

# **CONSTITUTION OF SCIENCE FICTION SOUTH AFRICA**

as amended June 1997

# CONSTITUTION AND RULES OF

## SCIENCE FICTION SOUTH AFRICA (SFSA )

1. **Name:**

The name of the body is " Science Fiction South Africa ", abbreviated as SFSA. ( Hereafter referred to as SFSA )

2. **Registered Office:**

The registered office of SFSA shall be at P O Box 781401, Sandton, 2146, or at such other place as the Committee may from time to time determine.

3. **Objects:**

To promote interest in all aspects of science fiction, the dissemination of information concerning the above and promoting of such purposes as may advance the appreciation of science fiction.

4. **Means:**

SFSA shall carry out its Objects by lectures, discussions, publications, exchange of information and/or otherwise with any society, person, company or club

5 **Finances:**

The money **required for the purpose of carrying out the Objects shall be raised by subscriptions, entrance** fees, sale of publications and other articles. SFSA is **a non-profit-making** body.

6. **Membership:**

SFSA shall consist of several classes of membership on a non-discriminatory basis.

(1) Ordinary: an annual fee as determined by the Committee.

(2) Honourary: life membership in SFSA as voted by a majority of the full Committee.

(3) Ordinary Life Membership: one off fee as determined by the full Committee.

7. **Admission to Membership:**

Any person, society or club desirous of becoming a member or affiliated to SFSA must submit a completed, prescribed application form, entrance fee and prepayment of first subscription to the Secretary of SFSA.

Granting or refusal of membership shall be the sole discretion of the Committee, which shall not be required to provide reasons for refusal of membership. On admission, the member shall be bound by this Constitution and Rules and any amendment thereto.

**Termination of Membership:**

Membership of SFSA shall be terminated by the following means:

(1) on a member's written resignation.

(2) on failure to pay subscriptions for more than three months after written notice.

(3) on a member conducting his or herself to the detriment of, or using SFSA to further private interests in opposition to, the Objects of SFSA, the membership shall be terminated at the discretion of the Committee.

**Privileges:**

Members shall be entitled to the following - attendance at monthly meetings, social gatherings, the Annual General Meeting, library material and books, SFSA publications, notification of meetings and other events and access to the Committee.

10 **Committee:**

The Committee shall control and manage SFSA and shall be composed of the following officers - Chairman, Treasurer, Meeting Organiser, Convention Organiser, Short Story Organiser, Probe Editor, Secretary, and Public Relations Officer. All Committee members are elected at the Annual General Meeting. The Committee has the power to co-opt not more than two additional members, and shall also have the power to appoint special committees for special purposes. The special committees shall have no executive powers and must always report to the Committee, and be bound by the terms of their appointment.

11. **Duties:**

In addition to the duties assignees to them, the Committee members shall perform the following duties:

- (1) the Chairman shall preside at all meetings and functions of SFSA.
- (2) correspondence, notice of meetings and minutes of meetings shall be conducted by the Secretary or Meeting Organiser.
- (3) financial transactions, receipts, banking of money and books of accounts shall be the responsibility of the Treasurer.

12. **Nominations and Elections:**

Nominations must be not less than two members and with the acceptance of the candidate. If the number of candidates equals the number of offices they shall be declared elected. If the number exceeds the number of offices then a vote shall be taken at the Annual General Meeting. Officers shall be appointed from the elections for one year or until another is installed in an officer's place. Retiring officers shall be eligible for re-election.

13. **Meetings:**

a. The Annual General Meeting shall take place in January of each year. Notice of Annual General Meetings shall be in writing. A quorum shall be formed by eight members in person. Voting shall be a majority of hands. In the event of a tie, the presiding officer shall have a casting vote.

b. Committee Meetings will be held regularly. No business shall be conducted unless there is a quorum present. A quorum shall consist of five members.

c Meetings will be held on a monthly basis. When possible, notice of meetings shall be in writing.

14. **Signing Authority:**

**All** withdrawal forms shall be signed by two out of three possible signatories. One signatory will be the Treasurer plus two other nominated Committee members.

15. **Banking:**

The SFSA shall maintain one or more accounts where all money received on behalf of SFSA shall be banked\_

16. **Amendments:**

The Constitution shall be altered or amended at any Committee meeting by two-thirds vote of a quorum of members present

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