



# SA MODEL JET ASSOCIATION

## CONSTITUTION

2011

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**1. NAME**

The name of the Association will be the "SOUTH AFRICAN MODEL JET ASSOCIATION" (hereinafter referred to as SAMJA).

**2. REFERENCE**

South African Model Aircraft Association	-	SAMAA
International Jet Model Committee	-	IJMC
Executive Committee	-	Committee

**3. ADDRESS**

The address of the association will be the address of the Chairperson and can be changed in this constitution to a newly elected Chairpersons address without constituting a constitutional change.

Current Chairpersons address: PO Box 11865  
Silver Lakes  
0054

**4. AFFILIATION**

SAMJA may affiliate with any other legal entity having principally and materially the same objectives. The Committee will at its own discretion appoint a representative to any affiliated organization and also terminate such representation at its own discretion. No Member can make representation on behalf of SAMJA to any affiliation without the prior written consent of the Committee.

**5. OBJECTIVES**

The objectives of SAMJA, as the officially recognised special interest group for Model Jet Aircraft by SAMAA, will be to:

- 5.1 Advance and encourage all aspects of the building and flying of Turbine Model Jet Aircraft, Ducted Fan Jet Aircraft and any Model Aircraft using Jet Propulsion excluding Rocket Power.
- 5.2 To foster camaraderie amongst Members of SAMJA.
- 5.3 To advance and protect the interests of all Members of SAMJA and persons engaged in the activities of SAMJA.
- 5.4 To create competitive opportunities and to regulate or contribute to the regulation of such activities, at local, national and international level.

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- 5.5 To communicate and provide all relevant information to all Members of SAMJA and if applicable the South African community as a whole.
- 5.6 To establish links, relationships and to co-operate with National Interest Groups and model aircraft clubs, as well as international entities having the same objectives.
- 5.7 To promote and ensure at all times where possible the safe and responsible conduct of Members.
- 5.8 To define, promote, test and administer the minimum Proficiency (Vlamgat Rating) for SAMJA Members.
- 5.9 To have as its guiding principal, the interests of the model enthusiast as defined in Clause 5.1.

### **6. LEGAL CAPACITY**

SAMJA shall be an association / organisation not for gain, with perpetual succession and capacity to acquire rights and incur obligations independent of its Members. All assets, funds or property of SAMJA shall be held or registered in the name of SAMJA.

### **7. LIABILITY OF MEMBERS**

The liability of every Member shall be limited to the amount of the relevant unpaid Membership fee due by each Member in terms of this Constitution and beyond this no Member shall be personally liable for any debts or legal liability of SAMJA.

### **8. MEMBERSHIP**

- 8.1 SAMJA shall consist of at least six Members and all future Members that shall be admitted.
- 8.2 Membership is Conditional on:
  - 8.2.1 Each Member having a valid SAMAA Membership.
  - 8.2.2 Each Member accepting and abiding by the Rules and Regulations of SAMJA.
  - 8.2.3 Each Member actively participating in actual flying obtaining the SAMJA minimum Proficiency (Vlamgat Rating) within six months of joining SAMJA.

8.3 Members shall be classified as follows:

**8.3.1 Ordinary Member.**

Any person substantially interested in model aircraft as described in Clause 5.1 shall be eligible for Ordinary Membership. Application shall always be made in writing accompanied by the relevant joining fee and the first annual subscription.

**8.3.2 Honorary Life Member.**

In recognition of meritorious service or potential influence in achieving the objectives of SAMJA, any person may be recommended to the Committee. The recommendation shall be submitted in writing and co-signed by at least an amount of Members equal to fifty percent of the total Membership. The final decision for such an award will rest with the Committee.

8.4 The Committee may refuse any application for Membership without assigning any reason thereto, whereupon all accompanying fees are refundable.

8.5 Membership shall cease on the occurrence of any of the following events:

8.5.1 Failure to supply annual subscription within 30 days after the due date. The latter can only be rectified by a new application accompanied by a re-joining fee subject to clause 8.4. No notice will be issued of such termination.

8.5.2 Upon receipt of a written resignation.

8.5.3 Upon Membership being terminated by the Committee in terms of this constitution or any other process instituted in terms thereof.

8.5.4 On the death of a Member.

8.6 In the event of cessation of Membership, all subscriptions and other fees paid shall be forfeited to SAMJA.

8.7 A person who pays the annual Membership fee does not necessary have to fly in any events to maintain Membership.

8.8 Membership of SAMJA automatically binds the Member to the Constitution, SAMJA rules and the Nationally accepted contest rules with which he/she must be fully acquainted. This also binds the Member to any local safety rules and specifications as might be required when at a specific flying site. All rules and regulations as published by SAMAA will be enforced at all times.

