

**RINGBALL
SOUTH AFRICA
MASTERS ASSOCIATION**



CONSTITUTION

INDEX - CONSTITUTION

1.	NAME	2
2.	AIM	2
3.	MEMBERSHIP	2
	3.1. General membership	2
	3.2. Honorary membership	2
4.	POWER	2
5.	INDEMNITY	3
6.	RINGBALLSA MASTER MEETINGS	3
	6.1 Composition of the general meetings	3
	6.2 General meetings	4
	6.3 Special general meetings	4
	6.4 Notification of meetings	4
	6.5 Duties of the general meeting	4
	6.6 Chairperson of the meetings	5
	6.7 Quorum	5
	6.8 Voting at meetings	5
	6.9 Written resolutions	6
7.	EXECUTIVE COMMITTEE	5
	7.1 Composition and classification	5
	7.2 Activities and duties	6
	7.3 Masters Management Committee (MANCO)	7
8.	PATRONS	7
9.	COLOURS AND EMBLEMS	7
	9.1 Colours	7
	9.2 Emblems	8
10.	SELECTION COMMITTEES	8
11.	ASSOCIATION	8
12.	COMMITTEES	8
13.	CODE OF CONDUCT	8
14.	DISCIPLINARY ACTION AND APPEAL PROCEDURES	8
15.	APPEALS BOARD	
	15.1 Composition	9
	15.2 Activities	9
16.	GENERAL MATTERS	9
	16.1 Regulations	9
	16.2 Dissolution	9
	16.3 Amendments to the constitution	9

1. NAME

The name of the body is **Ringball South Africa Masters Association**, hereafter named Ringball SA Masters Association (RSA MA)

2. AIM

The aims of the association are:

- 2.1 To affiliate with acknowledged national and international controlling bodies.
- 2.2 To promote and develop ringball as a sport among all races in South Africa and abroad.
- 2.3 To guard and advance, as a matter of priority, the interests of the ringball masters players.
- 2.4 To obtain and apply funds for the advancement of the association.
- 2.5 To ensure that no discrimination on the grounds of colour, gender, religion or political association takes place in ringball.
- 2.6 To maintain uniformity of the RingballSA playing and competition rules.

3. MEMBERSHIP

3.1 General membership

3.1.1 Membership of RingballSA Masters Association may be obtained by the following ways of affiliation:

3.1.1.1 All ringball provincial Associations.

3.1.1.2 District Master Associations.

3.1.1.3 Membership, other than honorary membership, is obtained upon application to and approval by, the executive committee. Notice of such approval is given at the next general meeting. The documentation prescribed in the regulations must accompany the application as well as payment of the prescribed affiliation fees. Associations are exempted from affiliation fees.

3.1.2 In the case of an unsuccessful application, money must be refunded and the applicant may reapply after a period of six months from the date of membership refusal.

3.1.3 Provincial masters association that apply for affiliation should have an approved constitution and a management that was elected accordingly.

3.1.4 Persons with outstanding financial obligations towards the Ringball Masters Association may in no way be involved with any body controlled by the Ringball SA Masters Association.

3.2 Honorary membership

3.2.1 Honorary membership is awarded by the executive committee upon the recommendation of affiliated provincial federations.

3.2.2 Honorary members are entitled to the privileges as determined by the executive committee.

3.2.3 The executive committee may terminate honorary membership for reasons which, in the judgement of the executive committee, may harm the sport ringball or any of the aims or activities of RingballSA.

4. POWERS

All RingballSA Masters matters are co-ordinated and administered by the executive committee who in turn reports to the RingballSA Executive Committee.

