

**SOUTH AFRICAN BASS ANGLING ASSOCIATION**  
**BY-LAW "I" TO THE CONSTITUTION**



**MANAGEMENT OF SECTION/DISCIPLINE COMMITTEES**

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## 1. POLICY

The content of this By-Law shall always be subject to the Constitution, Rules and Regulations of SABAA.

## 2. DEFINITIONS

In this By-Law, unless otherwise indicated:

2.1. "Executive Committee" means the governing body of the Association when the General Assembly is not in session.

2.2. "Annual Report" means the annual reports of officials, as approved at the Annual General Meeting of the Association.

2.4. "Confederation" means the "South African Sport Angling and Casting Confederation" (SASACC) the coordinating body for all Angling in South Africa.

2.5. "Constitution" means the constitution of SABAA.

2.6. "Delegate" means a delegate of a Member Province appointed or delegated to represent the said Province at any General Meeting.

2.7. "Section/Discipline Committee" means the committee responsible for managing the section or discipline within the Association and to be elected during the discipline's Annual General Meeting.

2.8. "General Meeting" means a general meeting of the angling discipline or section and includes an Annual General Meeting, Midyear Meeting and can include Special General Meetings as required.

2.9. "International governing body" means the relevant body for coordinating fishing at an international level.

2:10. "Majority" supposes fifty per cent (50%) plus one (1) of the voting members of specific disciplines or sections.

2:11. "Republic" means the Republic of South Africa.

2.12. "Rules and Regulations" means rules and regulations approved by the General Meeting in terms of the Constitution and are contained in the By-Laws and By-Laws appended to the Constitution.

2:13. "SABAA" means the South African Bass Angling Association.

2.14. "SASCOC" means the "South African Sports Confederation and Olympic Committee".

2.15. "Angling" means all disciplines or sections of freshwater angling whose activities are approved by SABAA.

2:16. Words in the singular include the plural and vice versa.

2:17. Any word indicating a gender includes the other.

2.18. Section and paragraph headings are for purposes of reference and should not be used for the interpretation of this By-Law.

### 3. INTERPRETATION

3.1. The interpretation of the By-Law rests with the Section/Discipline Committee of the specific angling discipline or section or Association Management Committee whose interpretation will be final and binding on all affiliates and their members.

3.2. If interpretation of the By-Law is in question, should there be a dispute, the final interpretation will rest with the SABAA Management Committee whose interpretation will be and binding on all provincial affiliates and their members.

### 4. OBJECTIVES OF THE STANDING COMMITTEE

4.1. To act as the sole coordinating body of affiliated members participating in the specific angling discipline or section with regard to cooperation, negotiation and implementation of policies, rules, regulations and guidelines. The committee will at all times take such steps and actions as deemed necessary to ensure the functioning of the specific angling discipline or section for continued participation.

4.2. To function as the controlling body for all activities of the specific angling discipline or section and participants in such events that have an interest in the promotion, protection and sustainable utilization of resources in South Africa, according to the laws of the Republic.

4.3. To promote and maintain healthy relationships between SABAA, its affiliates and international angling governing bodies.

4.4. To take measures and implement, on behalf of the Association, freshwater angling between all people, regardless of race, religion or gender and to prevent, and act against, all forms of discrimination and inequality among both participants and administrators.

4.5. To remove the inequalities of the past in sports and recreational activities by optimizing the participation and involvement of disadvantaged communities. This in the participation in, and administration/management of freshwater angling.

4.6. Arrange on a yearly basis national championships and national trials to select representative teams and to attend authorised international championships and tournaments.

4.7. Select National Protea, Confederation and Association Angling Teams and apply to SABAA, SASACC and SASCOC for the allocation of colours to registered anglers, subject to the requirements set by colours regulations of the governing body (SASCOC). The selection of teams will be done according to the selection policy of the Association.

4.8. To create and enforce the rules, regulations and conditions of the facets or disciplines within the Association.

4.9. The Household rules, team selection policy, dispute resolution, disciplinary procedure policy and angling rules of the Association are supplemental to the Constitution of the Association and as such are subordinate to, and subject to, the rules and regulations of the Constitution.

4.10. The respective By-Laws mentioned aim, subject to these rules and regulations, to provide within the terms of the Constitution, clarity and detailed explanations of policy matters where there is little information in the Constitution of the Association.

