cancelled as the CWFFA may deem fit.

6. OFFICE BEARERS

- 6.1 The following office bearers, which shall make up the executive committee of the CWFFA, shall be elected at each AGM:
 - 6.1.1 Chairman
 - 6.1.2 Secretary
 - 6.1.3 Treasurer
 - 6.1.4 Records Officer
 - 6.1.5 Marketing and Media Officer
- 6.2 Retiring office bearers will be eligible for re-election.
- 6.3 The CWFFA shall subject to a decision by the members, in the case of its Junior members, elect office bearers to serve the interests of the Junior members.
- 6.4 All elected office bearers shall bear the same responsibility towards the members and the CWFFA.

7. DUTIES OF OFFICE BEARERS

7.1 Chairman;

The Chairman will:-

- 7.1.1 Preside at all general and executive committee meetings.
- 7.1.2 Have a deliberative, as well as a casting vote at all executive committee meetings.
- 7.1.3 Present an annual report to the AGM.
- 7.1.4 Together with the Secretary keep members fully informed on all CWFFA matters.
- 7.1.5 Attend meetings of SARFFA

7.2 Secretary:

- 7.2.1 The Secretary will keep minutes of the proceedings at all general and executive committee meetings.
- 7.2.2 Keep and maintain the books and records of the CWFFA.
- 7.2.3 Do all the clerical work of the CWFFA.
- 7.2.4 Have a deliberative vote at all committee meetings.
- 7.2.5 Distribute the minutes of all meetings within twenty days of the meeting.

7.3 Treasurer:

The Treasurer will:-

- 7.3.1 Be responsible for the collection of and due administration of all monies and funds of the CWFFA.
- 7.3.2 Present a detailed report of the income, expenditure and investments of the CWFFA at each AGM.
- 7.3.3 Draw up in co-operation with the auditor and annual balance sheet, income and expenditure meeting.
- 7.3.4 Have a deliberative vote at all committee meetings.

7.4 Records Officer:

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

7.5 Marketing and Media Officer:

- 7.5.1 Prepare and maintain communication and stakeholder plan.
- 7.5.2 Implement and manage the communication and stakeholder plan within the Region and nationally.
- 7.5.3 Facilitate communication and stakeholder plan within the Region.

8. COMMITTEE DUTIES AND GUIDELINES

- 8.1 Nominations for elections to the executive committee must be made in writing in the form prescribed to the Secretary forty five days before the AGM. Office bearers will be elected annually at the AGM by representatives of the members.
- 8.2 The executive committee shall hold in trust all assets and property of the CWFFA.
- 8.3 Fix dates and places of general meetings and meetings of the executive committee.
- 8.4 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.
- 8.5 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.
- 8.6 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 CWFFA, as it may appear to it to be just and proper.
- 8.7 The executive committee will have the power to:
 - 8.7.1 Appoint a sub-committee for any special object and delegate to such sub-committee the functions and powers of the executive committee including but not limited to, the appointment of a selection committee to select members to represent the CWFFA in Provincial, National and International competitions. To this end a selection criteria is to be established founded on the principles of merit and the best interests of the CWFFA and the sport of fly fishing.
 - 8.7.2 Fill any vacancy which may occur on the committee including ex-official members of the committee.
- 8.8 The decision of the committee shall be final and binding and it shall not be obliged to give reasons for its decisions.
- 8.9 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.

9. ANNUAL GENERAL MEETINGS

- 9.1 An AGM shall be convened by the executive committee and shall be held not later than the last day of May each year.
- 9.2 The Secretary shall give at least sixty days notice of such meetings to all members and office bearers.
- 9.3 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.
- 9.4 All members of the CWFFA are entitled to attend the AGM. He/she shall have the right to speech and vote.
- 9.5 Representation:
 - 9.5.1 Each member may propose or second any motion.
 - 9.5.2 Any member unable to attend may appoint, in writing, another member to represent him/her as his/her delegate save and except that no individual member may act as proxy for more than one member.
- 9.6 Voting Rights:
 - 9.6.1 Each member shall have one vote.
 - 9.6.1.1 The Chairman shall have the casting vote.

10. QUORUM

10.1 At any general meeting of the CWFFA delegates representing thirty percent or more of the members shall form a quorum. Should a quorum not be reached the meeting is re-assigned ordinary status and any discussions will be shared in writing with the members for comment, within twenty days of the meeting. Members should comment in writing, addressed to the Secretary, within fourteen days of the twenty days referred to above. Should no comment be received by the Secretary by the due date, the discussion will be taken as binding on CWFFA and its members.

11. BUSINESS

11.1 The business to be conducted at the AGM shall include the following:

To receive and adopt:

- 11.1.1 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.
- 11.1.2 The financial statements.
- 11.1.3 Determine the fees and levies for the ensuing year based on the proposals submitted by the executive committee.
- 11.1.4 Any amendments to the constitution.
- 11.1.5 Any rule changes to competitive fly-fishing.
- 11.1.6 To elect the following officers and committee:
 - 11.1.6.1 Chairman,
 - 11.1.6.2 Secretary,
 - 11.1.6.3 Treasurer,
 - 11.1.6.4 Records Officer,
 - 11.1.6.5 Marketing and Media Officer.

12. SPECIAL GENERAL MEETING

12.1A Special General Meeting "SGM" 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 10% of the members, such requisition to be in writing and to clearly set out the object or objects of the meeting.

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

13. FINANCE

13.1 All monies belonging to the CWFFA shall be either banked to the credit of the CWFFA with its bankers or invested in accordance with the resolution of a general meeting or executive meeting.

13.2 All payments made by the CWFFA shall be made by cheque bearing at least two signatures of persons nominated by the executive committee.

13.3 Books and accounts shall be kept reflecting all transactions of the CWFFA and a balance sheet and income statement shall be prepared, audited and presented at the AGM.

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. AMENDMENTS TO CONSTITUTION

15.1 No alteration, amendment or addition to this Constitution may be made except at an AGM or at a SGM called for that purpose.

15.2 No such alteration, amendment or addition shall be adopted unless carried by a majority vote of those present and entitled to vote at such meeting.

16. DISSOLUTION CLAUSE

16.1 The CWFFA may be dissolved if members representing at least two thirds of the total voting rights of all members are in favour thereof at a SGM which has specifically been convened for that purpose.

16.2 On dissolution the assets of the CWFFA shall not be payable to or devisable amongst the members of the CWFFA, 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.

A handwritten signature in black ink, appearing to be 'L. de Jager', written over a horizontal line. The signature is stylized and somewhat abstract.

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Chairman: L.de Jager

A handwritten signature in black ink, appearing to be 'M. Meyer', written in a cursive style.

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Secretary: M. Meyer