



Table of contents

1. Name.....	2
2. Establishment of the chess club.....	2
3. Interpretation.....	2
4. Purpose, Affiliation and Responsibilities.....	2
5. Composition.....	3
6. Committee meetings and procedures.....	3
7. Election of the HCC Committee and vacancies.....	5
8. Notices, nominations and voting.....	5
9. Team selections, rules and procedures.....	5
10. Finance and remuneration.....	6
11. Change to the Constitution.....	6
12. Annexure A - Code of Conduct	
13. Annexure B - Duties of Committee members	

HERMANUS CHESS CLUB

CONSTITUTION

1. Name

1.1 The name of the Club shall be HERMANUS CHESS CLUB. Herein after referred to (HCC).

2. Establishment of the chess club

2.1 It is a voluntary association of members joined together in the pursuit of its main objects as described herein.

2.2 It is a separate juristic entity capable of suing, being sued in its own right and name and shall have existence independent of its members, and office bearers with perpetual succession.

2.3 Shall have the capacity to do the following:

- acquire rights;
- incur obligations; and
- hold assets in its own name distinct from that of its members.

3. Interpretation

In this Constitution, unless the context requires otherwise, the below words shall have the following meanings:

Chess

The game or sport of chess, whether played in the presence of the opponent or by way of correspondence.

Chess Union

A regional chess body established in a province or part of a province for the purpose of organising and co-ordinating chess activities in that region. HCC falls under the Overberg Chess Federation (OCF) which is recognised by CHESSA.

4. Purpose, Affiliation and Responsibilities

4.1 The Committee of the Hermanus chess club shall have the authority to:

- Act as the controlling body of Chess.
- Hold membership of the Overberg Sport Association and Overberg Chess Federation.

- The purpose of the Club shall be to promote the game of chess and to organise activities for players.
- Commit itself to the promotion of Chess in a non-racial and democratic way, to provide equal rights for all chess players and administrators under each jurisdiction.
- Select players to represent HCC in the Overberg Chess League.
- Create a database of junior and senior chess players.
- The Committee shall have full powers in the management and direction of the business affairs.
- Consider, approve or reject applications for membership and to deal with the conduct of members.
- Purchase, lease, hire or otherwise acquire any movable and/or immovable property, which may be deemed necessary for any of the purposes of the club.
- Manage payments or any expenses incurred in connection with the promotion and functioning of the club.
- To ensure and protect the Club's interests and property.

4.2 Notwithstanding anything herein contained, it is recorded that:

- HCC income and property are not distributable to its regional chess body members or office bearers except as reasonable compensation for services rendered or upon dissolution in terms of this Constitution.
- HCC is a non-profit organisation and will not carry on any business, undertaking or trading activity, save to the extent permitted in terms of section 30 of the Income Tax Act, 1962.
- HCC financial transactions shall be conducted by means of a banking account opened and maintained at the direction of the Committee.

5. Composition

5.1 The chess club will consist of the following members: juniors and seniors.

5.2 The committee shall consist of the following:

- Chairperson
- Vice-Chairperson
- Treasurer
- Secretary
- Coordinator of Development, advertising; and Social media

6. Committee meetings and procedures

All members will complete a registration form. Members will pay a monthly fee of R10 to be revised annually by the committee. Members may pay monthly or annually.

Meetings

6.1 Annual General meetings:

- The Committee will meet at least twice annually
- The first meeting shall be held by no later than 30 April

6.2 Special meetings

A special meeting shall be held based on the following:

- The reasons accompany the request.
- The date and venue accompany the request.
- Compulsory attendance of all committee members.
- Except when the HCC Committee decides otherwise, as in the case of motions to amend the Constitution whereby a two-thirds majority is required, a simple majority vote shall be adequate to carry a motion.

6.3 Quorum at Committee meetings

A meeting of the Committee shall be quorate if:

- at least one-half of the executive committee members are present; or
- if a meeting of the Committee of which proper notice has been given is inquorate, the meeting may still be held, but all decisions taken at such inquorate meeting shall require confirmation.

6.4 Voting on the HCC Committee

Executive members have equal voting powers. In the case of a tie, the chairman shall have a casting vote.

6.5 Confirmation of decisions at inquorate meeting

Motions passed at an inquorate meeting of the HCC Committee shall require confirmation by the procedure set out below:

- The Secretary shall notify every absentee executive committee member of the motions, which were provisionally adopted at the meeting, and the name of the proposer and seconder of each such motion. These notifications shall be despatched within ten (10) working days of the meeting.
- Each executive committee member thus notified shall, for each of the motions concerned record either an abstention or a vote for or against the motion. The absentee shall return his record of his voting to the Secretary within 14 days of receiving the notification.
- A motion shall be confirmed if the total number of votes cast in favour of it at the meeting, together with those cast in terms of the above procedure, is at least one-half of the total votes plus one, of the available votes of the HCC Committee at the time of the meeting.

6.6 Attendance of meetings

- If an elected member fails to attend two meetings in a row without apologies, that member will receive a termination letter from Chairperson (or Vice Chairperson) without warning.
- If an elected member fails to attend two meetings in a row with apologies, that member will be contacted by the Chairperson (or Vice Chairperson) to confirm that member's availability.

