

THE CONSTITUTION OF:

**THE
SOUTH AFRICAN FEDERATION
OF SLEDDOG SPORTS**

SHORT NAME:

S.A. F.S.S.

2008 02 09

ARTICLE 1: NAME

The name of the federation shall be THE SOUTH AFRICAN FEDERATION OF SLEDDOG SPORTS, also known as S.A.F.S.S.

ARTICLE 2: OBJECT

Section 1;

The object and purpose of this federation is to further sleddog sports in South Africa and will be achieved by the following:

- a. Promoting the education of dog mushers and event officials
- b. Promoting the public interest in the sport of sledding
- c. Encouraging cooperation between clubs and other organizations
- d. Standardising the rules and event management procedures.
- e. Maintaining the standard of the sport in South Africa with the INTERNATIONAL FEDERATION OF SLEDDOG SPORTS.
- f. Affiliating with the INTERNATIONAL FEDERATION OF SLED DOG SPORTS.
- g. Sanctioning events which promote sleddog sport in South Africa
- h. Ensure adequate control in the sport to protect the welfare of all animals.
- i. To achieve national and international recognition of the sport of sledding.

ARTICLE 3: MEMBERSHIP

Section 1; Qualification

Membership in the federation shall be accorded to any reputable person or organisations which seek to:

- a. Promote public interest in the sport of sledding and related activities
- b. Establish uniform rules and procedures for the conduct of sledding and related activities that will foster the safety of the mushers and animals involved.
- c. Promote the education of the federation's members on its rules, regulations and procedures.
- d. Inform and educate the members in the proper care and handling of the animals to ensure their humane treatment and to ensure identification and treatment of any health problems peculiar to the sled dog.
- e. Foster cooperation among all members and organisations.
- f. Participate as mushers in sleddog events in South Africa and Internationally

Section 2; Admission

- a. Membership in this federation may be obtained by submission of a written application by a Club supported by the Club Constitution for ratification by SAFSS. In the instance of no Club Constitution being held by the Club, the club will automatically adopt the SAFSS Constitution.
- b. The application and annual dues payable by the Club and its members shall be sent to the Secretary General of the federation for accepting the application to the membership.

Section 3; Classification and Vote

- a. Membership of Clubs in the federation shall consist of the following categories as determined by age. October 1st shall be used to determine the dependant's age for ensuing year :
- b. A child aged 6 to 12 years. For every 10 child members, the club will be entitled to one vote.
- c. A junior aged 12 to 18 years. For every 10 junior members, the club will be entitled to one vote.
- d. Senior members who will be older than 18 years. For every senior member in good standing, the club will be entitled to one vote.
- e. A member club shall be any reputable organisation interested in supporting the objectives

and purposes of the federation whose Constitution has been lodged with SAFSS. SAFSS may recommend changes to such Constitution in order to ensure that the club's objectives coincide with those of SAFSS.

- f. A sponsor shall be a company or corporation that supports the goals of the federation by making annual contributions as set forth in section 5. A sponsor shall not vote, hold office, or serve as a committee Chairman. A sponsor may request to have an individual event named using part or the entire sponsors name in its description.
- g. An honorary member shall be one who has membership conferred upon him/her by the board of directors for having made outstanding contribution to the federation. Honorary members shall not vote, hold office or serve as a committee Chairman.
- h. To be eligible to vote in elections qualified voters must be members in good standing.
- i. No person will be eligible to be nominated for a post as director, or allowed to continue in such office unless they are members of clubs and are in good standing.

Section 4; Voting procedure

- a. On matters requiring action by the general membership, the members of the club present may exercise their right to vote. or the club Chairman (or person duly nominated in writing by him/her) may exercise a proxy vote provided such proxy has been authorised in writing and signed by the club member.
- b. Each member club is entitled to one vote. The club vote shall be cast by the club's Chairman. Alternatively by a standing member of the said club with written consent of the club Chairman.
- c. Each voting member or group of voters in the Junior and Child categories may vote for no more than 7 (seven) candidates during the annual elections of the Board of SAFSS.

Section 5; Annual Dues

Entrance fees and subscriptions payable by the various categories of membership shall be as determined from time to time by the board of directors, but preferably at the before the commencement of the sledding season.

Section 6; Annual dues payment schedule

1. Annual dues for all categories of membership will be payable by April 1st.

Section 7; Fiscal year

The fiscal year shall be from March 1st to the end of the following year February.

Section 8; Delinquency

All dues set forth in section 5 are delinquent if not paid prior to April 1st

Section 9; Reprimanding/Expulsion/Suspension of a member or Club

Suspension

1. A member may be suspended from membership by a unanimous decision of the Board or a 2/3 majority decision of the General Assembly for any of the following reasons
 - a. Non-payment of any liabilities to SAFSS.
 - b. Failing to pay any annual membership fee due to SAFSS, after receiving at least one written notice from the Board or Treasurer that the member is in arrears.
 - c. Failure to comply with the provisions of this Constitution or the regulations appertaining thereto.
2. Suspension of membership by the Board may be appealed at the next immediate General meeting.

