



# MacRitchie Runners 25 Constitutions

## NAME

- 1 This Club shall be known as the MacRitchie Runners 25 (MR 25).

## PLACE OF BUSINESS

- 2 Its place of business shall be  
  
from time to time decided upon by the Management Committee subject to the approval of the Registrar of Societies.

## OBJECTS OF THE CLUB

- 3
  - a To promote distance running as a means of improving physical fitness.
  - b To sustain the interest of distance runners to keep training all the year around.
  - c To encourage runners to always strive to improve their level of aerobic fitness by continued regular and frequent long distance running.
  - d To organise regular Time Trial Runs in accordance with the above objectives.
  - e To participate in friendly competitive races organised by other athletic clubs or any organisation.
  - f To publicise all activities in connection with the objects of the Club.

## MEMBERSHIP

- 4
  - a Membership is open to all in Singapore regardless of age, sex, religion and nationality.
  - b Membership is unlimited.



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- 5
- a Membership is by invitation only. A person wishing to join the Club shall have to take part in a Time Trial held periodically at MacRitchie Reservoir. He/She must complete the 5km Time Trial (4.8km for women) 25 minutes or less.
  - b A copy of the Constitution of the Club shall be made available on the Club's website for all.
  - c Patrons may be appointed from well-wishers and friends of the Club.
  - d When a person is a member of two or more clubs, the Club which can show the longest unbroken period of membership shall have first claim upon his services.

### ENTRANCE FEES SUBSCRIPTION AND OTHER DUES

- 6 An entrance fees of \$20 is payable within 4 weeks of election to membership in default of which membership may be cancelled by order of the Committee. Students shall pay an entrance fees of \$5.
- 7
- a The yearly subscription fee is to be determined at the AGM. Student (under 18 years old) membership shall pay a reduced yearly subscription fee.
  - b Members joining within the period July 1 – December 31 shall pay \$30 for the second half of the year in which they become member, together with the subscription for following year.
  - c After five years of continuous membership, members may elect to become life members by payment according to the following rate:-

5 years	-	\$200/-
6 years	-	\$180/-
7 years	-	\$160/-
8 years	-	\$140/-
9 years	-	\$120/-
10 years and above	-	\$100/-

Life members will not be liable to pay any yearly subscription.



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- d Student Members are those who are below 18 years of age and are currently studying in recognized educational institution. They shall pay an annual subscription fee during the period of their studies.
  - e Members whose membership are terminated or ceased by the Management Committee are not allowed to reinstate as member provided they pay a penalty of \$100/-.
- 8 Yearly subscription are payable on admission and in advance within 30 days from the first day of the month in January. If a member falls into arrears with his subscriptions or other dues he shall be informed immediately by the Hon. Treasurer. If he or she fails to settle his arrears within 12 weeks of their becoming due he will automatically cease to be a member. Members whose membership are ceased may be reinstated by the Management Committee on a case-by-case basis. The member will have to pay a penalty of \$100 /- to be reinstated. After which, member may restart membership by paying annual subscription. Eligible members who had fulfilled five years of paid membership may have the option to join as life member, subject to the rates in 7c.
- 9 The rate of yearly subscriptions may only be varied by a general meeting of the members. Any special subscriptions for particular purposes may only be raised from members with the consent of a general meeting of the members.

### MANAGEMENT, GENERAL MEETINGS

- 10 The management of the Club is vested in a general meeting of the member presided over by the President. At least 20 members of the Club must be present at a general meeting for its proceedings to be valid.
- 11 An annual general meeting will be held in February. At other times a general meeting must be called by the President on the request in writing of 10 or more members and may be called at any time by order of the Committee.



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- 12 At least 2 weeks' notice will be given of an annual general meeting and at least 10 days' notice of any other general meeting and particulars of its agenda will be sent to each member 4 days in advance of the meeting. Notice of annual general meeting or any other general meetings shall be send out via email to members. If member's email is not available, a printed copy will be sent to the last known postal address.

The following points will be considered at the annual general meeting:-

- i) The previous year's accounts and report of the Committee.
- ii) The election of office-bearers for the following year.

Any member who wishes to place an item on the agenda of a general meeting may do so provided he gives notice to the Hon. Secretary one week before the meeting is due to be held.

- 13 In the event of there being no quorum, the meeting shall be adjourned to the same day for 1 hour and thereafter those present shall be deemed to constitute a quorum, but they shall have no power to alter, amend or make additions to any of the existing rules.