- 8.9 Any office bearer, Committee Member, or Member, acting on behalf of SAMJA, but without the authority of the Committee, will do so at his/her own risk, and SAMJA will not be held responsible for his/her actions. His/her continued Membership will be at the discretion of the Committee, and he/she will be held responsible for any losses or liabilities to SAMJA.

## **9. SUBSCRIPTIONS**

- 9.1 A re-joining fee, as determined by the Members at either the Annual General Meeting or a Special General Meeting, is payable once the membership was terminated due to late payment of subscription and the person elects to join SAMJA again.
- 9.2 The annual subscriptions are due and payable to SAMJA on the first day of March of each year and payments are due within thirty days of this date. Should the Committee have determined that an increase is required, this increase may be approved by Members at the Annual General Meeting or a Special General Meeting.
- 9.3 A reduced subscription of fifty percent of the annual subscription will be payable for new Membership applications if such a Membership application is made in the last six months of the financial year.

## **10. FINANCIAL YEAR**

The Financial Year for SAMJA will commence on the first day of March in every year and shall terminate on the last day of February of the following year.

## **11. INTERNATIONAL, NATIONAL AND PROVINCIAL EVENTS**

Only those Members, who are in good standing with SAMJA at the time of selection for and commencement of any Provincial, National or International event, shall be entitled to compete.

## **12. SAMJA MINIMUM PROFICIENCY (VLAMGAT RATING)**

Any Member who has joined SAMJA with the intent to fly model aircraft as defined in Clause 5.1 should obtain within six months from joining, the SAMJA Minimum Proficiency (Vlamgat Rating). This proficiency is required for participation in SAMJA events. The application and detail of requirements can be obtained from the Committee.

Only examiners who are sanctioned by SAMJA and whose names have been officially published can conduct this test.

SAMJA Minimum Proficiency (Vlamgat Rating) is only valid as long as a Member is in good standing with SAMJA and all subscriptions are up to date. On termination of SAMJA Membership such a rating will be nullified and SAMAA will also be informed.

### 13. MEMBERSHIP CONTACT DETAIL

The Committee will accept only the contact details as specified on the Membership application form as the valid and correct contact details. It is the responsibility of each of the Members of SAMJA to inform the Chairperson of the SAMJA Committee in writing of any changes to his / her contact details.

### 14. ADMINISTRATION:

- 14.1 Administration of SAMJA is the responsibility of the Executive Committee, also referred to as the Committee, which will consist of the following Members: Chairperson, Vice Chairperson, Secretary, Treasurer, Web Master, Event/Comp organizer and any regional delegates if nominated, as elected at the Annual General Meeting.
- 14.2 **The Chairperson** will preside at all meetings at which he/she is present; enforce observance of the Constitution; sign minutes of all meetings after confirmation; certify all withdrawals of money in conjunction with the Treasurer; generally exercise supervision over the affairs of SAMJA and perform such other duties as by usage and custom pertain to the office; draw up in conjunction with the Secretary the agenda for every meeting.
- 14.3 **The Vice Chairperson** will preside at all meetings at which the Chairperson is not present; in general assist the Chairperson in the execution of his/her duties as the Chairperson may delegate.
- 14.4 **The Secretary** will attend all meetings and record minutes of the proceedings; draw up the agenda for all meetings in consultation with the Chairperson; keep a register of attendances at all General and Committee meetings; conduct all correspondence of SAMJA; issue notice of General and Committee meetings; sign all minutes after confirmation; keep a register of Members' names and addresses.
- 14.5 **The Treasurer** will collect monies and issue receipts; conduct the financial business of SAMJA and keep records of all such transactions; prepare annual balance sheets, which will be passed by the Committee, and statements of income and expenditure when necessary; in conjunction with the Chairperson will certify all withdrawals of money.

- 14.6 **The Webmaster** will update and run the website so as to display all Jet activities throughout the year as well as any relevant information regarding aviation in the world.
- 14.7 **The Competition and Events Organiser** will organise events and competitions as well as provide support equipment such as score sheets, stop watches and so forth at competitions. He will also provide refreshments and lunch for judges and helpers at all competitions.
- 14.8 The Committee may co-opt additional Members from time to time.
- 14.9 All Members of the SAMJA Committee will be SAMAA Members in good standing.
- 14.10 Not all the above positions have to be filled and Executive Committee Members could have more than one portfolio.