Expulsion

1. A member shall be expelled from membership in SAFSS on a resolution passed by a 2/3 majority of SAFSS in General or Special Meeting for any of the following reasons:
 - a. Refusal to pay any liabilities due to SAFSS
 - b. Non-payment of any membership fees due to SAFSS for two or more years.
 - c. Refusal to comply with the provisions of this Constitution or the regulations appertaining thereto.
 - d. After having been suspended for at least one year, and the reason for suspension

still prevails.

Section 10; Non discrimination

- a. The federation prohibits discrimination in any manner against any applicant or member because of such person's race, colour, religion, sex, national origin, as provided in the applicable law.
- b. The federation prohibits discrimination in any manner against any dog entered in a sanctioned event by reasons of its breed, pedigree, or lack of pedigree.

ARTICLE 4: ORGANISATION

Section 1; Structure

The federation shall comprise of Clubs that are recognised by the federation for the purpose of nominating and electing directors to the board of directors of the federation. Such Clubs shall operate normally within the borders of The Republic of South Africa.

ARTICLE 5: SAFSS BOARD OF DIRECTORS

Section 1

The board of directors shall comprise of 7 (seven) directors, no 2 (two) of which may be related or co-habitants.

Section 2; Administration

- a. Business and purpose of the federation shall be under the management control of the board of directors. The term of office for directors shall be 2 (two year)
- b. Immediate action may be taken by the President or the board of directors at any time provided a majority of directors' vote for such action by mail, e-mail, fax or by telephone. Telephone votes are to be confirmed by the director in writing to the Secretary General of the federation within three weeks. Voting details must be recorded by the Secretary General

Section 3; Resignation

A director may resign from the board of directors by submitting a written resignation to the board of directors or having it minutes at a board meeting.

Section 4; Removal of Directors

- a. A director may be subject to removal procedure provided that a petition to that effect is signed by 30% (thirty percent) of the voting members and sent to the Secretary General. A ballot to determine whether the named director is to be removed from office shall be mailed no later than 30 days (thirty) after the petition is received by the Secretary General.
- b. Members shall have at least 30 days (thirty) to cast their ballots and the deadline shall be indicated on the ballot.
- c. An affirmative vote of $\frac{2}{3}$ (two thirds) of the ballot received by the Secretary General prior to the voting deadline shall be required for the removal of a director.

Section 5; Vacancy

In the event of a vacancy on the board of directors, the remaining members of the board shall appoint a member in good standing to fill the vacancy for the remainder of the term. The duty of the vacant board position will be re-elected amongst the new board.

Section 6; Quorum

Four (4) directors shall constitute a quorum of any meeting of the SAFSS board of directors

ARTICLE 6: OFFICERS AND DUTIES

Section 1; Classification

- a. The elective officers of the federation shall be members of the SAFSS board of directors. There shall be a:
 - i) President of the board

- ii) Vice president
- iii) Treasurer
- iv) 4 Directors at large
- b. There shall be a Secretary General, who shall be responsible for the day to day running of the federation and will be appointed by the board of directors
- c. There shall be a public relations officer, who need not be on the board of directors
- d. There shall be a newsletter editor, who needs not to be on the board of directors
- e. The Secretary General will not be a member of the board
- f. The treasurer shall be a member of the board, but can not be the President or Vice President

Section 2; Duties

- a. The president has overall responsibility for all activities of the federation and reports to the board of directors. All other officers of the federation, including vice president, treasurer, public relations officer, secretary general, legal counsel and federations newsletter editor shall report to the president, shall preside at all meetings of the federation, the board of directors, countersign all contracts, appoint standing and special committees and assign such duties as necessary to the directors, and other officers.
- b. The vice-president acts for the president in the president's absence, and shall delegate another director to act in the vice-president's absence when appropriate.
- c. The treasurer shall be responsible for all the federation's financial affairs
- d. The secretary general shall record minutes of all federation and board meetings. The secretary general shall preside over the daily business activities of the federation, this shall include processing memberships, answering general communications by phone, e-mail, mail and fax, distribute letters and proposals at the request of directors and when indicated, committee chairman, process race schedules, sanctioning applications, race results, points standing and reports, for the federation's newsletter, process awards, certificates, etc. Maintain communication with the IFSS and other international sleddog bodies. Liaise with Kennel Union when necessary. The secretary general shall endeavour to attend all SAFSS meetings and maintain communications between board members.
- e. The public relations officer shall be responsible for the publicity, promotions, public relations and activities of the federation.
- f. Represent SAFSS at representative sports organisations in South Africa or abroad
- g. Determine the event and classes that will constitute the South African Championships that must be scheduled annually

ARTICLE 7: FINANCES

Section 1; Audit

The financial records of the federation shall be audited annually by a certified accountant. His/her report shall be presented to the members at the annual AGM.