In order to enhance the aims of the RingballSA Masters Association, the executive committee is empowered to do the following:

- 4.1 To appoint representatives or delegates in accordance with the requirements of such bodies as referred to in section 2.1.
- 4.2 To enforce the playing rules as laid down by the RingballSA.
- 4.3 To improve and modify the rules and regulations implemented to co-ordinate and administrate ringball, subject to approval by the general meeting.
- 4.4 To formulate, control and modify the format of the different masters competitions.
- 4.5 To approve, organise and determine conditions for national tours.
- 4.6 To implement fundraising schemes or impose entrance fees to raise funds.
- 4.7 To act in accordance with section 16 of the regulations regarding disciplinary matters.
- 4.8 To hear appeals against rulings of its members, with the exception of suspensions and disputes involving executive committee members, which are directly referred to the appeals board.
- 4.9 To institute and establish development programmes.
- 4.10 To release members of selection committees, associations, compiled committees and team managers of their duties for any misconduct, action or neglect that may harm the aims of RingballSA Masters Association.

5. INDEMNITY

- 5.1 RingballSA Masters Association shall function under the law of the South African judicial system.
- 5.2 Every executive committee member of the RingballSA Masters Association shall be indemnified by RingballSA against all costs, losses and expenses which he/she may incur or become liable for by virtue of any reason or any act or omission in the discharge of his duties, unless the loss in question is caused by his/her own gross negligence, dishonesty or bad faith.
- 5.3 Executive committee members of the RingballSA Masters Association shall be indemnified by RingballSA against pecuniary loss sustained by reason of legal proceedings, arising from whatsoever cause, instituted against the RingballSA Masters Association or against such executive committee member in his representative capacity, provided that the indemnity conveyed herein shall not extend to private personal acts of such executive committee member outside the cause and scope of these duties.

6. RINGBALLSA MASTERS ASSOCIATION MEETINGS

6.1 Composition of the General meetings

- 6.1.1 The General meeting of the RingballSA Masters Association shall consists of the following members each with a vote after complying with the clauses as set out in the regulations.
- 6.1.2 Chairperson, who is not deemed to be connected to a province of district.
- 6.1.3 One representatives from the masters association of each affiliated federation.
- 6.1.4 Three representative from each affiliated district's masters associations as determined in section 3.1 of this constitution.
- 6.1.5 Representatives must present letters of credence, duly signed by an authorised person, to the secretary prior to the commencement of the meeting.
- 6.1.6 All representatives with voting powers must be registered with their provincial federation.
- 6.1.7 The general meeting is the highest authority.

6.2 General meetings

- 6.2.1 A general meeting will be held before 30 September annually.
- 6.2.2 The date, time and venue of each general meeting is determined by the executive committee and it is the duty of the secretary to convey this in writing to all the members at least 14 days prior to the event.
- 6.2.3 Members of the RingballSA Masters Association must inform the secretary within 28 days prior to the meeting of all points for discussion and the secretary must notify each member of such matters 14 days prior to the meeting.
- 6.2.4 The agenda for the upcoming general meeting shall be circulated to all provincial federations, associations and executive committee members 14 days prior to the meeting.
- 6.2.5 The annual reports of the masters association of all provincial federations and districts must be submitted to the RingballSA Masters Association at least 28 days before the meeting.

6.3 Special general meetings

- 6.3.1 Special general meetings must be convened by the executive committee in the event of:
 - 6.3.1.1 A written request by $\frac{1}{3}$ (one-third) of the executive committee.
 - 6.3.1.2 A written request by at least $\frac{1}{3}$ (one-third) of the affiliated provincial federations or districts' masters associations.
- 6.3.2 Such request must state the reason as well as the matter to be presented to the special general meeting and must be submitted within 21 days after the occurrence or incident.
- 6.3.3 The requested meeting must be convened within 21 days after receipt of the written request.
- 6.3.4 Notification of the aim of the special general meeting must be given by the secretary to all the members of RingballSA masters at least 14 days prior to the meeting stipulating the time, date and venue.
- 6.3.5 No matter, other than that requested, may be dealt with at the special general meeting.

