

**CONSTITUTION**  
**of the**  
**WESTVILLE COUNTRY CLUB**  
**SQUASH & RACKETBALL SECTION**

**1. NAME:**

The Squash & Racketball Section is a section of Westville Country Club (hereinafter referred to as the Club) and shall be known as the Westville Country Club Squash & Racketball Section (hereinafter referred to as the Section).

**2. HEADQUARTERS :**

The headquarters of the Section shall be at 1 Link Road, Westville.

**3. OBJECTIVES:**

The objectives of the Section are:

- 3.1 to provide all the necessary facilities for squash to be played at the Club;
- 3.2 to promote and foster good-fellowship through squash and racketball as a sporting activity of the Club;
- 3.3 to promote participation in tournaments and competitions run by the KwaZulu-Natal Squash Union and by the other associations and clubs; to arrange friendly matches against other associations and clubs as when desirable and to arrange exhibition matches and/or tournaments against/between highly ranked players from all over the world;
- 3.4 to arrange competitions between the members as and when-desirable;
- 3.5 to co-operate with the General Executive Committee of the Club in all aspects of its activities and to abide by the constitution of the Club in all matters.

**4. MEMBERSHIP:**

- 4.1 The Section shall be open to all and the number of members at any one time in each category shall be at the discretion of the Committee.
- 4.2 All applicants for membership shall be :
  - 4.2.1. members of the Club in good standing,
  - 4.2.2. proposed and seconded by members of the Section.

- 4.3 An application for membership of the Section must be submitted to a member of the Squash & Racketball Committee (hereinafter termed the Committee) on a form of which a stock is kept in the Club Manager's office and is available electronically on the Club's website. The application form must bear the names and signatures of the proposer and seconder who must be members of good standing.
- 4.4 The Committee shall have the right to accept, refuse or defer consideration of an application for membership. The decision of the Committee shall be by simple majority vote.
- 4.5 Applicants shall be advised of the decision of the Committee with regard to their application.
- 4.6 All applicants whose applications are accepted shall be entitled to view or be sent electronically a copy of the Constitution and Rules of the Section.
- 4.7 The decision of the Committee regarding applications for membership shall be final. The Committee shall be entitled whenever considered appropriate by it, to review an application for membership which was previously not accepted.

## **5. SQUASH & RACKETBALL COMMITTEE**

- 5.1 The affairs of the Section shall be conducted by a Committee consisting of a Chairman, a Secretary and at least three (3) and not more than six (6) other members. It is desirable that at least two (2) committee members are ladies.
- 5.2 Members of the Committee shall be elected annually at the Annual General Meeting of the Section. Nominations for membership of the Committee shall be made in writing by two (2) Section members in good standing as Proposer and Secunder and signed by the Nominee. Such nomination shall be handed to a committee member prior to the commencement of the Meeting. In the event of there being competition for election, this shall be decided by ballot. The notice calling for nominations for the Committee will be posted on the notice board by the Secretary at the squash courts and sent electronically to all Section members three (3) weeks before the Annual General Meeting. While all members of the Committee shall retire at the Annual General Meeting, it is desirable that the member holds office for *two* (2) consecutive years.
- 5.3 A Section member who is not in good standing shall not have the right to be nominated for membership of the Committee nor to vote nor to be present at any Annual General Meeting nor special/general squash meeting.
- 5.4 After the Annual General Meeting, the Committee shall elect its own Chairman, Vice-Chairman, Secretary and such additional office bearers from out of its own body as may be considered necessary by the Chairman and such sub-committees consisting of members of the Section as the Committee may consider necessary to deal with the various aspects of the Section's administration.