Section 2; Cheque account

- a. A cheque account shall be opened at a suitable bank for the purposes of depositing fees and income, and the payment of debts due by the federation.
- b. No member of the board of directors may be held personally responsible for debts incurred by the federation unless such director has performed a criminally fraudulent act.
- c. The chequebook shall be held by the treasurer or his designate.
- d. All cheques issued by the federation shall be approved at meetings of the board. All cheques must be signed by 2 of 3 signatories.
- e. EFTs can be done, but with written permission by the President and one other Board member.

ARTICLE 8: NOMINATIONS AND ELECTIONS OF OFFICERS

Section 1; Nominations

- a. Nominations for directors of the board shall be made by SAFSS members from the floor at

the AGM.

- b. All nominees must be members of good standing of SAFSS.
- c. The list of names of nominees shall be displayed prominently where all voting members present can see them.

Section 2; Elections

- a. The current president or his representative shall direct the election process.
- b. Elections shall be by written ballot.
- c. Each ballot paper shall contain space to write the names of nominees required for the post of director.
- d. Each member of good standing with voting rights shall receive one ballot.
- e. The names of not more than seven (7) nominees should be written on each ballot paper by the person eligible to vote.
- f. At least two independent members present must count the votes and agree on the result.
- g. The nominees achieving the most votes shall be elected to the board of directors.
- h. A ballot paper containing more names than required will be considered a spoiled paper.

ARTICLE 9: MEETINGS

Section 1; Annual meetings

- a. There shall be an AGM of the federation before 1 March of each year, the place and exact date of each AGM shall be set by the SAFSS board of directors.
- b. There shall be an annual meeting of the new SAFSS board of directors within one (1) week of the AGM to elect the president, vice-president and other officers.
- c. The board of directors shall meet on a monthly basis during the sledding season, March to September, and when requested to do so by a director during the off season.

Section 2; Special Meetings

- a. A special general meeting of the federation may be called by the SAFSS board of directors or by notification in writing signed by one third (%) of members of good standing to the secretary general
- b. A special meeting of the board of directors may be called by the president at any time.
- c. Meetings of the committees may be called at any time by the President of the board and may request the report of a committee at any time

Section 3; Notice

The date, time and location of each AGM or special meeting called by the membership shall be published thirty (30) days in advance of the meeting

Section 4; Agenda

- a. Items for the agenda of all AGM and special meetings must be communicated to the secretary general at least fifteen (15) days prior to such a meeting in order to be discussed.
- b. Items not on the agenda at such meetings may not be discussed.
- c. All proposals not concerning changes to the constitution may be implemented by simple majority at such meetings.

ARTICLE 10: AMENDMENTS OF CONSTITUTION AND BYLAWS

Section 1;

- a. This constitution and bylaws may be amended by an affirmative vote of two thirds ($\frac{2}{3}$) of members of good standing with voting rights present at the AGM or special meeting.
- b. Amendments to the constitution must be on the meeting agenda as stipulated in article 9 section 4 a.

ARTICLE 11: EVENTS

Section 1; Sanctioning

- a. The federation will sanction events which fulfil the objectives of the federation as specified in article 2
- b. Such sanctioning will take the form of supporting events falling into the following categories
 - i) Organised events by individuals, or clubs which involve the use of time trials to establish a winning team and musher, with the purpose of awarding points.
 - ii) Organised events by individuals or clubs which involve the competition of teams in time trails or endurance tests for an award or title to dogs or musher
 - iii) Organised events by individuals or clubs which involve the competition of dogs and mushers in fun events prizes or cups.
 - iv) Organise events by individuals or clubs for training or fun purposes with timing for prizes or awards.

Section 2; Rules

- a. The federation will follow the general rules for competition issued by the IFSS, as amended from time to time.
- b. Variations to these rules to suit local conditions and specific events are allowed provided the safety of dogs, mushers and spectators are not compromised.
- c. The SAFSS board of directors will make decisions on particular aspects of the enforcement of rules where necessary.

Section 3; Points

The SAFSS directors will from time to time decide on a point structure on sanctioned events.

ARTICLE 12: DISSOLUTION

Section 1; Dissolution

- a. The federation may be dissolved at any time by written consent of no less than two thirds ($\frac{2}{3}$) of the total eligible voters of the federation.
- b. In the event of the dissolution of the federation, whether voluntary or involuntary, or by operation of law, none of the property of the federation, nor any assets of the federation, shall be distributed to any members of the federation, but after payment of debts of the federation, its property and assets shall be given to a charitable organisation selected by the SAFSS board of directors.