## **15 ELECTION OF EXECUTIVE COMMITTEE**

- 15.1 The election of the Executive Committee shall take place at the Annual General Meeting. The Members to be elected in terms of Clause 14.2 to 14.7 shall be nominated and voted in by Members present at the Annual General Meeting. The nominations will be specific as per title specified in Clause 14.2 to 14.7.
- 15.2 No Member may be nominated without his/her personal consent.
- 15.3 The outgoing Chairperson will be automatically proposed and seconded for election to the Committee. His election will be subject to his/her acceptance of the proposal and to the vote of the Members.
- 15.4 Votes shall generally be counted by a show of hands, but the Chairperson has the right to call for a secret vote (ballot) if the issue at hand is of such a nature as to require this.
- 15.5 All voting shall be open to scrutiny by the Members.

## **16 POWERS OF THE EXECUTIVE COMMITTEE**

The Committee shall actively pursue the objectives of SAMJA by managing and administering the affairs and business of SAMJA in terms of the law of the country, consider any matter affecting the flying of model aircraft, make representations, or take such actions as the Committee deems advisable and in particular:

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- 16.1 Acquire, hire or dispose of property, borrow money on the security of the assets of SAMJA and accept and administer any trust of donation. All debit transaction will be limited to R10 000.00 (Ten thousand rand) per event. When an event require a total debit of more than the specified amount approval should be obtained via a Special General Meeting that could be conducted electronically or at an Annual General Meeting.
- 16.2 Render financial assistance to any person or legal entity in order to promote and realise the objectives of SAMJA.
- 16.3 Delegate to any sub-committee or Member of SAMJA such of its powers as it may from time to time deem necessary, but shall not be divested of any power so delegated.
- 16.4 Make rules on all matters that the Committee considers necessary or expedient in order that the objectives of SAMJA may be achieved.
- 16.5 Determine the subscriptions and joining fees to be paid by Members for each financial year in order to ensure that the objectives of SAMJA are achieved on a sound long-term financial basis.
- 16.6 Arbitrate on any issue to ensure that the objectives of SAMJA are adhered to at all times.
- 16.7 Discipline, after investigation and due process, any Member of SAMJA and may, after the process, terminate the Membership of any Member.
- 16.8 Consider applications for Honorary Membership of SAMJA and finalise such applications and proposals as the Committee may deem fit.
- 16.9 Determine the arrangements and criteria for international representation and participation.

## **17 GENERAL DUTIES OF THE EXECUTIVE COMMITTEE**

### 17.1 Conflict of Interest

A Member of SAMJA, a Member of the Committee or any other person to which powers of SAMJA have been formally delegated by the Committee, shall declare his / her position regarding an actual or potential conflict of interest prior to participating in discussion, judge at any event or vote on any matters.

17.2 Motion of no confidence

If a motion of no confidence is directed against a Committee Member and is seconded and adopted by the majority vote at any formal meeting of SAMJA, that Member shall immediately vacate their position(s) whereupon the vacancies so created will immediately be filled in terms of Clause 17.3 of the Constitution.

17.3 Vacancies

Every vacancy arising from the circumstances referred to in Clause 17.2 and Clause 17.4 and every vacancy caused by death, or resignation of a Member, shall be filled by a new Member elected at the following AGM or Special General Meeting.

17.4 Attendance of Meetings

A Member of the Committee or any sub-committee of SAMJA vacates his /her position automatically if he/she is absent from more than two consecutive meetings of such Committee without the Committee's consent.

17.5 Minutes

The proceedings of each meeting of the Committee shall be preserved in minutes compiled by the Secretary or any other person designated prior to the commencement of such a meeting and shall be ratified at the next meeting, after confirmation, by the Chairperson of the meeting.

Ratified copies of the minutes of the meetings of the Committee and of all meetings of SAMJA shall be preserved and published to all current paid up members of SAMJA. The latter will be applicable to all official SAMJA Committee or any SAMJA Subcommittee meeting.

17.6 Duties of the Chairperson of the Executive Committee

17.6.1 The Chairperson of the Committee will ensure that all office bearers are informed of their duties adequately and will make necessary arrangements for assistance or relief if circumstances so required.

17.6.2 The Chairperson will set up the dates and venues for all SAMJA meetings, chair these meetings and make sure that minutes are taken, ratified and preserved.

17.6.3 The Chairperson will ensure that SAMJA operates in a controlled manner and will have the power to authorise expenditure, represent SAMJA at relevant meetings and rule on disciplinary matters.

17.6.4 The Chairperson will ensure that a budget is prepared and adhered to.

17.6.5 The Chairperson is empowered after issuing a warning in writing to request the resignation of any Member of the Committee or a sub-committee, who in his view, is not performing his duties adequately (after receiving adequate assistance) or is obstructing the work of the Committee. Such a resignation shall not be opposed by the Committee Member.