- 5.5 Thereafter the Committee shall meet as often as is deemed necessary but in any event, not less than six (6) times during the following twelve (12) months. Voting on all matters shall be decided by simple majority unless ruled otherwise by the Chairman and the Committee present and shall be by show of hands. The Chairman shall have a casting vote as well as a deliberate vote.
- 5.6 The management of the Section shall be vested in the Chairman.
- 5.7 The Secretary shall :
- 5.7.1 convene all meetings by issue of notice and agenda,
- 5.7.2 keep accurate minutes of all proceedings at meetings, a copy of which shall be circulated to each Committee member and a copy sent to the Secretary of the General Executive Committee of the Club.
- 5.8 The Chairman shall preside at all Committee meetings or in his absence the Vice-Chairman and failing that, a Chairman shall be elected for the meeting from those present.
- 5.9 Five (5) Committee members shall constitute a quorum, one of whom shall be the Chairman or his alternate but should the Committee consist of less than seven (7) members then the quorum shall be reduced to four (4).
- 5.10 The Committee shall have the authority to add to their numbers or replace a Committee member up to the maximum of eight (8) members by co-opting Section members in good standing.
- 5.11 Any Committee member unable to attend a committee meeting shall tender his or her apologies to the Secretary or Chairman in advance. The Committee shall be entitled to require any member who is consistently absent from meetings to resign from the Committee. Any member absent from three (3) consecutive meetings, without leave of the Chairman, shall cease to be a member of the Committee.
- 5.12 The Committee shall make such Rules as may be required from time to time and amend or add to existing rules as it deems fit. Alterations and/or additions to the Rules, introduced by the Committee from time to time, shall be circulated electronically to all Section members and posted on the Section notice board for a period of one (1) month. Objections to any proposed alterations and/or additions may be lodged by members in writing with the Secretary for further consideration by the Committee. No alterations and/or additions to the Rules shall be valid or operative unless approved by the General Executive Committee of the Club.
- 5.13 The Committee as a body shall be responsible for the administration of all affairs of the Section including settlement of disputes between members and the interpretation of the Constitution and Rules. Any decision made by the Committee shall be final.

5.14 The Committee shall be responsible for the arrangement of friendly matches with other clubs from time to time and for the arrangements and running of the annual club championship, handicap competitions and any other competition between the members of the Section.

5.15 The Committee shall be responsible for the arrangement of social events for members of the Section from time to time.

**6. ANNUAL GENERAL MEETINGS:**

6.1 An Annual General Meeting of the Section shall be held as soon as possible after the end of the squash season but not later than one (1) month before the commencement of the following KwaZulu-Natal squash league season.

6.2 The Secretary shall notify the Section members of the date and venue of such meetings by:

6.2.1 a notice sent electronically and posted on the Section notice board at the squash courts at least twenty-one (21) days before the date of the meeting, and

6.2.2 a notice and an agenda sent to all Section members not less than fourteen (14) days prior to the date of the meeting.

6.3 Section members wishing to raise matters involving an amendment to the Constitution at the Annual General Meeting shall notify the Secretary in writing of the matter to be raised at least twenty-one (21) days prior to the date of the meeting.

6.5 Twelve (12) Section members shall form a quorum. The following matters shall be dealt with at Annual General Meetings:

6.5.1 Confirmation of the minutes of the last Annual General Meeting.

Confirmation of the minutes of any Extraordinary General Meeting.

6.5.2 Matters arising from the minutes of the last Annual General Meeting.

6.5.3 Chairman's Report on the membership and activities of the Section during the proceeding twelve (12) months and on planned future projects and/or activities.

6.5.4 Election of Committee members for the ensuing year.

6.5.5 Any other matters including that referred to in paragraph 6.3.

6.6 At all general meetings of the Section, the Chairman shall preside or in his absence, the Vice-Chairman or in the absence of both, the meeting shall appoint a Chairman who shall have a casting vote as well as a deliberate vote.

**7. EXTRAORDINARY GENERAL MEETINGS:**

- 7.1 Extraordinary General Meetings of the Section may be convened by the Committee when deemed necessary.
- 7.2 The Committee shall be bound to call an Extraordinary General Meeting at the request of the Section members; provided that the request is made in writing, giving the reason for wanting the meeting to be held and signed by at least twenty-five (25) members of the Section. No other business shall be transacted at such a meeting.
- 7.3 The Secretary shall notify all Section members by notice to be sent to them electronically not less than fourteen (14) days prior to the date of such a meeting which notice shall include the time, venue and reason for the meeting.
- 7.4 Twelve (12) Section members shall form a quorum.
- 7.5 At all Extraordinary General Meetings of the Section, the Chairman shall preside or in his absence, the Vice-Chairman or in the absence of both, the meeting shall appoint a Chairman who shall have a casting vote as well as a deliberate vote.

**8. SUBSCRIPTIONS:**

- 8.1 Subscriptions to be paid by the Section members shall be decided by the Committee from time to time and shall be payable annually in advance. Changes in subscriptions are to be ratified by the General Executive Committee of the Club before being applied.
- 8.2 Subscriptions shall be paid to the management of the Club.

**9. DAMAGE:**

Neither the Section nor any member of the Committee shall be held responsible for any damage caused by/or to members or their visitors or their property nor for any personal injury sustained by members or visitors.

