



SRI LANKAN GOLFING SOCIETY CONSTITUTION

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CONSTITUTION RULES AND GUIDELINES

NAME

1. The Society shall be called the "Sri Lankan Golfing Society UK" and/or "SLGS" (also referred to herein as "Society").

OBJECTIVES

2. The objectives of the Society are to promote and foster friendship, competition and sportsmanship through the game of golf by arranging a calendar of golf fixtures at good or reputable courses throughout the year open to all members and invited guests. Encourage all members to better understand and improve their golfing skills and own performance. Arrange and participate in team matches against other societies and clubs. Create a friendly and informal environment for operating the Society, its affairs and gatherings of the members.

MEMBERS & GUESTS

3. The current membership comprises all existing members notified and accepted for membership by the Society. Prospective members wishing to join the membership of the SLGS will be permitted only on being nominated by an existing member, and subject to approval and acceptance by the Committee at their sole discretion and upon payment of subscription of appropriate membership fee and/or joining fee applicable at the time. Non-members or guests may be invited by a member to join the Society at the golf fixtures and social gatherings under the full responsibility of the member making the invitation, subject to acceptance and approval by the Committee at their sole discretion, Annual membership fees and/or joining fees for new members applicable for each year will be set by the Committee having considered the cost of the golfing events for each year.

GENERAL & OTHER MATTERS

4. The Society will be managed by a Committee appointed by the members, and Committee meetings will be held regularly as agreed and decided upon by the Committee members from time to time, subject to a minimum of 4 meetings per calendar year. The secretary shall maintain the minutes of any General or Committee Meeting and endeavour to circulate a copy of the minutes (approved by the Committee) as soon as possible after each meeting, with a target to do so within 45 days as a maximum. The elected Committee, formed from existing members with a minimum of two full years membership, shall include a Captain, Vice-Captain, Secretary, Treasurer and Competition & Handicap Secretary, unless otherwise agreed by a majority of the Committee at any time between two General Meetings or the majority of members at any General Meeting of the members. In every year the Captain shall retire from the office at the Annual General Meeting, Vice Captain, the Secretary, Treasurer, Competition & Handicap Secretary shall serve in office a minimum of one year and not more than two consecutive years. The total members of the Committee shall not be more than five, 3 Committee members being a quorum. The elected Committee as deemed appropriate may form sub-Committees at any time from within the Committee or inviting any member as agreed by the Committee to join such Sub-Committees. The Committee will be elected annually at the Annual General Meeting drawn from the current members. The date of the AGM will be fixed by the Committee and notified to members. Nominations for the Committee members shall be submitted to the Secretary at least 10 days before the AGM. Each nominee shall be required to be proposed and seconded by a member to qualify for appointment. Further every nominee will require the approval of eligibility by the Committee before it is taken to vote at the AGM.

5. If the number of the Committee falls below three, the Committee may appoint additional members as they deem fit and proper at their discretion and such additional member shall hold office as a Committee member until the next General Meeting. A Committee member shall be deemed to have ceased to be a member of the Committee: -

(i) On being absent from three consecutive Committee meetings without good reason.

(ii) On being deemed unfit to continue to deal with the Society or its affairs at any time for any

reasons whatsoever, as judged in the sole opinion of a majority of the remaining members of the Committee.

In the event of current Committee member resigning or retiring for any reason, a temporary and intervening replacement until the next General Meeting may be elected by a majority of the Committee as they deem fit and proper at their discretion.

6. The notification to members by email and/or on the member's portal of the website at least 21 days in advance shall be considered to be adequate notice to all members of an Annual General Meeting or any other General Meetings called for by the Committee.

7. The Committee or a majority of the members of the Society may call an Extraordinary General Meeting of the Society on giving at least 30 days' notice to the members specifying the reasons for calling the meeting and the subject matter to be discussed for voting at of the meeting. The discussions at the meeting shall be strictly limited to that subject matter and specific agenda agreed for that meeting.

8. The Committee may call an Extraordinary General Meeting, when any matter of urgent importance shall occur, and shall be bound to do so on receiving a requisition either signed by twelve full members or one fifth of the total number of full members whichever is the less, or by a member who has been expelled and exercise the right of appeal under the provision of Rule 19.

The Society on giving at least 30 days notice to the Secretary specifying the reason for calling the E.G.M. and the subject matter to be discussed and the discussion at the meeting shall be strictly limited to that subject matter and the specific agenda for the meeting.

9. At all General Meetings, six members, including at least two Committee Members, shall be a quorum.

10. Alterations, additions and/or deletions to the Society's rules may only be made at a General Meeting, provided that a minimum of 21 days advance notice of such proposed changes to the current rules are issued to members at the time of calling the General Meeting.

11. The Society's financial year is each calendar year, with society fixtures, events and activities being arranged for any time starting from 1st of March each calendar year as deemed appropriate by the Committee at their discretion.

12. Members' tournaments and matches will be subsidised to a level recommended and approved by the Committee.

13. The standards of etiquette and rules of golf as determined by the Royal and Ancient Golf Club of St Andrews shall be deemed the standards applicable to Society games and fixtures, together with such local rules and by-laws applicable to the venue/course played.

