## ANTIGUA AND BARBUDA

## THE FRIENDLY SOCIETIES ACT, CAT 126

## RULES OF

ANTIGUAN AND BARBUDA TRIATHLON ASSOCIATION

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# ANTIGUA AND BARBUDA <br> THE FRIENDLY SOCIETIES ACT, CAP. 126 

RULES OF

## ANTIGUA AND BARBUDA TRIATHALON ASSOCIATION

## PART 1

1. The name of the society is ANTIGUA AND BARBUDA TRIATHALON ASSOCIATION.
2. The Registered Office shall be situated at Soldier's Bay, Antigua.

## PART 11

3. The objects of the Association shall be:
a. To develop the sport of Triathalon for the purpose of promoting and maintaining mental, moral and physical improvement, and rational recreation for the benefit of its members.
b. To develop and train male and female triathletes for regional and international competition.
c. To protect the interests of its members for the benefit of the association.
d. To seek the approval and protection of the Government of Antigua and Barbuda and all other relevant authorities.

## APPLICATION OF FUNDS

4. All money received on account of subscription fees, donations, payments for use of facilities of the Association, payments for activities organised by the Association and refreshments, all interest on investments and all other funds belonging to the Association shall be applied in carrying out the objects of the Association in accordance with its rules.

## TERMS OF ADMISSION OF MEMBERS

5. Any person shall be eligible to apply for membership. Application must be in writing and shall be sent to the Secretary of the Association together with an application fee of $\$ 50.00$ which sum shall be non-refundable. On approval of the Committee every member shall be furnished with a contribution card with his
or her name written thereon and signed by the Secretary and countersigned by the President.
6. Every member shall pay a subscription of $\$ 50.00$ per annum which shall become due on his approval. Subsequent subscriptions of $\$ 50.00$ per annum shall be paid at the A.G.M.

## NON PAYMENT OF SUBSCRIPTION

7. Any member who has not paid his subscription within 14 days after it has become due shall be considered in arrears and if the amount due be not paid within 14 days after the giving of two consecutive notices by the Secretary requesting payment he shall cease to be a member.
8. A member in arrears shall be entitled to attend all meetings of the Association but shall not have the right to vote until the arrears have been paid.
9. A person who has ceased to be member, may, upon payment of all arrears of subscription be re-admitted to membership without payment of the application fee.
10. A member may at any time retire from the Association by giving the Secretary notice in writing of his wish to do so.
11. The Committee shall expel from membership any member guilty of any conduct rendering him unfit in their opinion to be a member of the Association. PROVIDED that before expelling him the Association shall call upon him for an explanation of his conduct and shall hear what he may wish to urge in his defence. A member expelled in accordance with this rule shall have no claim on the property of the Association and shall not be eligible for re-admission as a member within one year of his expulsion.

## PART 111

## MODE OF HOLDING MEETINGS AND RIGHT OF VOTING

12. The annual general meeting of the Association shall be held for the following purposes:
(a) To receive a report and statement of the accounts for the preceding year.
(b) Subject to rule 20 to elect the Committee for the ensuing year.
(c) To decide upon any proposal or matter and transact any other business which shall be duly submitted to the meeting.
13. Notice of the annual general meeting and the business to be transacted there at shall be given either personally or by post at least 14 days before the date of holding same.
14. At the annual general meeting the chairman shall be the President or in his or her absence the Vice-President, or if none of them be present some other member of the Committee. The chairperson shall ascertain the decision of the meeting by a show of hands or in such other manner as he or she shall deem convenient. In the event of an equality of votes the chairperson shall have a second or casting vote.
15. The Committee may at any time for any special purpose call a special general meeting and shall do so forthwith on the requisition of any three members stating the purposes for which the meeting is required. Notice of such special general meeting and the purposes for which it is summoned shall be given either personally or by post to the Secretary at least 14 days before the date of holding the same. The procedure at such meetings shall be the same in all respects as those provided in and to the annual general meeting. The business to be transacted at such meeting shall be confined to the purposes named in the notice.
16. Three members entitled to attend and vote shall form a quorum at any general or special general meeting.