4.11. The rules also aim to improve the management skills and efficiency of the Association by eliminating ambiguities and misunderstandings and ensure effective communication between the Association and its provincial affiliates.

4.12. The rules are binding on all parties in so far as they contain direct references to the Constitution and decisions taken at Annual General Meetings.

4.13. In the case of the Constitution amendments can only be accepted by means of prior notice and subsequent approval by a two-thirds majority vote at an Annual General Meeting. In the case of all By-Laws, if there is prior notice, only a majority vote is necessary for the changes to be ratified and in the case where there was no prior notice, approval will remain as the two-thirds majority vote for acceptance regarding the changes to, or abolishment of a rule.

4.14. If a Section/Discipline Committee received a mandate during that specific angling discipline or section's Annual General Meeting for a request for amendment to the Constitution or By-Laws, that Section/Discipline Committee must compile a motion which must be voted-on during the next SABAA Annual General Meeting. Such motion(s) must not be in contradiction to the Constitution, only then can they be considered for approval and ratification.

## 5. POWERS OF THE COMMITTEE

5.1. The committee is not a legal entity and does not exist autonomously or independently of its members and/or officials. It is not entitled to own Association assets and may not conclude legal transactions or take part in legal actions. The committee will continue regardless of changes in its membership and /or officials. Under this provision the committee may:

5.1.1. Take disciplinary actions against members.

5.1.2. Not enter into any legal transactions with movable or non-movable assets/goods/services/purchases/ sales/ rentals/ leases/ donations and mortgages.

5.1.3. Collect the fees and funds of the Association to allow payments, after approval by the SABAA treasurer, for applicable expenses would be better charges for angling activities.

5.2. To make rules and regulations regarding the specific angling discipline or section. To decide upon the circumstances where the rules and regulations may be changed and to bind members to these rules and regulations. Any changes to the rules and regulations must be approved or ratified at a SABAA Annual General Meeting.

5.3. The committee will hold the delegated power to administer or manage all assets, on behalf of the Association, of the specific angling discipline or section. Such powers will be delegated to the Committee by the SABAA Management Committee.

5.4. The committee may delegate powers to a sub-committee in respect of any matter under its jurisdiction and appoint persons to study that matter and investigate it according to the dispute resolution and disciplinary procedures.

5.5. The committee may reject or set aside any proposals, recommendations and decisions by the affiliated provincial members contrary to the objectives of the Association.

5.6. The Chairman and Secretary may sign official documents on behalf of the Association. In the absence of the Chairman transferred signing authority passes to the Vice-Chairman.

## 6. COMMUNICATION

The committee's official documents will be made available to the Association Secretariat and the Association's website for use by members and other users. The secretary or chairman will be the only official channel of communication to and from the Section/Discipline Committee.

## 7. MINOR STATUS OF THE COMMITTEE

7.1. A Section/Discipline Committee will be subordinate to SABAA and must comply with the Constitution, By-Laws and any directives issued from time to time by SABAA, provided that the regulations do not violate any provision of the relevant international body and SASACC to which the Association is affiliated.

7.2. In the case of a Section/Discipline Committee not abiding to the Constitution or the execution of instructions in terms of this Constitution or the By-Laws, the SABAA Management committee has the right to dissolve the Section/Discipline Committee and replace it with a newly elected or appointed Section/Discipline Committee. An interim management committee will manage the specific angling discipline or section until the Section/Discipline Committee is replaced/re-elected.

## 8. FINANCE

8.1. The financial management of the Section/Discipline Committee will be in consultation with the Association's Treasurer. Established guidelines and rules will determine the financial management policy.

8.2. All payments for, and on behalf of, the Section/Discipline Committee shall be by electronic banking. The authorization of such payments shall be limited to the SABAA President, Secretary and Treasurer upon receipt of written requests with accompanying invoices. Cash withdrawals must be limited to absolute necessities.

8.3. The funds collected by the Section/Discipline committee may be spent at the discretion of the SABAA Executive Committee in a direct or indirect way, provided such expenditure, in the opinion of the Executive Committee, is in the interests of, or for, the benefit of freshwater angling.