7. Election of the HCC Committee and vacancies

- All the positions shall be filled through election to the HCC Committee. Ad Hoc appointments will be made by the committee should a member resign or is removed from office during that year.
- Committee members will hold office for one year.
- If the position of Chairperson is vacated, the Vice-Chairperson shall become acting Chairperson until the next AGM.
- This will apply to all committee vacancies.

8. Notices, nominations and voting

8.1 No less than 14 days before the election date, the Secretary shall send a notice to all chess members informing them of the following:

- (a) the date and venue for the election of the HCC Committee that will take place at the next AGM;
- (b) and calling for nominations to serve on the HCC committee.

8.2 The closing date for such nominations shall be set by the HCC secretary.

9. Team selections, rules and procedures

9.1 Team selections

- It is the ultimate responsibility and prerogative of HCC, to approve the selection teams and individuals representing HCC.
- The Overberg Chess league is setup in groups of four players per team. Any club may have more than one team representing, i.e. A, B, C teams etc.
- The Committee shall formulate and publish the rules and procedures. A copy of the rules and procedures shall be kept by the Secretary and made available, upon request, to the Overberg Chess Federation, members of the club or other individuals registered with HCC.

9.2 The rules and procedures shall include, but not be limited to, the following:

- (a) HCC's selection criteria;
- (b) code of conduct for club members.

10. Finance and remuneration

- The financial year-end of HCC is the last day of December. The Treasurer shall give financial feedback annually. Signing powers of a bank account in the name of HCC will be issued to the Chairperson, Treasurer and Vice-Chairman.
- No remuneration other than agreed incurred expenses and approved by the committee, will be given to any member of the committee.

11. Change to the Constitution

- An amendment to the Constitution shall be approved at an Annual General meeting or special meeting of the Committee by at least two-thirds of the total number of votes available to all chess club members at the time of the meeting. A motion for an amendment to the Constitution shall be circulated to all members of the current Committee at least two weeks prior to the meeting of the Committee at which it is to be proposed.
- A motion for an amendment to the Constitution shall only be accepted by a seventy-five percent majority of votes of the members attending the annual general meeting.



ANNEXURE A – CODE OF CONDUCT



HERMANUS CHESS CLUB

CODE OF CONDUCT

GEDRAGSKODE

Learners who participate in the following activities will be withdrawn with immediate effect. The parents and coaches will be informed of the violation.

Use or distribute alcohol or illegal drugs

Carrying dangerous objects including knives, firearms or any item that could harm a person

The carrying and/or smoking of cigarettes.

No vandalism of any property whatsoever will be allowed. *(Parents will be held responsible for replacement or fixing)*

Fighting, attempt to assault, assault

Sexual harassment or sexual activities

Leaving the playing venue without the permission of a parent present.

No earrings allowed

Learners who participate in the following activities will receive one verbal warning and will be withdrawn after second offence. The parents will be informed of the violation.

Disrespectful towards other club members, officials, arbiters, team leaders and any personnel HCC or any other chess club.

Swearing, derogatory remarks, obscene gestures to an opponent, parent or any other person

Cheating, attempting to cheat

Entrance of unauthorised areas

Intimidation by verbal or physical threat (bullying)

Failure to wear prescribed attire like clothing covering private parts.

1

1.1

1.2

1.3

1.4

1.5

1.6

1.7

1.8

2.

2.1

2.2

2.3

2.4

2.5

2.6

Leerders wat deelneem aan die volgende sal onmiddellik onttrek word van toernooi. Ouers en afrigters sal in kennis gestel word

Gebruik of verspreiding van onwettige middels

Die besit van gevaarlike voorwerpe insluitend , messe, vuurwapens of enige ander item wat beserings kan veroorsaak

Die besit of rook van sigarette

Geen vandalisme aan eiendom van enige aard sal toegelaat word nie. *(Ouers sal verantwoordelik wees vir skade)*

Bakeiery, poging om aanranding, of aanranding

Seksuele teistering of aktiwiteite

Verlaat van speel area sonder toestemming of teenwoordige ouer.

Geen oorbelle word toegelaat

Leerders wat deelneem aan die volgende aktiwiteite sal eers 'n mondelingse waarskuwing ontvang en op tweede oortrede onttrek word van HCC. Die ouers sal in kennis gestel word.