## **18 SAMJA MEETINGS**

18.1 General Committee meetings.

18.1.1 General Committee meetings should be held at least four times per year or as deemed necessary. Notice of such a meeting will be issued by the Chairperson at least seven days in advance via email.

18.1.2 A quorum for a meeting of the Committee will consist of at least two of the following: Chairperson and/or Vice Chairperson, Secretary, Treasurer, plus two other Committee Members who may occupy one of the above mentioned posts. Should there be no quorum present, the Chairperson will call another meeting, not less than a week ahead, at which those present will then constitute a quorum.

18.1.3 No proxy votes will be entertained at a Committee meeting.

18.1.4 SAMJA Committee meetings could be conducted via electronic media.

18.2 Annual General Meeting.

18.2.1 An Annual General Meeting will be held every year at the National Competition.

18.2.2 Notice of such a meeting will be published via email to the last known address of all the Members at least fourteen days in advance.

18.2.3 At this meeting all necessary reports will be presented, Committee Members elected and constitutional changes voted on.

18.2.4 A quorum at the Annual General Meeting must include the

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Chairperson or the Vice Chairperson, at least one other Committee Member plus at least 8 Members to be a valid meeting. If no quorum is present, the Secretary will call another meeting, not less than a week ahead, at which those present will then constitute a quorum.

18.2.5 No proxy votes will be entertained at the Annual General Meeting.

18.2.6 Only Members who have been Members of SAMJA for longer than sixty days are eligible to vote.

### 18.3 Special General Meeting.

18.3.1 A Special General Meeting will be arranged by the Committee when required or if so requested in writing by at least ten Members simultaneously.

18.3.2 Notice of such a meeting will be published via email to the last known address of all the Members at least fourteen days in advance.

18.3.3 A quorum at the Special General Meeting must include the Chairperson or the Vice Chairperson, at least one other Committee Member plus at least 8 Members to be a valid meeting. If no quorum is present, the Secretary will call another meeting, not less than a week ahead, at which those present will then constitute a quorum.

18.3.4 No proxy votes will be entertained at the Special General Meeting.

18.3.5 Only Members who have been Members of SAMJA for longer than sixty days are eligible to vote.

18.4 Contest meetings will be held under the control of the Committee representative, at the discretion of the Committee.

18.5 All minutes will be deemed a true record after confirmation and signature of the Chairperson and Secretary.

## 19 FINANCES

19.1 All books and accounts will be presented at the Annual General Meeting.

19.2 Funds will be applied to the payment of expenses, the Executive Committee may decide upon the development of SAMJA and such other purposes.

- 19.3 Payments will require the approval of the Executive Committee, and will be made by cheque or other legal document, signed by the party or parties so authorised at a Committee meeting.
- 19.4 Funds received by the Treasurer, on behalf of SAMJA will be deposited into its credit within fourteen days of receipt, at a Bank or Building Society decided upon by the Executive Committee.
- 19.5 Only official receipts will be recognised or payments authorised by the Chairperson.
- 19.6 Spending of "The Capital Fund" of SAMJA is bound by the Resolution passed by the Committee of SAMJA on the 22<sup>nd</sup> June 2005.

## **20 GRIEVANCE AND DISPUTE PROCEDURE**

In any matter where there is an unresolved issue an Arbitrator can be appointed and the Arbitrator's decision shall be final. The costs incurred will be apportioned by the arbitrator and paid by both parties. At all times the Committee should attempt to resolve issues internally. As a last resort the Management Committee of SAMAA could also be approached to arbitrate on matters.

## **21 PROOF OF CONSTITUTION**

A copy of the Constitution certified by the Chairperson or Vice-Chairperson of the Executive Committee shall be accepted as evidence for all purposes whatsoever.

## **22 INTERPRETATION OF CONSTITUTION**

Should the interpretation of any clause or sub-clause of this Constitution be in doubt, the matter will be referred to arbitrators who are officially recognized in South Africa, and their decision will be final.

## **23 DISSOLUTION OF SAMJA**

- 23.1 SAMJA may be wound up upon resolution, by a Special General Meeting, on a majority of 90% of the total SAMJA Membership. Proxy votes will be acceptable.
- 23.2 SAMJA assets will be liquidated in whatever manner that meeting deems fit.

**24 AMENDMENTS TO THE CONSTITUTION**

All proposed amendments to the Constitution are to be submitted, in writing, to the Committee at least 14 (fourteen) days before the Annual General Meeting, and will be accepted by a majority of 60% of the Members present.

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