

Founding Document of Southyeasters Homebrew Club 2018

8th March 2018

Name

Southyeasters Homebrew Club 2018, herein after referred to as **The Club**.

Purpose

The purpose of **The Club** is to provide facilities for its members to learn about and improve the quality of homebrewed beer. This will be achieved through: the provision of forums, both physical and online, for the members and non-members to discuss all aspects of homebrewing and beer styles; training and educational sessions and courses; both formal and informal review sessions and competitions; and engagement with other, similar, homebrew societies and general beer organisations.

The Club shall function as a non-profit organization. No salaries or distribution will be paid to any member of **The Club** for performing activities of **The Club**. (This does not prevent a member of **The Club** providing commercial services as a supplier to **The Club** in the course of their normal business at normal rates and fees).

Membership

The only qualifications of membership in **The Club** are to have an interest in homebrewing and/or beer; regularly attend club meetings; and participate in club activities.

Membership will be granted on an annual basis and will be subject to payment of the membership fee. The membership fee will be confirmed at the Annual General Meeting (AGM) each year, or by Special Meeting of the members.

Membership may not be transferred or sold.

Club Officers

The officers of **The Club** shall constitute **The Committee**.

The officers of **The Club** will be President, Secretary, Treasurer, Competitions Officer and Membership Officer. The previous committee officers will be optional invitees to meetings of **The Committee** to help ensure continuity but will not constitute part of **The Committee** nor have voting rights.

The duties of the officers of **The Club** are as follows:

- President: oversee running of **The Club**, chair meetings of **The Committee**
- Secretary: ensure minutes and decisions of Committee Meetings are recorded, manage the Events Calendar for **The Club** including Summer Fest (**The Club's** annual fundraising event)
- Treasurer: maintain Financial Records for **The Club**
- Competitions Officer: manage Competitions for **The Club**, this includes managing the National Homebrew Championships when allocated to Southyeasters to host

- Membership Officer: maintain the Membership Register, Communications and Online Facilities
- **The Committee** jointly take on fiduciary duty for **The Club**. As such, members of **The Committee** may not be related persons.
- **The Club** will register as a Recreational Club with the South African Revenue Service (SARS) and **The Committee** must ensure it is operated within the associated regulations.

Decisions of **The Committee** require 3 members to agree.

Meetings of **The Club**

There will be several types of meeting of **The Club**.

Monthly Meetings – open to all members of **The Club** and the general public (costs of the event may be recovered from both members and non-members as appropriate). The Secretary of **The Club** will be responsible for the agenda of these meetings. Members may approach the Secretary to add to the agenda of any meeting. These will generally be held on the 2nd Wednesday in each month.

Summer Fest – Will be the annual fundraising event for **The Club** and will be generally held on the last Sunday in March.

Annual General Meeting – (herein after referred to as the **AGM**). Held annually in April, it will form an additional agenda item for the April Monthly Meeting. Included in this agenda will be official hand-over of officers of **The Club**, presentation of club finances, confirmation of membership fees and charges for the following year as well as opportunity for any issues to be raised from the floor.

Committee Meetings – Every 3 months **The Committee** will meet formally to discuss matters of **The Club** and take decisions. These meetings will be chaired by the President and minutes will be taken by the Secretary. Minutes will be made available for review by members on request. Additional ad-hoc meetings will be held as required – decisions from these meetings will be recorded and made available on request of a member.

Election of Club Officers

Officers of **The Club** shall serve for a period of 1 year from one **AGM** to the following **AGM**.

Nominations for officers of **The Club** will open at the January Monthly Meeting and close at the February Monthly Meeting. Those nominated will need to accept the nomination. Nominations can be submitted through advertised channels or directly to any member of **The Committee**.

The new Club President will be elected from the accepted nominations by **The Committee**. Preference will be given to nominees currently serving on **The Committee**.

The new Club President will then allocate the other officers of the new **The Committee** from the remaining accepted nominations.

A member of **The Committee** shall not succeed themselves in the same office for a period of more than two years unless there are no other candidates available.

A member of **The Committee** shall not hold more than one office simultaneously.

Any vacancies, except for President, arising on **The Committee** during the term shall be filled by appointment of the President. If the President is unable to complete his/her term then another officer of **The Committee** will fulfil the role until the next meeting of **The Club** where new nominations will be called for the position.

Officers of the new **The Committee** that starts office in April will assist the existing **The Committee** in organising Summer Fest.

Sub-Committees

The Committee may form ad-hoc sub-committees led by an officer of **The Committee** from member volunteers of **The Club** to assist with any specific event, activity or need. Examples could include a National Champs Sub-Committee, Training Sub-Committee, etc.

Amendments

Amendments to this Founding Document may be proposed and debated at any Monthly Meeting of **The Club**. The proposed amendment will be notified to all members in good standing and will be confirmed by a two-thirds majority vote of attending members in good standing at the next scheduled Monthly Meeting.

Dissolution

The Club may be dissolved only by a vote of active members. A two-thirds majority of active members shall be required to dissolve **The Club**. Active members are defined as registered members of **The Club**, whose fees/dues are paid in full and have attended 4 of the last 6 meetings.

Following an affirmative vote to dissolve **The Club**, any monies remaining in the treasury shall be disposed of as determined by a simple majority vote of the active members. Options must be aligned to tax, legal any other regulatory requirement of the Republic of South Africa – this largely means to another not-for-profit organisation or the state.

Appendix 1 – Founding Year Details

The first election of officers to the **The Committee** of **The Club** and **AGM** will be in 2019. As such, for the founding year, the following will apply.

Founding Year Membership Fee – The annual membership fee for the founding year 2018/2019 will be R0. This may be amended in the founding year as an agenda item at any Monthly Meeting.

Founding Members of **The Club** shall be the following individuals and will form the first **The Committee** as follows;

- President: Cameron Gray
- Secretary: Chantell van Niekerk
- Treasurer: Robyn Campbell
- Competitions Officer: Nick Reed
- Membership Officer: Carel van Heerden