

MILL HILL RESIDENTS

ASSOCIATION

CONSTITUTION

10 February 2000

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**MILL HILL RESIDENTS ASSOCIATION
(previously Mill Hill Park Association)**

CONSTITUTION

1. Name of Association

The name of the Association shall be "Mill Hill Residents Association", hereinafter referred to as "the Association".

2. Objects

The objects of the Association are;

- 2.1 To carry out whatever measures may be deemed necessary in order to reduce crime in the suburb of Mill Hill, Bryanston in co-operation with the South African Police or any other appropriate authority
- 2.2 To ensure that Erf 4780 Bryanston Extension 37 (hereinafter referred to as "Mill Hill Park") is at all times zoned, insofar as the appropriate Authorities are concerned, as a park for the benefit of local residents
- 2.3 To procure the up-keep and maintenance of Mill Hill Park and the cleaning of the streets and its verges of Mill Hill to a standard acceptable to the members of the Association
- 2.4 To take appropriate action whenever necessary to care for the welfare of all residents of Mill Hill
- 2.5 To do all such things as may be necessary for and incidental to such objects

3. Membership

- 3.1 Membership of the Association shall be open to any person who supports the objects of the Association
- 3.2 Any person desirous of becoming a member of the Association shall sign such application form as may be prescribed from time to time by the Committee. Such application shall be approved or disapproved by the Committee without giving any reason therefore. The applicant shall be informed in writing of the result of his/her application.
- 3.3 A signed application form shall be an acknowledgement on the part of the applicant that he/she has read and understands the provisions of the Constitution and that, upon being made a member, will be bound by such Constitution.

4. Register of Members

The Secretary shall keep an up-to-date register of the names of the members, their addresses and telephone numbers. It shall be the duty of each member to inform the Secretary of any change of address or telephone number.

5. Resignation of members

A member may at any time by giving notice in writing to the Secretary resign his membership of the Association.

6. Subscriptions

- 6.1 Members shall be required to pay such subscriptions as may be determined from time to time by the Committee of the Association
- 6.2 Subscriptions shall become due and payable on days determined by the Committee. Any member who has not paid his/her subscription within fourteen (14) days of the due date shall be liable to have their membership terminated at the option of the Committee.
- 6.3 The first subscription of a member shall be payable within thirty (30) days of him/her being informed of acceptance as a member in terms of Clause 3.2

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7. Liability of members

In the event of the Association being wound up, there shall be no liability incurred by any member other than in respect of unpaid subscription.

8. Composition of Committee

- 8.1 All members of the Committee shall be members of the Association
- 8.2 The Committee shall comprise not less than five (5) nor more than fifteen (15) persons
- 8.3 The members of the Committee shall elect from their number:
 - 8.3.1 The Chairperson
 - 8.3.2 The Secretary
 - 8.3.3 The Treasurer
- 8.4 Members appointed to the Committee in 1997 and each year thereafter, shall hold office for two years and shall be eligible for re-election.

9. Powers of the Committee

The management and control of the Association shall be vested in the Committee. More particularly, the Committee shall have the following special powers:

- 9.1 To acquire by purchase, exchange, lease, donation or in any other manner whatsoever movable property of all kinds, provided that any such acquisition (other than a donation) in excess of R5000 in value shall require the authorisation of members in General Meeting.
- 9.2 To deal in any manner whatsoever with any property of the Association, provided that any disposition of property of the Association in excess of R5000 in value shall require the authorisation of members in General Meeting.
- 9.3 To appoint sub-committees to assist it in the exercise of its functions and in the discharge of its duties.
- 9.4 In the case of an emergency arising and requiring immediate action, the Chairperson, Secretary and one other member of the Committee shall constitute an executive committee for the purpose of dealing with that emergency. Their action in this emergency shall be reported to the next Committee Meeting
- 9.5 To open an account with a financial institution for the purpose of depositing the Association's funds therein and making payment of the Association's liabilities therefrom.

10. Proceedings of the Committee

- 10.1 A quorum for a meeting shall be four (4)
- 10.2 The Committee shall meet at least once a month for despatch of business.
- 10.3 A member of the Committee may resign his/her seat at any time by giving written notice thereof to the Secretary.