## MEETINGS OF COMMITTEE

17. The Committee shall meet once a month for general business. Three members of the Committee shall form a quorum.
18. The chairperson shall be the President or in his or her absence the Vice-President. The chairperson shall be entitled to vote on any question and in the event of an equal division of votes the chairperson shall have a second or casting vote.

## MAKING, ALTERING OR RESCINDING RULES

19. The rules of the Association may be repealed or amended or new rules made, by a majority of members entitled to be present and vote at any annual or special general meeting, provided that notice of such proposed repeal, amendment or new rule has been duly given in accordance with these rules.

## PART IV

## APPOINTMENT AND REMOVAL OF COMMITTEE OF MANAGEMENT

20. The management of the Association shall be entrusted to a Committee consisting of the President, Vice-President, Secretary/Treasurer elected
by ballot from among the members of the Association at the annual general meeting. Any member of the Committee may be removed by resolution of a special general meeting which shall proceed to fill the vacancy.
21. Every officer or servant having the receipt or charge of money shall, before taking upon himself or herself the execution of his or her office or service, give security to the trustees by a bond in pursuance of the Act in such sum as the Committee may direct being not less than a sum sufficient to cover the maximum amount of cash which the officer or servant is likely at any time to hold.
22. The Committee shall subject to rule 20 hold office from their election for two years but shall be eligible for re-election. Any member of the Committee may at any time retire from by giving to the Secretary notice in writing of his wish to do so.
23. The Association shall elect any member of the Association to fill any casual vacancy occurring by death or resignation or by reason of any member of the Committee ceasing during his term of office to be a member of the club.

## POWERS OF COMMITTEE

24. The Committee shall have power:
(a) Generally to manage the affairs of the Association in accordance with the rules.
(b) To appoint sub-committees from the members of the Association for special purposes and to delegate to them any of the powers of the Committee.

## SECRETARY

25. The Secretary shall, in addition tc his or her other duties as specified in these rules, receive the subscription of members, the payment of which shall be entered in a subscription book kept for that purpose and on the members' cards. He or she shall also receive all other payments in respect of any activities undertaken by the Association. He or she shall keep an account of all monies received and shall hand over to the Treasurer all monies received during the preceding week. The Secretary shall keep minutes of the proceeding of all general and Committee meetings in a minute book. He or she shall keep the accounts, papers and documents of the Association. He or she shall receive such remuneration as the Committee shall decide.

## TREASURER

26. The Treasurer shall be responsible for such sums as may from time to time be paid into his or her hands by the Secretary. He or she shall disburse all monies for and on account of the Association with the authority of the Committee. He or she shall, whenever so required, deliver to the Secretary a statement of all monies disbursed by him together with vouchers and or receipts. He or she shall receive such remuneration as the Committee shall determine.

## TRUSTEES

27. Members of the Association shall be trustees of the Association, in whom all funds and property of the Association shall be vested. At the first general meeting of the Association three members shall be elected trustees and every vacancy among the trustees caused by the death, resignation or removal from office shall from time to time be filled up by election at the annual or special general meeting next after the occurrence of such vacancy. The election shall be by a majority of members present and entitled to vote. No member shall be elected a trustee without his consent previously obtained. No person shall at the same time be a trustee and Secretary or Treasurer of the Association. Every resolution appointing a trustee shall be entered in the minutes of the meeting at which he or she is appointed and a copy of such resolution, signed by such trustee and the Secretary, shall be forwarded within 14 days by the Secretary to the Registrar. Any trustee may be removed from office by a resolution passed by a majority of the members present and voting thereon at an annual or special general meeting. Unless so removed every trustee shall hold office until he resigns or ceases to be a member of the Association.