**10. RIGHT TO EXPEL AND DISCIPLINE:**

- 10.1 Should any member:
  - 10.1.1 fail to make payment of any monies due in respect of Section subscriptions or any other dues;
  - 10.1.2 commit any willful breach of the Constitution and Rules of the Section, or
  - 10.1.3 having been warned or notified by the Committee willfully introduce on to the Section premises any person whose presence thereon, in the opinion of the Committee, shall be prejudicial to the interests or reputation of the Section or objectionable to members, or
  - 10.1.4 be guilty of conduct unbecoming to a gentleman or lady

or prejudicial to the interests or reputation of the Section, whether on the Section's premises or outside thereon, or

10.1.5 in the opinion of the Committee be guilty of conduct offensive to Section members or the Committee,

the Committee shall after giving such Section member a reasonable opportunity of disproving the alleged breach or of explaining or justifying his conduct, have the power

- (a) to deprive such Section member of membership for such a period as the Committee may determine, or
- (b) to expel such member.

10.2 Any Section member temporarily deprived or permanently expelled, shall forfeit any entrance fee or subscriptions that may have been paid.

10.3 The quorum of a meeting of the Committee called for the purpose of considering suspension or expulsion of a Section member shall be six (6) Section members.

10.4 The decision of the Committee shall be by ballot and by a majority decision.

10.5 It shall not be incumbent upon the Committee to state its reasons for such suspension or expulsion.

## 11. **RESIGNATION OF SQUASH & RACKETBALL SECTION MEMBERS:**

11.1 Section members may tender their resignation by written notice only, addressed to the Secretary of the Committee who in turn shall notify the Club. Membership shall cease one (1) calendar month after the date of resignation.

11.2 Resignations from the Club shall be notified to the Secretary by the Section's representative(s) on the General Executive Committee of the Club.

## 12. **VISITORS:**

12.1 Visitors are individuals who are not Section members.

12.2 Visitors may play squash or racketball at the Section's facilities when:

12.2.1 Invited by Section members to play under their supervision on two (2) occasions per month during peak periods and no more than five (5) occasions during off-peak periods.

12.2.2 Playing with another visitor in which case play may only be during off-peak periods, restricted to a maximum of one (1) hour per day on no more than four (4) occasions per month, and with a charge for the squash court lights determined by the Committee.

12.3 Peak periods are those periods specified and determined by the Committee.

12.4 The Committee reserves the right to refuse to allow an individual to play as a Visitor and it shall not be incumbent upon the Committee to state its reasons for such refusal.

**13. USE AND HIRING OF COURTS FOR SPECIFIC PURPOSES:**

Provided the prior approval of the Chairman has been obtained, Section members may reserve a squash court for specific purposes, for example, an office tournament, without charge (except for the squash court lights). Club members who are not Section may hire a squash court for such purposes subject to the payment of a fee determined by the Committee. The Committee shall be entitled to make squash courts available for use by scholars attending schools in Westville *and for squash development*. The Committee shall have full discretion in this regard including the imposition of a hire charge. The courts shall not be so made available during peak periods.

**14. DRESS CODE:**

The dress of players, both Section members and Visitors, on and off the courts and in the Section's facilities and precincts, shall be determined by the Committee which shall be guided by the Rules currently recommended by SA Squash.

**15. COMPLAINTS:**

Section members having cause for complaint against a servant of the Club/Section shall present the complaint in writing to the Committee. All complaints shall be brought before the Squash Committee by the Secretary at the next Committee meeting.

**16. USE OF THE SQUASH & RACKETBALL SECTION FACILITIES AND RULES:**

Use of the Section facilities shall be determined from time to time by the Committee. The Committee shall be empowered to make such rules for the proper governance for the use of the facilities, including but not restricted to the squash courts and changing-rooms, from time to time as the Committee considers appropriate

**17. INTERPRETATION:**

In the event of any doubt as to the correct interpretation of the Squash & Racketball Constitution and Rules, the ruling of the Committee Chairman shall apply until the next committee meeting is held, when the matter will be considered, should this be necessary.

**18. CHILDREN AT THE SQUASH & RACKETBALL SECTION FACILITIES**

Parents shall at all times supervise the conduct of their children while their children are within or near the Section facilities, and shall remove from the facilities any child creating a distraction or causing a nuisance to other Section members.

**19. TEAM SELECTION:**

19.1 A notice advertising a social match, competition, tournament, *etc.* shall be sent electronically to Section members and shall be posted on the notice board at the Section facilities inviting Section members to participate.

19.2 The Committee shall be responsible for the composition of representative teams generally in accordance with the Section's squash and racketball ladders.

**20. RULES OF USE OF THE SQUASH & RACKETBALL SECTION FACILITIES**

The Rules and Regulations for the use of the Section facilities shall be displayed prominently on the noticeboard at the facilities. These may be updated from time to time by Committee to accord with guidelines of the World Squash Federation, Squash South Africa and other appropriate squash or racketball authorities.