## 9. CONTROLLING BODIES OF THE ASSOCIATION

9.1. The composition of the Committee of a section or discipline can vary depending on the specific discipline or section. However, the following positions will, as standard, exist in the SECTION/DISCIPLINE Committee:

- 9.1.1. Chairman
- 9.1.2. Vice-Chairman
- 9.1.3. Secretary
- 9.1.4. Treasury Officer
- 9.1.5. Additional members (2)
- 9.1.6. Selectors (the number prescribed in the team selection Policy)

9.2. The Executive Committee of the individual sections or disciplines will consist of the following officials:

- 9.2.1. Chairman
- 9.2.2. Vice-Chairman
- 9.2.3. Secretary

9.3. Except when the Annual General Meeting of the section or discipline is in session, Executive members of the Section/Discipline Committee will be contacted in the event of urgent matters of whatever nature which require their input.

9.4. The Executive of the Section/Discipline Committee has the right to make decisions in all urgent matters affecting the interests of the section or discipline and its members. Executive Committee decisions will be binding on all concerned provided that such decisions taken regarding matters are consistent with the Constitution and Rules of the Association. Decisions taken are to be submitted to the Section/Disciplines and SABAA Annual General Meeting for perusal and approval.

9.5. An office-bearer can be removed from office if he, without a valid excuse "stay away from a meeting of the Executive Committee and/or the Annual General Meeting and/or be guilty of negligence and dereliction of duty, or as a result of the findings of a disciplinary committee where such a step was recommended.

## 10. ELECTION OF THE SECTION/DISCIPLINE COMMITTEE

10.1. The Representatives of provincial member bodies have voting rights in the election of the Section/Discipline Committee when required.

10.2. The Section/Discipline Committee will be elected by way of voting by the members present at the Annual General Meeting. The Section/Discipline Committee shall be elected for a period of four years. The elections will be in a staggered manner where the Chairman and the Treasurer will be electable in one year and the Vice-Chairman and Secretary will be electable in a different year.

10.3. The selectors are elected by way of voting by members present at the Annual General Meeting for a term of two years.

10.4. The Chairman of the Section/Discipline Committee is elected for a term of four years at the Annual General Meeting of the section or discipline. The election of the Chairman of Section/Discipline Committee must be ratified at the Annual General Meeting of the Association.

10.5. A vacancy occurring on the Executive Committee, with the exception of that of Chairman may be filled by the Executive Committee. If the Chairman's position becomes vacant, the Vice-Chairman will automatically act as Chairman until the next Annual General Meeting.

10.6. Nominations for the election of office bearers must reach the Secretary at least 40 days before the Annual General Meeting. If a nominee receives two or more nominations, he is duly proposed and seconded. If only one nomination is received, such a nominee must be duly seconded during the meeting. Members of provincial associations who are in arrears with the payment of membership fees, may not be appointed officials and will have no voting rights at General Meetings.

10.7. If no prior nominations were received, an election will take place with proper nominations and seconders from the floor at the Annual General Meeting. Candidates may be nominated for more than one portfolio provided that if the nominee is elected to a portfolio, the remaining nominations will automatically become void unless there is no other nominee for a portfolio. A nominee who is not present in the General Meeting during the election process, must have confirmed, in writing, that he is available for the position for which he is nominated.

10.8. The Secretary shall send a list of the nominated members at least 30 days before the Annual General Meeting to all member provinces and officials who are entitled to attend the meeting.

10.9. Before the start of the election, the meeting will appoint an elections chairperson and two other persons to handle the election. The election committee will consist of people who have not been nominated and they are not entitled to a vote for the positions under consideration at the Annual General Meeting. Therefore delegates voting on behalf of their province cannot form part of the election committee.

10:10. If more than one person is nominated for a position, a ballot, either secret or by show-of-hands, will take place. The candidate who receives the most votes will be elected. If there is a tie in the vote, there will be a second vote involving just those two candidates. If there is still a tie in the vote, the elections chair will draw one of the names and that person will then be declared duly elected.



10:11. The members eligible to vote during the Annual Meetings are as follows:

10.11.1. General business. The Section/Discipline Committee and the provincial representatives.

10.11.2. Election of Section/Discipline Committee. The provincial representatives.

## 11. MEETINGS AND QUORUM

11.1. Executive Committee (Excom) meetings:

11.1.1. The Executive Committee of the section or discipline meets at least three times a year on a date determined by the Executive Committee.