14. A President may be elected from the Society's membership as recognition of service to the Society or to represent the Society for promoting its activities. A nomination, secondment and majority vote of support at an AGM is required for such appointment, the term of office to be a minimum of one year and a maximum of three years as recommended by the Committee. Any elected President shall automatically qualify as an honorary member of the Committee during the term of their appointment. The elected President must be capable of fostering Sri Lankan values and community relations.

16. The Committee, once appointed, shall keep all matters confidential between the Committee

members. Any breach of this confidentiality may result in appropriate disciplinary action exercised by a majority of the remaining Committee members, as they deem fit and proper at their discretion, which will include dismissal from the Committee and/or Society, depending on the circumstances.

The Committee will have the authority and power to deal with all Society matters, as the Committee deem fit and proper at their discretion. Members shall be free to put forward any comments or proposals to the Committee, in writing, for their attention. The Committee's handling and decision with regard to any such matters as they consider appropriate at their discretion shall be deemed conclusive and final.

ANNUAL GENERAL MEETINGS & CONSTITUTION

17. The Annual General Meeting shall take place between 21st November and 21st December each year for the purpose of inter alia, electing the Captain and the Committee, approving the Club Accounts and agreeing members' fees for the year.

Agenda forms and notice of motions shall be available on request from Committee Secretary or the Society's website. Any proposed motions under Any Other Business ("AOB") of the AGM will be accepted no later than 10 days before the AGM. The President, if one has been appointed, failing which the Secretary shall have a casting vote.

Only full members of the Society are entitled to attend and cast a vote at the AGM. Voting on all motions shall be by a show of hands or by paper vote. All motions shall require a simple majority vote of the members present at the meeting, and each member entitled to vote shall have one vote.

Each AGM will conduct the following business:

- a. Approval of the last AGM minutes
- b. Attendance and apologies
- c. President / Secretary Report
- d. Treasurer's Report and approval of accounts for the previous financial year.
- e. Captain's Report
- f. Membership and Tournament Update
- g. Election of officials
- h. AOB

18. A copy of the constitution will be posted on the Society website.

FINANCE

19. The overall management of all the Society's funds will be dealt with by the Committee under the guidance of the Treasurer. Bank accounts and mandates as deemed appropriate by the Committee shall be maintained (in the name of the Society as far as practicable) to transact the Society's income and expenditure. The Treasurer shall prepare and submit a summary of annual accounts to the Committee for approval in advance of an AGM. Final accounts will be prepared and circulated to members in conjunction with or prior to the notice convening the AGM for each year on the club website.

DISCIPLINE AND COMPLAINTS

20. The public profile of SLGS is beholden to the members. The etiquette of the game of golf is of high standard and the Society seeks to adhere to such etiquette. In the event of any actions and words of a member of the Society bringing the Society into disrepute, a meeting of the Committee shall enquire into such conduct, and may request the member(s) to attend at a Committee meeting to discuss the matter. In the event that the Committee decides that the actions or words of any member(s) bring the Society into disrepute the Committee reserve the right to suspend or expel the member(s) from the Society. The Committee shall endeavour to investigate the complaint of any member, which has been submitted in writing to the Secretary, as it deems appropriate and as soon as reasonably practicable to do so. The Committee's handling and decision with regard to any such complaint brought to their attention as they consider appropriate at their discretion shall be deemed conclusive and final. The decision of the Committee shall be communicated forthwith to the Member in writing. In the case of termination of membership this shall include a reminder to the Member of the right to appeal. Any disputes or disagreements between members, which are not relating to the Society events or affairs, must be settled without the involvement of the Society.

ROLES & RESPONSIBILITIES

21. The President is to promote the Society and its interests to maximise membership, prominence and enjoyment. The Secretary is responsible for all administrative functions of the Society including arranging meetings, taking minutes, notifying members of golfing events and publishing Society publications. The Secretary The Competition & Handicap Secretary is to arrange all Society events_at least four golfing meetings a year and he shall be responsible for organising the sponsors and promotions and be the primary contact for all correspondences. The Treasurer is responsible for the finances of the Society, collection of all amounts due, payment of Society expenses and producing annual accounts to the members. The Captain is to promote golfing excellence and sportsmanship within the Society and is responsible for choice of venues, management at golfing events, checking and maintenance of scores at each event and team selection. The Vice-Captain is to assist the Captain fulfil his duties. The Committee may from time to time delegate their responsibilities to nominated members at their discretion.

The Captain and Secretary will be responsible for maintaining and updating where necessary the Handicap of the members participating in Society Tournaments.

INSURANCE

22. All members and guests shall carry a valid and sufficient insurance policy against any liabilities arising from their actions or game play. All members and guests will be required to be insured at their own expense against golf-related or any other liabilities whatsoever. The Society will not be held responsible for any loss or damage to property or personal injury how so ever incurred to or by a member or guest or any third party under any circumstances whatsoever. The Society recommend for members to carry a sufficient insurance policy against any liability arising from their actions or game play.

PROPERTY OF THE SOCIETY

23. All assets shall remain the property of the Society at all times and no individual member shall accrue any rights thereto or have any claim to the same. All members and Committee members are required to disclose to the Committee any Commercial interest or benefits they have derived from the Society events and/or activities.

WINDING UP OF THE SOCIETY

24. Any decision to disband or wind up the Society (other than an involuntary winding up) must be upheld by a majority of the members of the Society entitled to vote at the meeting held for such purpose. The assets of the Society shall be frozen and the Committee at their sole discretion will make a decision on their final outcome and/or distribution.