

Constitution of the Netball Club, HKUSTSU

1 NAME

1.1 The name of the Club shall be "The Netball Club, HKUSTSU" in English and "香港科技大學學生會投球學會" in Chinese.

2 OBJECTIVES

2.1 The objectives of the Club shall be:

- (a) To promote netball in the Hong Kong University of Science and Technology;
- (b) To organize activities and netball courses for the Club members;

3.2 A Full Member shall be entitled to enjoy all facilities provided by the Club, to take part in all its activities, to attend and vote at all elections and meetings of the Club.

3.3 Associate Members, Life Members and Honorary Members shall be entitled to all the rights and privileges of Full Members, except they shall not have the right of Full Members to vote or to stand for election of the Club.

3.4 Only Full Members of the Students' Union shall be eligible for being full members or office bearers of the Club.

4 THE GENERAL MEETING

4.1 Any resolution passed by a majority vote in a General Meeting of the Club shall possess the highest authority. The resolution shall be abided by all members.

4.2 The business of the Annual General Meeting shall be:

- (a) To consider and if thought fit to approve the annual report of the Executive Committee;
- (b) To consider and if thought fit to approve the financial report of the Executive Committee;
- (c) To consider and if thought fit to approve the year plan of the Executive Committee;
- (d) To consider and if thought fit to approve the budget plan of the Executive Committee;
- (e) Any other business specified in the notice of meeting by the Executive Committee.

4.3 The Executive Committee shall give not less than three consecutive clear days' notice for a General Meeting of Full Members. The notice shall specify the date, time and venue of the meeting and the business to be transacted thereat.

4.4 The quorum for a General Meeting shall be no less than one-fifth of all full members of the Club.

4.5 No business shall be transacted at any General Meeting unless a quorum of full members is present at the time when the meeting

proceeds business and continues to be present until the conclusion of the meeting.

4.6 The Chairperson, or in his/her absence the Internal Vice Chairperson shall preside as chairperson at every General Meeting. If

5.2 The Executive Committee shall consist of the following members:

- (a) The Chairperson, who shall
 - (i) be the head of executive of the Club;
 - (ii) be responsible for administration of the Club; and
 - (iii) represent the Club externally;
- (b) The Internal Vice Chairperson, who shall assist the Chairperson in carrying out his/her duties and in addition, be responsible for all internal coordination of the Club;
- (c) The External Vice Chairperson, who shall assist the Chairperson in carrying out his/her duties and in addition, be responsible for all external matters of the Union;
- (d) The General Secretary, who shall assist the Chairpersons in carrying out their duties and in addition, be responsible for maintaining all minutes and documents of the Club;
- (e) The Financial Secretary, who shall be responsible for all financial matters of the Club;
- (f) The Public Relations Secretary, who shall be responsible for all matters concerning the public relations of the Club;
- (g) The Welfare Secretary, who shall be responsible for all matters concerning the welfare of members of the Club;

5.3 In addition to the duties as specified in 5.2, members of the Executive Committee shall collectively and individually be responsible for the performance of the duties of the Executive Committee under this Constitution.

5.4 The Chairperson, or in his/her absence the Internal Vice Chairperson, shall preside over and coordinate the work of the Executive Committee and individual office bearers.

5.5 The Chairperson, the Vice-Chairperson(s) and the Financial Secretary shall not hold any other positions in the Club.

6 FINANCE

6.1 Financial Year

The Financial Year shall follow the session of the current Executive Committee.

6.2 Executive Fund

6.2.1 The outstanding balance, membership fee, donation and proceeds of the last financial period shall be transferred to the Executive Fund.

6.2.2 All transactions of the Executive Fund shall be approved by the General Meeting.

6.2.3 All Executive Fund shall be used only for activities of the Club and other purpose that comply with the Club's objectives.

6.3 Financial Reports

At the end of each session, the Financial Secretary shall prepare an Annual Financial Report which shall be presented at the General Meeting.

6.4 Expenditure

Any expenditure of the Club shall be approved by the Executive Committee and signed by two of the three Executive Committee members including the Chairperson, the Financial Secretary and one Executive Committee member appointed among themselves.

6.5 Membership Fee

Members, apart from Life Members, shall pay full membership fee to the Association annually. The amount would only be revised at the General Meeting. Membership fee paid shall not be refundable.

6.6 Loans

6.6.1 The Executive Committee shall only borrow loans from any entity on behalf of the Club after approval in the General Meeting concerning such matter.

6.6.2 The Club shall not apply or accept any loans outside Students' Union (Those need financial assistance may approach Students' Union of Students' affair Office for help).

6.7 Fixed Assets

Disposal of any fixed assets with a balance greater than HK\$1,000 must be passed by the General Meeting.

6.8 Bank Account

The Club may open a current and/or savings account in any Government approved financial institutions under the name of the Club, provided that money can be withdrawn only with two signatures from the three authorized persons including the Chairperson, the Financial Secretary or one Executive Committee member.

7 ELECTIONS

7.1 The nomination of Executive Committee for the new session shall be commenced at least two weeks and terminated at least three clear days before the Annual General Meeting of the new session.

7.2 The Executive Committee of the current session shall form the Election Board to hold the election and design all regulations for the election.

7.3 The nominated Executive Committee shall be in the form of a cabinet.

7.4 The election shall be held during the Annual General Meeting for the new session.

7.5 Should there be only one nominated cabinet, the cabinet will automatically be the new Executive Committee of the Club. If there was more than one nominated cabinet, the one with the highest number of vote cast by those attending the Annual General Meeting will be the new Executive Committee of the Club.

7.6 The Executive Committee shall not give less than three consecutive clear day's notice for the election during the Annual General Meeting. The notice shall specify the date, time and the venue of the Meeting and the business to be transacted thereat.

8 CONSTITUTION

8.1 Amendment

An amendment to this Constitution may be made by a resolution of not less than two-thirds of the Full Members voting at a General Meeting for which proper notice has been given.

8.2 Interpretation

The Executive Committee shall have the sole right to interpret the Constitution.

9 DISSOLUTION OF THE CLUB

9.1 Dismission

The Executive Committee is automatically dismissed when either fifty percent of the Executive Committee resign from the office or the Chairperson and the two Vice Chairpersons resign from the office.

9.2 Fund

If Club funds remain, the fund should be go to the benefit of the Club members and not to be shared by the Executive Members.

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