## PART V

## INVESTMENT OF FUNDS

28. (a) So much of the funds as may not be wanted for immediate use, or to meet the usual accruing liabilities, shall, with the consent of the Committee, or of a majority of the members present and entitled to vote in gerteral meeting be invested in a Savings Bank, or in the purchase of land, or in the erection or alteration of offices or other buildings thereon, or in any investment in which trustees are for the time being by law authorised to invest trust funds.
(b) The trustee with the consent of a special general meeting, may hold, purchase, or take on lease any land and may sell, exchange mortgage, lease or build upon that land (with power to alter and pull down buildings and again rebuild) and a purchaser, assignee, mortgagee or tenant shall not be bound to enquire as to the authority for any sale, exchange, mortgage or lease by the trustees and the receipt of the trustees shall be a discharge for all sums of money arising from or in connection with the sale, exchange, mortgage or lease.
(c) Mortgages or other assurances for securing money to the Association may be vacated by a receipt endorsed or annexed, signed by the trustee and countersigned by the Secretary in the form contained in the second schedule to the Act.
29. The trustees with the consent of a special general meeting, may borrow money for the purposes of the Association upon the security of any assets of the Association and shall have power to execute all deeds or other documents which may be required for the purpose, such deeds or documents to be countersigned by the Secretary.

## AUDIT

30. (a) The Committee shall at least once in every year submit the accounts for audit to the prescribed person or persons at the prescribed time and shall pay the prescribed fee to such persons.
(b) The prescribed persons shall have access to all the books and accounts of the Association and shall exam the annual return and shall verify it with the accounts, contribution cards, vouchers relating thereto, deeds, documents of title and securities and shall either sign the annual return as found by them to be correct, duly vouched, and in accordance with the law, or specially report to the Association in what respects they find it incorrect, or not in accordance with the law.

## PART VI

## ANNUAL RETURN

31. Every year not later than the 31st day of March, the Secretary shall send to the Registrar an annual return.

Annual return shall:
(a) Show separately the expenditure in respect of the several objects of the
(b) Be made out to the preceding 31st day of December, inclusively.
32. The Secretary shall, together with the annual return, send a copy of any special report to the prescribed persons.

## PART VII

## INSPECTION OF BOOKS

33. The Committee shall cause the books to be available for the inspection of any member or person having an interest in the funds of the Association at all reasonable times, at the Registered Office or at any place where the books are kept, and it shall be the duty of the Secretary to produce them accordingly.

## PART VIII

## DISPUTES

34. If any disputes shall arise between a member or person claiming through a member or under the rules or any person aggrieved who has ceased to be a member, or any person claiming through such person aggrieved, and the Association it shall, subject to the express provisions of Section 63 of the Act, be decided by reference to a single arbitrator to be appointed by the Association and the complaining party. In the event the parties should fail to agree upon a single arbitrator each party shall appoint one arbitrator who will then appoint a third arbitrator and the three arbitrators so appointed shall decide the dispute.

## PART IX

## DISSOLUTION

35. The Association may at any time be dissolved by the consent of three-fourths of the members, testified by their signatures to an instrument of dissolution in the form prescribed by the Act.

## PART X

## APPLICATION TO REGISTRAR

36. One-fifth of the total number of members, or if the number is one thousand or more but not exceeding ten thousand then one hundred members ${ }^{2}$ by application to the Registrar signed by them in accordance with the Act may aspla
(a) For the Registrar or by any actuary or other peison appointed by him in writing, to investigate and report on the affairs of the Associotion.
(b) For the calling of a special meeting of the Association.
(c) For an investigation into the affairs of the Association with a view to the dissolution thereof.

## INTERPRETATION

37. In these rules unless contrary intention appears:
(a) Words in the singular shall include the plural and words in the plural shall include the singular.
(b) The "Act" means the Friendly Societies Act, Cap. 126 and any Acts amending or sub-titled for them and for the time being in force.

## REMINDERS

1. Sending to the Registrar a return showing the number of members on its roll, the amount of money deposited in savings bank, the amount of money invested in security and the amount of money in the Treasurer's hands on the preceding 31st d day of December not later than the 31st day of June.
2. Sending annual return to the Registrar not later than 31st March of each year.
3. Sending to the Registrar a copy of any special resolution.
4. Sending to the Registrar a copy of any amendment to the rules in accordance with the Act.