11. Secretary

The Secretary shall:

- 11.1 Convene all meetings
- 11.2 Attend to all correspondence and be responsible for the issue of all notices
- 11.3 Cause minutes to be kept of all meetings of the Committee and Members
- 11.4 Distribute minutes of meetings of the Committee to each member of the Committee within ten (10) days after the meeting to which the minutes refer.



12 Finance

- 12.1 All funds relating to the Association which from time to time are received by the Association shall be deposited without delay to the account referred to Clause 9.5
- 13.2 All expenses of the Association shall be paid from the account referred to in Clause 9.5
- 13.3 The Treasurer shall keep reasonably detailed records of all receipts and payments relating to the Association and shall report at each monthly meeting of the Committee particulars of the income and expenditure of the Association since the date of the previous meeting.

13 Financial year

The first financial "year" shall end on 31 December 1996 and thereafter the financial year of the Association shall be from 1 January to 31 December.

14 Annual Financial Statements

- 14.1 The annual Financial Statements of the Association shall be prepared within two months of the financial year end
- 14.2 Such Statements, together with a Report from the Chairperson, shall be distributed to all members of the Association within three months of the financial year end.

15 Procedure to be followed in the election of the Committee

- 15.1 Simultaneously with the distribution of the Financial Statements the Secretary shall send a Notice to each Member calling for nominations for the Committee. Such Notice shall list the names of the retiring Committee members who are eligible for re-election.
- 15.2 If the number of nominations received is more than the number of vacancies, the election of the required number of members shall be conducted by means of a postal vote arranged by the Secretary.

16. Extraordinary General Meeting

- 16.1 The Committee at any time may convene an Extraordinary General Meeting of Members of the Association upon giving fourteen (14) days notice of such meeting stating the nature of the business to be transacted at the meeting. The Committee shall convene an Extraordinary General Meeting within twenty one (21) days of the receipt by the Secretary of a written requisition stating the object of the meeting, asking for such a meeting and signed by not less than five (5) members.
- 16.2 The quorum for an Extraordinary General Meeting shall be twenty (20) members
- 16.3 If there is no quorum within ten (10) minutes after the time of the meeting asked for by requisitionists, the meeting shall be abandoned
- 16.4 In the event of there being no quorum within ten (10) minutes after the time fixed for an Extraordinary General Meeting called by the Committee, the meeting shall stand adjourned for one (1) week at the same time, day and place, and at such adjourned meeting those present shall constitute a quorum
- 16.5 The business at an Extraordinary General Meeting shall be passed if not less than seventy five percent (75%) of those members present vote in favour of the business transacted.

17. Amendments to this Constitution

- 17.1 No alteration of, nor addition to, this Constitution shall be made except at an Extraordinary General Meeting convened for that purpose.



18 General Meetings - Generally

- 18.1 Notice shall be given by letter to each member of the place, date and time of the General Meeting so called and the business to be transacted thereat. The notice shall be delivered to the members' street address. The non-receipt by any member of any notice calling a General Meeting shall not invalidate the proceedings of any such meeting.
- 18.2 Except as provided in Clause 16.3 hereof every item of business submitted at a General Meeting shall be decided, in the first instance, by a show of hands. Unless at least five (5) members demand that any motion submitted to the meeting be voted by ballot, the Chairperson shall declare the vote by a show of hands
- 18.3 On a show of hands or on a ballot each member present and entitled to vote shall have one (1) vote

19 Non profit

As it is not the purpose of the Association to trade in order to make a profit, no distribution of profit, capital nor funds shall ever be made to members.

20 Dissolution of the Association

Should the Association be dissolved or liquidated, the whole of its assets, if any, shall be handed to any other non-profit making body, chosen by the Committee, whose objects include caring for the interests of ratepayers in Sandton as constituted prior to 1994.

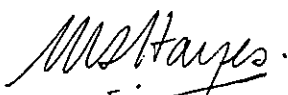
21 Copy of Constitution

A copy of the Constitution shall be made available to any member on application to the Secretary.

22 Date Constitution becomes effective

This Constitution which shall come into force with effect from 12 March 1996, was adopted at a Meeting of the Founder Members of the Association held on 12 March 1996

This is the Constitution as amended and adopted on 10 February 2000



Chairperson