



Gillitts 2 Community Network

NPO#153-264

CONSTITUTION

CONSTITUTION

1. NAME

The organization hereby constituted will be called the "Gillitts 2 Community Network". The name is abbreviated by the use of the letters G2 (hereinafter referred to as the "Organization").

1.1 Body Corporate

The organization shall:

- a) Exist in its own right, separately from its members, continue to exist even when its membership changes and there are different office bearers;
- b) Be able to own property and other possessions;
- c) Be able to sue and be sued in its own name.

2. OBJECTIVES

2.1 The organization's main objectives are to:

- a) Nurture a sense of unity, dedication and good neighbourly relations amongst the residents and businesses of the area and their bona fide employees;
- b) Ensure that the committee, members, patrollers and the community work within the framework of the law;
- c) Serve as a watchdog for the community and law enforcement agencies in order to strive for a safe and secure environment;
- d) Provide a channel through which the community can play a meaningful role in crime prevention;
- e) The organization will operate primarily within the Gillitts, Kwa-Zulu Natal geographic area bounded by Roosevelt Road in the West, the M13 Highway in the North; Shinglewood/Firwood/Glenwood Roads in the East and the corner of Stockville Road and Sweetpea Lane in the South.

2.2 The organizations secondary objectives will be to:

- a) Create public awareness with regard to safety, crime prevention and protection of individuals and their property in the area;
- b) Unite a diverse residential community in creating a stable and crime-free environment;
- c) Encourage the community to work with G2 in close co-operation with the law enforcement agencies;
- d) Receive and hold funds from donations made and to utilize those funds for the benefit of the community in achieving the objectives as set out in this constitution;
- e) Liaise with the community in providing information so as to assist in the prevention of crime;
- f) Open and operate a banking account and to invest any of the monies of G2 not immediately required in such a manner as may be determined from time to time;
- g) Provide co-ordination, communication, education, training, support and/or resources to patrollers. Patrollers act in their own capacity as individuals and not as employees or agents of the organization.

3. MANAGEMENT COMMITTEE AND CONTROL

- a) Management and control of G2 is vested in a Management Committee, hereinafter referred to as "the committee" which committee shall have full power to take whatever steps it considers necessary in pursuance of the interests of the organization. The committee will be made up of not less than four (4) members. These members will be the office bearers of the organization.

[Handwritten signatures and initials]

Office bearers will serve for one year, and can stand for re-election for another term in office after that;

- b) The committee shall be elected by a show of hands from a list of nominations. All nominations must be in writing and tabled prior to the AGM;
- c) The committee shall elect a Vice Chairperson and a Treasurer from its members to serve until the next AGM;
- d) The committee shall appoint a Secretary on terms agreed on from time to time;
- e) A member may be elected to fulfil two or more of these functions if necessary;
- f) The committee may appoint a member or members to fill any vacancies on the committee which may occur during the year. Such appointments shall only be until the next AGM;
- g) The committee may co-opt members and/or appoint sub-committees of members for specific duties or to make specialist contributions for such period as the committee may decide. These members shall be called "Ordinary Members";
- h) All members of the organization have to abide by the decisions that are taken by the committee.

4. POWERS OF THE ORGANIZATION

- a) The committee may take on the power and authority that it believes it needs to be able to achieve the objectives that are stated in Point 2 "Objectives" of this constitution. All of its activities must abide by the law;
- b) The committee has the power and authority to raise funds or to invite and receive contributions;
- c) The committee has the power to buy, hire or exchange for any property that it needs to achieve its objectives;
- d) The committee has the power to make by-laws for proper management, including procedures for application, approval and termination of membership;
- e) The organization will decide on the powers and functions of office bearers.

5. CHAIRPERSON

- a) The chairperson is chosen annually by the members of G2, at the AGM;
- b) He/she will act as chair of all general meetings and special meetings. In his/her absence the vice chairperson will assume his/her duties;
- c) The chairperson is ipso facto a member of the committee and is also the chair thereof;
- d) The chairperson must manage and control all meetings and he/she must ensure that the rules and procedures are correctly carried out and that the conditions and terms of the constitution are adhered to;
- e) The chairperson has the right to remove a member of the committee, if the member misses three (3) consecutive meetings without adequate apology, or if his/her behavior is such as to bring disrepute on G2.

6. CHANGES TO THE CONSTITUTION

- a) The constitution can be changed by a Special Resolution;
- b) The resolution has to be agreed upon and passed by not less than two thirds of the members who are present at an Annual General Meeting or Special General Meeting;
- c) Members shall vote at this meeting to change the constitution;
- d) Two thirds of the members shall be present at the meeting ("the quorum") before a decision to change the constitution is taken;
- e) A written notice must go out not less than fourteen (14) days before an Annual General Meeting, and not less than twenty one (21) days in the case of a Special Meeting at which the changes to the constitution are going to be proposed;
- f) The notice must indicate the proposed changes to the constitution that will be discussed at the meeting.