6.4 Notification of meetings

- 6.4.1 Apart from the requirements contained herein, the notification must also contain the time, date and venue of the meeting.
- 6.4.2 In the case of a mid-year general meeting the notification must include:
 - 6.4.2.1 Agenda.
 - 6.4.2.2 Minutes of previous annual general and special general meetings.
 - 6.4.2.3 List of discussion points.
- 6.4.3 In the case of general meeting the notification must include:
 - 6.4.3.1 Agenda.
 - 6.4.3.2 Minutes of previous general and any special general meetings.
 - 6.4.3.3 Annual report.
 - 6.4.3.4 List of points for discussion.
- 6.4.4 Notification must be given to the executive committee, provincial federations' and districts' masters associations affiliated with the RingballSA Masters Association in the manner prescribed by the constitution.

6.5 Duties of the general meeting

- The duties of the general meeting are the following:
 - 6.5.1 To discuss and approve the minutes of the previous general meeting and any special general meeting.

- 6.5.2 To receive, consider and approve the annual report of the executive committee.
- 6.5.3 To settle all matters for which notification was given.
- 6.5.4 To settle all urgent matters for which the complete meeting is required and has the authority to deal with.
- 6.5.5 To elect members of the executive committee and patrons.

6.6 Chairperson of the meeting

- 6.6.1 The chairperson of the executive committee, and in his absence the vice-chairperson, shall act as chairperson at all general and committee meetings. In the event of the chairperson resigning, the vice-chairperson will assume the position automatically. If the vice-chairperson does not want to take over the position, he has to resign from the committee.
- 6.6.2 In the event of no chairperson being present, or if the chairperson is not present after 15 minutes of the time indicated in the notification, the members present shall nominate a chairperson from amongst them.

6.7 Quorum

- 6.7.1 A quorum for all general and special general meetings shall consist of the half+plus-one (50%+1) of the representatives of the affiliated provincial federations and associations who must be present in person and shall apply for the duration of the meeting.
- 6.7.2 A quorum at an executive committee meeting shall be the half plus one of the members who must all be present in person.
- 6.7.3 In the event of no quorum being present after half an hour of the indicated time as per the notification, the meeting will adjourn and notification will be served on all parties concerned for the establishment of a new meeting not sooner than seven days and not later than 14 days after the adjourned meeting. In the event of no quorum being present at the newly convened meeting after a half hour after the scheduled time the members then present shall form a quorum or the meeting shall be cancelled. In the case of a special general meeting the meeting is cancelled.

6.8 Voting at meetings

- 6.8.1 All proposals or nominations must be seconded by a representative of another provincial federation's or affiliated district's masters association.
- 6.8.2 At general meetings voting is done by a show of hands, except if the chairperson rules, or a voting member demands that voting be done by ballot paper. Voting for persons is done by ballot paper.
- 6.8.3 An announcement by the chairperson of the result of the voting by a show of hands and the record in the minutes of such result is enough proof of the result of the vote.
- 6.8.4 In the event of the vote by ballot paper, the chairperson shall appoint ballot recorders and their count announced by the chairperson, shall be the result of the vote. The ballot papers shall be open for inspection by all eligible voters.
- 6.8.5 A normal majority is required when voting is done for the election of a person or persons.
- 6.8.6 All decisions reached by normal majority are binding unless otherwise specifically stated in the constitution.
- 6.8.7 In the event of an equal vote at any meeting, be it by the show of hands or ballot paper, the chairperson of the meeting shall have the casting vote.
- 6.8.8 Only those persons entitled to vote that are present, may vote.

6.9 Written resolutions

A resolution in writing and duly signed by all the members entitled to notification of a general meeting and who have the vote, is just as binding and effective as if the decision was taken at a general meeting called and held.

7. EXECUTIVE COMMITTEE (EC)

7.1 Composition and classification

7.1.1 The executive committee is elected for a four year term of office according to the prescribe rotational schedule and shall consist of the following members.

7.1.1.1 A chairperson, who is excluded from the quota for any provincial federation.

7.1.1.2 A vice-chairperson.

7.1.1.3 A secretary.

7.1.1.4 Additional members.

7.1.1.4.1 Referees.

7.1.1.4.2 Players.

7.1.1.4.3 Coaches.

7.1.1.4.4 Development.

7.2 A maximum of two persons from a district may serve on the executive committee.

7.3 The candidature of persons, including the chairperson nominated for the executive committee must have the support of their own district and at least one other affiliated district or association.