Ooneerbiedig teenoor klub lede, amptenare, arbiters, spanleiers en enige personeel van HCC of enige ander Skaak klub personeel

Vloek, neerhalende opmerkings , onweloeglike gebare teenoor 'n teenstander, ouer of enige ander persoon

Kullery, of probeer om te bedrieg

Ingang van ongemagtigde gebiede

Intimidasie deur verbale of fisiese bedreiging (boelie)

Versuim om voorgeskrewe drag

Excessively noisy or unruly behaviour in or outside playing venue	2.7	Oormatig lawaaierige of oproerige gedrag binne of buite speel area
All FIDE rules will apply during tournaments, events and club meetings, unless otherwise announced by the HCC committee	2.8	Alle FIDE reëls is van toepassing tydens toernooie ,bykomstighede en ander aktiwiteite van HCC tensy anders aangekondig deur kommittee.
Please take note of the following:	3.	Neem asseblief kennis van die volgende:
Only officials (with tags) will be allowed on the floor of the playing venue during rounds. I.e. qualified Arbiter or representor of the club	3.1	Slegs beamptes van HCC sal toegelaat word op die vloer van die lokaal tydens rondtes
All parents, coaches, other family members must leave the playing area after the announcements are done and the round starts	3.2	Alle ouers , afrigters, ander familieledede moet die speel area verlaat na die aankondigings gedoen is
Players must leave the playing venue after their games are finished and their scores had been taken	3.3	Spelers moet die speel lokaal verlaat nadat hul wedstryde klaar en hul tellings geneem is
Only officials are allowed in the computer rooms/ other areas restricted to HCC committee members	3.4	Slegs beamptes word toegelaat in die rekenaarlokale / ander gebiede beperk tot amptenare van HCC
If a player will be absent for a specific round or withdraw due to illness parents must inform the HCC committee which will notify the arbiter.	3.5	Indien 'n speler afwesig sal wees vir 'n spesifieke rondte of onttrek word weens siekte, die ouers die arbiter moet inlig .
Parents/coaches are not allowed to query the arbiters or floor officials. If parents/coaches have any questions, those questions must be submitted to the respective team managers/team captain during breaks. The team manager will forward them to the applicable official and the team manager will give feedback to the parent/player	3.6	Ouers / afrigters word nie toegelaat om die arbiters of vloer amptenare te bevraagteken nie. Indien 'n ouer/ afrigter enige navraag het, hy dit dan sal voorlê aan die Spanbestuurder/ span kaptein tussen pouse. Die Spanbestuurder sal alle navrae verwys na toepaslike amptenaar en terugvoering aan die ouer/speler gee
No food allowed in the playing area	3.7	Geen kos word toegelaat in speel area nie.
Ensure that your children maintain to an acceptable noise level outside the playing venue	3.8	Verseker dat u kind/ers te 'n aanvaarbare vlak van geraas buite die lokaal speel onderhou
Do not put additional pressure on the players to win (it is stressful enough for them especially for the younger players). Remember that children are much more susceptible to body language than to verbal content	3.9	moenie bykomende druk op die spelers plaas om te wen (dit is stresvol genoeg vir hulle , veral vir die jonger spelers) . Onthou dat kinders is baie meer vatbaar vir lyftaal as om verbale inhoud
Give positive feedback even if they lost a game & be realistic about their abilities	3.10	Gee positiewe terugvoer aan u kind , selfs as hulle 'n wedstryd verloor. Belangrik om altyd realisties te wees oor u kind se vermoë
Always show good sportsmanship towards other players	3.11	Toon altyd goeie sportmanskap teenoor ander spelers
Respect the decisions of the arbiter, and teach your children to respect it too and become familiar with the chess rules.	3.12	Respekteer die besluite van die arbiter, en leer jou kinders om dit te respekteer en word familier met die skaak reëls.

Duties of Chess Club Committee Members

Chairman:

- a. Is the ultimate authority of the club and is thus ultimately responsible for the clubs actions
- b. He/she will see to it that the members of the executive Committee execute their duties and facilitate meetings
- c. The chair person will, when and if nominated, represent the club in negotiating and cooperating with other societies
- d. Has the power to disband the executive Committee, with proper motivation.
- e. Has the power to remove a member of the executive committee

Vice-Chair:

- a. Shall act on behalf of the Chairperson when he/she is unable to do so. In the chairperson's absence the Vice chair will assume all the powers and duties pertaining to the position of the Chairperson.
- b. Shall endeavor to assist the chairperson in any way possible.
- c. He/she shall setup general and specific rules to govern the club as a whole which will facilitate the smooth running of the club.
- d. He/she is responsible for structuring and keeping the Constitution up to date during his/her term as Vice chairperson.

Secretary:

- a. He/she is responsible for the administration of the club as a whole.
- b. He/she shall register new members and compile and administer a membership database.
- c. Setup action plans and duty lists in order to promote efficiency in the Executive Committee.
- d. Maintain an email list, contact list and HCC Whatsapp Group
- e. Take attendance quickly and efficiently, and keep permanent attendance records.
- f. Take minutes at every Committee meeting.
- g. He/she is responsible for the official communication of the club, be it internal or external.

Treasurer:

- a. Must understand and be comfortable with the book keeping system of the HCC.
- b. Must setup a preliminary budget for the club
- c. Assist the Chairperson in representing the club to all existing or potential sponsors and donors.

Coordinator of Development, advertising; and social media

- a. Responsible for shaping the public image of the club in consultation of the Chairperson.
- b. He/she must find ways in which the club can play an active and meaningful role in the development of the greater Hermanus Community.

- c. He/she will be assisting the secretary with all social media pages, advertising etc.
- d. He/she will be in charge of the league and team selections for club representation at the Overberg Chess federation chess league.

HCC CHAIRMAN

HCC SECRETARY

Signature 
Name: Martin Brink


Ethan Higham