A.H.P.
N. (2)

7. ANNUAL GENERAL MEETING

- a) An Annual General Meeting shall be held at least once in every year and within nine (9) months of the financial year end and all members are to agree to items to be discussed on the agenda;
- b) The business of the AGM shall be:
 - i. The consideration of accounts, balance sheets and reports of the Management Committee;
 - ii. The election of at least four (4) office bearers, one of whom shall be the Chairperson;
 - iii. Any changes to the constitution.
- c) Fourteen (14) days notice shall be served, specifying the place, time and date of the AGM;
- d) A quorum shall consist of no less than two thirds of the members;
- e) Changes to this constitution at an AGM will require that two thirds of the members shall be present at the meeting before a decision to change the constitution is taken;
- f) Changes to this constitution at an AGM will be made by Special Resolution;
- g) Should changes to the constitution be proposed at the AGM the notice as outlined above in point (c) must indicate the proposed changes to the constitution that will be discussed at the meeting.

8. GENERAL MEETINGS

- a) The committee shall hold no less than four (4) general meetings per year, unless there is a need for a special/emergency meeting, in which case a meeting may be convened with 24 hours notice;
- b) Seven (7) days notice shall be served, specifying the place, time and date of the meeting;
- c) Members are to agree to items to be discussed on the agenda;
- d) A quorum shall consist of no less than two thirds of the members.

9. SPECIAL MEETINGS

- a) The committee may whenever it sees fit, convene a Special Meeting;
- b) Twenty One (21) days notice shall be served specifying the place, time and date of the special meeting and, in the case of special business, the general nature of that business shall be stated on the written notification of the Special Meeting;
- c) A quorum shall consist of no less than two thirds of the members;
- d) Changes to this constitution at a Special Meeting will require that two thirds of the members shall be present at the meeting before a decision to change the constitution is taken;
- e) Changes to this constitution at a Special Meeting will be made by Special Resolution;
- f) Should changes to the constitution be proposed at a Special Meeting the notice as outlined above in point (b) must indicate the proposed changes to the constitution that will be discussed at the meeting.

10. RESOLUTIONS

- a) Resolutions agreed to by electronic means by all members of the committee will be valid as a decision taken at a physical meeting. The secretary shall record the resolution in the minute book and the chairperson shall ratify it at the next meeting.

11. VOTING

- a) When necessary the committee will vote on issues. If the votes are equal on an issue, then the chairperson shall have a second or deciding vote.

A.H.P.

[Handwritten signature]

12. RULES FOR CONDUCTING MEETINGS

- a) Proper minutes and attendance records must be kept for all meetings of the organization;
- b) A proper register of members must be kept;
- c) The minutes shall be confirmed as a true record of proceedings by the next meeting of the committee, and shall thereafter be signed by the chairperson;
- d) The minutes of each meeting will be made available to members at least two (2) days prior to the next meeting. Minutes shall thereafter be kept safely and always be on hand for members to consult.

13. INCOME AND PROPERTY

- a) The organization will keep a record of everything it owns;
- b) The organization may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearer has done for the organization. The payment must be a reasonable amount for the work that has been done;
- c) A member of the organization can only get money back from the organization for expenses that he/she has paid for on behalf of the organization;
- d) Members or office bearers of the organization do not have rights over things that belong to the organization.

14. FINANCE

- a) The committee members must ensure that proper records and books of account which reflect the affairs of the organization are kept, and, within six months of its financial year end ensure that a report is compiled by an independent registered Accounting Officer stating whether or not the financial statements of the organization are consistent with its accounting policies and practices;
- b) The treasurer's duty is to control the day to day finances of the organization. The treasurer shall arrange for all funds to be put into a bank account in the name of the organization. The treasurer must also keep proper records of all the finances;
- c) The appointed treasurer is authorized to be the sole member to make EFT payments and that any EFT payment limit would be set at R50,000.00 (fifty thousand Rand), and that any 2 (two) committee members, as agreed, be authorized to sign jointly on the bank account or on cheques for cash withdrawals, or bank teller transfers at the bank;
- d) The financial year of the organization ends on the last day of February commencing on the 29th February 2016;
- e) The organizations accounting records and reports must be ready and handed to the Director of Nonprofit Organizations within nine (9) months after the financial year end;
- f) If the organization has funds that can be invested, the funds may only be invested with registered financial institutions. These institutions are listed in Section 1 of the Financial Institutions (Investment of Funds) Act, 1984. Or the organization can get securities that are listed on a licensed stock exchange as set out in the Stock Exchange Control Act, 1985. The organization can go to different banks to seek advice on the best way to look after its funds.

15. DISSOLUTION / WINDING UP

- a) The organization may be dissolved by a majority vote of a duly constituted meeting;
- b) On dissolution the organization will pay off all its debts and cancel its mandate with the banking institutions;
- c) Should there be assets or funds left over then it should be gifted to another NPO with similar objectives.