7.4 No member of the executive committee shall be entitled to serve in the same position for a period exceeding two terms of four years each continuously, after which he/she has to serve for at least one term in another portfolio before being entitled to be re-elected to that specific position.

7.5 Activities and duties

The executive committee manages the RingballSA Masters Association.

7.5.1 The executive committee will meet at least four times per annum or at the request of the Chairperson or two members of the executive committee. Decisions at any meeting will be by majority vote. In the case of an equal vote the chairperson will have the casting vote.

7.5.2 The activities of the RingballSA Masters Association are executed by the executive committee who has the power to fulfil all duties not stipulated in the constitution as the task of the general meeting but to adhere to the stipulations of the constitution and such regulations prescribed by the general meeting.

7.5.3 The executive committee must record in the set books or electronically the names of the executive committee, committee members of the RingballSA Masters Association and committee members of the masters associations of provinces and districts as well as decisions and actions taken at meetings of the RingballSA Masters Association and the executive committee.

7.5.4 The executive committee must ensure that all correspondence, report and documents are secured and kept in good order.

7.5.5 The Chairperson authorises the payment of travelling and accommodation costs and/or honoraria to any person who acted on instruction of the executive committee, after which it is submitted to the deputy vice-president of RingballSA for approval and payment.

- 7.5.6 The masters executive committee must report its actions and submit an annual report to the general meeting for its approval.
- 7.5.7 The masters executive committee will co-opt vacancies on the executive committee which may arise during the course of its term of office as a result of written resignation or absence without pardon from two consecutive meetings, subject to approval by the general meeting. A special general meeting must be called in the event of less than a quorum of the original selected members remaining.
- 7.5.8 The executive committee must, where applicable, co-opt vacancies on the selection committees which may arise during their term.
- 7.5.9 The masters executive committee recommends to the general meeting on matters relating to special awards like honorary colours and sport merit awards
- 7.5.10 The masters executive committee appoints committees as required and determines their duties.
- 7.5.11 The masters executive committee annually appoints Team Managers for each RingballSA Masters team as set out in the Regulations, clause 6.2.
- 7.5.12 The masters executive committee approves Referees and Coaches who are appointed to represent the RingballSA Masters Association.
- 7.5.13 The masters executive committee must ensure that, if possible, one of its affiliated members attends the general meetings of the masters associations of each provincial federation. The masters association of provincial federations must ensure that one of its members attends the general meeting of its affiliated districts.

7.6 Masters Management Committee (MANCO)

- 7.6.1 The **MANCO** consists of the chairperson and **two members** of the **EC**, appointed by the **EC** at the first meeting after election.
- 7.6.2 The **MANCO** is empowered to make decisions and deal with **urgent matters**. The chairperson will report on this at the next **EC** meeting for approval.
- 7.6.3 Members of the immediate family may **NOT** be elected to the **MANCO**.

8. PATRONS

- 8.1 Patrons are appointed by the general meeting.
- 8.2 The duties of the patron are the following:
 - 8.2.1 To act as members of the appeal board.
 - 8.2.2 To act if general meeting resolutions are not executed, with a report to RingballSA executive committee.
 - 8.2.3 To act when the constitution and regulations are contravened, with a report to the RingballSA executive committee.
- 8.3 The board of patrons shall consist of a maximum of three members.
- 8.4 The service of a patron shall only be terminated by a general meeting.
- 8.5 The patrons shall not have the vote at any general meeting.

9. COLOURS AND EMBLEMS

9.1 Colours

- 9.1.1 The colours of the RingballSA masters shall be dark green, yellow and white.
- 9.1.2 The criteria for the awarding of colours are contained in the regulations.
- 9.1.3 Written authorisation for the purchase of colours must be given by the executive masters committee.