### MANAGEMENT COMMITTEE

- 14 A committee consisting of the following shall be elected at each annual general meeting:-

A President

A First Vice-President

A Second Vice-President

An Hon. Secretary

An Hon. Asst. Secretary

An Hon. Treasurer

5 Committee members

An Assist. Hon. Treasurer



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- 15 Names for the above offices shall be proposed and seconded at the annual general meeting and election will follow on a simple majority vote of the members. All offices may be re-elected year after year. The term of office of the Committee is two years.
- 16 A Committee meeting shall be held once in 2 months after 7 days' notice to Committee members. The President may call a committee meeting at any time by giving one day's notice. At least one half of the committee members must be present for its proceedings to be valid.
- 17 The duty of the committee is to organize and supervise the activities of the club and make decisions on matters affecting its running when the general meeting is not sitting. It may not act contrary to the express wishes of the general meeting without prior reference to it and always remains subordinate to the general meetings.
- 18 The approved signatories which include the Hon. Treasurer with either the President or the Hon. Secretary have the power to authorise the expenditure of a sum not exceeding \$5000 per month from the Club's funds for the Club's purposes.

### OFFICE-BEARERS

- 19 The duties of the office- bearers are as follows:-
  - a The President shall act as Chairman at all general and Committee meetings. He shall also represent the Club in its dealings with outside persons.
  - b The First Vice-President shall assist the President in promoting the objectives of the Club and deputise for the President in the latter's absence.
  - c The Second Vice-President shall assist the President in ensuring the smooth organisation and supervision of all activities of the Club. In the absence of both the President and the First Vice-President, the Second Vice-President shall deputise for the President.
  - d The Hon. Secretary shall keep all records, except financial, of the Club and shall be responsible for their correctness. He will keep minutes of all general and Committee meetings.



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- e The Hon. Asst. Secretary shall assist the Hon. Secretary in carrying out his duties and shall deputise for the Hon. Secretary in his absence.
- f The Hon. Treasurer shall keep all funds and collect and disburse all moneys on behalf of the Club and shall keep an account of all monetary transactions and shall be responsible for their correctness. He is authorised to spend up to \$500 per month for petty cash expenses on behalf of the Club. He will not keep more than \$500 in the form of cash and money in excess of this will be deposited in a bank to be named by the Committee. Cheques, etc for withdrawals from the bank will be signed by the President or Hon. Secretary in addition to the Hon Treasurer.
- g Any member of the Committee absenting himself from 3 meetings consecutively without satisfactory explanation shall be deemed to have withdrawn from the Committee, and a successor may be co- opted by the Committee to serve until the next annual general meeting.

### AUDIT

- 20 Two persons not members of the Committee will be elected as Hon. Auditors at annual general meeting and will hold office for two years only and may not be re-elected. They will be required to audit each year's accounts and present a report upon them to the annual general meeting. They may be required by the President to audit the Club's accounts for any period within their tenure of office at any date and make a report to the Committee.

### PROHIBITIONS

- 21
  - a Gambling of any kind is forbidden on the club's event venue and premises. The introduction of materials for gambling or illegal substance/drugs and of bad characters at club events or meetings or premises is prohibited.
  - b The funds of the Club shall not be used to pay the fines of members who have been convicted in court.



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- c The Club shall not attempt to restrict or in any other manner interfere with trade or prices or engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.
- d The Club shall not hold any lottery, whether confined to its members or not, in the name of the Club or its office-bearers, Committee or members.
- e The Club shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.

### AMENDMENTS TO RULES

- 22 No alterations or additions to these rules shall be made except at a general meeting, and they shall not come into force without the prior sanction of the Registrar of Societies.

### INTERPRETATION

- 23 In the event of any question or matter arising out of any point which is not expressly provided for in the rules, the Committee shall have power to use their own discretion.

### DISSOLUTION

- 24
  - a The Club shall not be dissolved, except with the consent of not less than 3/5 of the members of the Club for the time being resident in Singapore expressed, either in person or by proxy, at a general meeting convened for the purpose.
  - b In the event of the Club being dissolved as provided for above, all debts and liabilities legally incurred on behalf of the Club shall be fully discharged, and the remaining funds will be equally divided among all members.
  - c Notice of dissolution shall be given within 7 days of the dissolution to the Registrar of Societies.



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## ELECTRONIC TRANSACTIONS

- 25            a            Treasurer may use electronic transactions (e.g. Internet Banking) for the purpose of operating the club accounts (excluding payments out from club accounts). Only statement review and deposits are allowed.
- b            The club may use Paypal to receive payment for membership fees and event fees.