11.1.2. When it is deemed necessary, additional meetings of the Executive Committee will be convened by the Secretary in consultation with the Chairman or, in his absence, the Vice-Chairman. In urgent cases, such meetings may be by telephone or any other effective way to ensure a matter is dealt with as soon as possible.

11.1.3. Each present member of the Executive Committee has a vote. The Chairman, however, also has a casting vote.

11.2. Annual General Meeting:

11.2.1. An Annual General Meeting of the section or discipline shall be held once a year.

11.2.2. Committee members and provincial members will receive the agenda for discussion at least 40 days before the meeting as distributed by the Secretary.

11.2.3. If no formal notice regarding the submission of motions to amend the Constitution or the submission of discussion points is received from provincial members, that option will be deleted from the agenda.

11.2.4. There will be no "General" option on the agenda of the Annual General Meeting.

11.2.5. Notice of the meeting must be signed by the Secretary to be given to all provincial members and committee members, at least 30 days before the meeting. The notice must be accompanied by the following documents:

11.2.5.1. The agenda of the meeting.

11.2.5.2. The request for discussion points.

11.2.5.3. Nomination list for officials to be elected at the meeting.

11.2.5.4. The hosting of national championships rotation lists.

11.2.6. The agenda of the Annual General Meeting must provide, inter alia, for the following items:

11.2.6.1. Submission and acceptance of report of activities by the Chairman;

11.2.6.2. Correspondence;

11.2.6.3. Determination of dates of National Championships and tournaments;

- 11.2.6.4. Discussion points of matters of which notice has been given;
- 11.2.6.5. Discussion of circulated reports;
- 11.2.6.6. Election of the committee.

11.2.7. At least half of the number of delegates from the member bodies, plus the Section/Discipline Committee of the section or discipline shall constitute a quorum. If a quorum is not present, the members that are present have the power to convene the next meeting, where the members present then will form a quorum. The next meeting will take place within fourteen days on a date, time and place at which the members present decide upon. A minimum of seven days' notice of the next meeting must be circularised to all interested members.

11.2.8. Each provincial member shall be entitled to an accredited representative at a General Meeting. Such representatives must submit letters of authorization with the Secretary before the start of the meeting. The Secretariat must, at least seven (7) days in advance of the meeting inform the names of the persons who will attend to the Section/Discipline Committee.

### 11.3. Extraordinary (Special) Annual General Meetings:

11.3.1. A Special General Meeting of the Committee may be convened by the Executive and at least fifty per cent of the provincial members must be present. Such a request to hold a Special General Meeting should be convened by the Secretary on behalf of the applicants, with the acknowledgement of the Section/Discipline Committee. The reason or reasons why the meeting is required should be clearly explained.

11.3.2. The rules relating to decisions, notices and procedures as for an Annual General Meeting will be applicable and effective at Special General Meetings.

11.3.3. The Secretary shall convene such a meeting within forty-two days of receipt of such a request.

11.3.4. The quorum requirements for a Special General Meeting will be the same as for an Annual General Meeting.

11.3.5. At a Special General Meetings ONLY the matter for which the meeting is called for, will be discussed. No other business will be considered at that meeting.

## 12. SELECTION OF NATIONAL TEAMS

The team selection policy of the Association for each Section/Discipline is contained in a By-Law to the Constitution.

## 13. PROGRAMME OF THE ASSOCIATION

13.1. The Section/Discipline Committee Secretary is responsible for preparing the programme for the subsequent year and submitting it to the Association's secretary on or before May the 1<sup>st</sup> of each year.

13.2. The Committees' details of activities to be placed on the program, must be correlated with other committees' activities to avoid conflicting dates. If the program has to be amended for whatever reason, the details must be sent to the SABAA Secretary accordingly.

## 14. MISCONDUCT AND APPEALS

The procedure for dealing with misconduct and dispute resolution within the Association is contained in a By-Law to the Constitution.

## 15. RULES

The Association has rules and regulations which guide its activities and details its SECTION/DISCIPLINE Committee activities in more detail. These rules may not conflict with the provisions of the Constitution and cannot, without notice by a two-thirds majority vote at the SABAA Annual General Meeting be amended or repealed by a majority vote if due advance notice is given.

## 16. COMMUNICATION LANGUAGE

The English version of the Constitution will be considered in the event of a dispute as the official version. All official Association correspondence is conducted in Afrikaans and, where possible, in English.