9.2 Emblems

The emblem of RingballSA shall be:

The insignia of Africa with a brown ringball ball and a protea inside the ball with green "laurel" leaves around it. The words "Ringball South Africa Masters Association" are placed around the emblem

- 9.3 The colours and emblem for the national team shall be as prescribed by the controlling body of sport in South Africa.

10. SELECTION COMMITTEES

- 10.1 Selection committees are elected for a two-year term of office at the general meeting.
- 10.2 A convenor for each selection committee is appointed by the masters executive committee.
- 10.3 The selection committees shall act under the authority of the masters executive committee. Preliminary teams as selected by the selection committee must be submitted to the masters executive committee one day prior to final approval and are subject to final approval by the RingballSA Masters executive committee.

11. ASSOCIATIONS

- 11.1 Associations, as formulated in clause 3, select their own committee and are responsible for their constitution. Such constitution may not be in conflict with the constitution of the RingballSA Masters Association. Constitutions of associations are subject to approval by the masters executive committee.
- 11.2 Associations must submit an annual report to the executive committee 28 days prior to the annual general meeting.

12. COMMITTEES

- 12.1 Committees are constituted in accordance to the regulations.
- 12.2 The committees shall be accountable to and regularly report to the executive committee on their activities.

13. CODE OF CONDUCT

- 13.1 Members of the master association will at all times conduct themselves according to the rules and regulations as specified by the **RingballSA** and the **SASCOC** Code of conduct.
- 13.2 Failure to uphold the code of conduct as stated in section **14.1** will result in disciplinary action, and may result in the termination of membership of the master association.

14. DISCIPLINARY ACTION AND APPEAL PROCEDURES

- 14.1 The **EC** has the power to take disciplinary action against any misconduct of individual members or bodies under its authority, as explained in the **RingballSA Disciplinary Procedure and Guide**.
- 14.2 Disciplinary action and appeals will be conducted as prescribed in the **RingballSA Disciplinary Procedure and Guide**.

15. APPEALS BOARD

15.1 Composition

The composition of the appeal board shall be the following:

- 15.1.1 A chairperson to which both parties agree and who are selected from amongst the patrons.
- 15.1.2 Two members to which both parties agree and who are selected from amongst the patrons.
- 15.1.3 The two parties each appoint their own representative.
- 15.1.4 If no agreement can be reached between the two parties, regarding the selection of patrons, all the members of the board of patrons will serve on the appeal board. A chairperson will be appointed amongst themselves.

15.2 Activities

- 15.2.1 The appeal board must hear appeals against executive committee verdicts.
- 15.2.2 The verdict of the appeal board is binding and final.

16. GENERAL MATTERS

16.1 Regulations

- 16.1.1 The executive committee may issue, amend or recall regulations provided it is not in conflict with this constitution.
- 16.1.2 The issued or recalled regulations are legal and binding on all members until otherwise decided by a general meeting.

16.2 Dissolution

- 16.2.1 In the event of the masters association of an affiliated provincial federation or district deciding to cease operation or to dissolve, all assets such as trophies, money and books, must be handed over to the RingballSA Masters Association within 21 days. Members of the management of the masters association of provincial federations or districts committee shall individually or collectively be held responsible.
- 16.2.2 Such assets shall be kept in safe custody for a period of two years whereafter it becomes the property of the RingballSA Masters Association. In the case of such a dissolved masters association reforming after two years, it shall be left to the discretion of the executive committee to return such assets.

16.2.3 Amendments to the constitution

- 16.2.3.1 This constitution can only be amended at a general meeting or at a special general meeting called for the purpose.
- 16.2.3.2 Notice of any suggested change, recall or addition to the constitution must reach the secretary at least 21 days prior to the general meeting and the secretary must notify all the members of the general meeting of such change 14 days prior to the meeting.
- 16.2.3.3 In the event of any suggested change, recall or addition to the constitution which is to be made at a special general meeting; notification must be given to the secretary who in turn must convene such a meeting within 21 days after receipt of such notification.
- 16.2.3.4 A change, recall or addition to this constitution shall only be legal and binding if a two-third (2/3) majority of the entitled voters present so vote.