

CONSTITUTION OF  
SINGAPORE PICKLE-BALL ASSOCIATION (SPA)

1 NAME

- 1.1 This Association shall be known as the "Singapore Pickle-ball Association (SPA)", hereinafter known as the "Association".

2 PLACE OF BUSINESS

- 2.1 Its place of business shall be at "373, Guillemard Road, Singapore 399780" or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies. The Association shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.

3 OBJECTS

- 3.1 Its objects are: -
- (a) to promote pickle-ball as a form of recreation in Singapore;
  - (b) to develop the knowledge and skills of local pickle-ball players to international standard.
  - (c) to promote friendship and exchanges with similar organisations outside Singapore;

4 AFFILIATION

- 4.1 The Singapore Pickle-ball Association (SPA) shall affiliate itself with the Pickle-ball Association of U.S.A.

5 MEMBERSHIP

5.1 Affiliate Membership

- (a) Affiliate membership is open to all community centres/clubs, and any other organised groups in and outside Singapore which are interested in pickle-ball. However affiliate outside Singapore shall not have voting rights and shall not be eligible to hold any office in the Association.
- (b) Each Affiliate member shall be represented by a maximum of two representatives upon personal presentation at the General Meeting or an authorised letter of representation/credentials from that Affiliate member.

Each Affiliate shall be given one vote at the General Meeting which shall be exercised by its designated representative.

5.2 Individual Membership

- (a) Individual membership is open to all residents in Singapore who are interested in pickle-ball, regardless of sex, race, religion and age. The Association shall have unlimited individual membership. Individual members shall not have any voting rights.

5.3 Any organisation or person wishing to join the Association should submit his name on a prescribed form to the Honorary Secretary. The name of an applicant will then be posted on the notice board in the Association's premises for one week at the end of which time the applicant will be eligible for membership provided there are no objections. In the event of objections being raised, the Committee will decide on the matter. A copy of the Constitution of the Association shall be provided to every approved applicant who has paid its affiliation fee.

6 ENTRANCE FEES, SUBSCRIPTIONS AND OTHER DUES

- 6.1 An entrance fee of S\$5.00 is payable within two weeks of election to membership in default of which membership may be cancelled by order of the Committee.
- 6.2 An affiliation fee of S\$50.00 per annum is payable by Affiliate Members to the Association.
- 6.3 A monthly subscription of S\$1.00 shall be paid by all Individual members to the Honorary Treasurer which may be paid in advance on an annual basis of S\$12.00 per annum.
- 6.4 For retiree members, the entrance fee is waived and the monthly subscription is reduced by half.
- 6.5 Monthly subscriptions are payable in advance within the first week of the month and annual affiliation fees are payable within the first two weeks of the year. If a member falls into arrears with his subscription or other dues, he shall be informed immediately by the Honorary Treasurer. If he fails to settle his arrears within four weeks of their becoming due, the President may order that his name be posted on the Association's notice board and that he be denied the privileges of membership until he settles his account. If he falls into arrears for more than 3 months'

dues in his monthly subscription or more than three months in his annual affiliation fee, he will automatically cease to be a member and the Committee may take legal action against him provided that they are satisfied that he has received due notice of his debts.

- 6.6 Any additional fund required for special purpose may only be raised from members with the consent of a general meeting of the members.

## 7 SUPREME AUTHORITY AND GENERAL MEETINGS

- 7.1 The supreme authority of the Association is vested in a general meeting of the members presided over by the President.
- 7.2 A Biennial Annual General Meeting shall be held in March every 2 years.
- 7.3 At other times, an Extraordinary General Meeting must be called by the President on the request in writing of not less than 30 per cent of the total voting membership and may be called at anytime by order of the Committee. The notice in writing shall be given to the Honorary Secretary setting forth the business that is to be transacted. The Extraordinary General Meeting shall be convened within two months from receiving this request to convene the Extraordinary General Meeting.
- 7.4 If the Committee does not within two months after the date of the receipt of the written request proceed to convene as Extraordinary General Meeting, the members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving 10 days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Association's notice board.
- 7.5 At least two week's notice shall be given of an Annual General Meeting and at least ten days' notice of an Extraordinary General Meeting and particulars of its agenda will be given to members four days in advance of the meeting.
- 7.6 The following points will be considered at the Annual General Meeting:-
- (a) The previous financial year's accounts and annual report of the Committee.

(b) The election of office-bearers and Honorary Auditors for the following term, where applicable.

- 7.7 Any member who wishes to place an item on the agenda of a general meeting may do so provided he gives notice to the Honorary Secretary ten days before the meeting is due to be held.
- 7.8 At least one quarter of the total voting membership present at a general meeting shall form a quorum.
- 7.9 In the event of there being no quorum at the commencement of a general meeting, the meeting shall be adjourned for half an hour and should the number then present be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to amend any of the existing rules.

## 8 MANAGEMENT AND COMMITTEE

- 8.1 The administration of the Association shall be entrusted to a Committee consisting of the following to be elected at each alternate Annual General Meeting:-
- (a) A President
  - (b) A Vice President
  - (c) An Honorary Secretary
  - (d) An Honorary Treasurer
  - (e) Six (6) Ordinary Committee Members
- 8.2 Nomination for the above offices shall be drawn only from and proposed and seconded by those authorised representatives of Affiliate Members and Individual members who are above 18 years of age present at the Annual General Meeting. Nominees shall be proposed and seconded at the meeting and election shall follow on a simple majority vote of the affiliates represented. All office-bearers, except the Honorary Treasurer may be re-elected to the same post for a consecutive term of office. The term of office of the Committee is two years.
- 8.3 Election will be either by show of hands or, subject to the agreement of the majority of the voting members present, by secret ballots. In the event of a tie, the Chairman of the meeting shall have a casting vote
- 8.4 A committee meeting shall be held at least once every three months after giving 14 days' notice to Committee Members. The President may call a committee meeting at any time by

giving 10 days' notice. At least half of the Committee Members must be present for its proceedings to be valid.

- 8.5 Any member of the Committee absenting himself from three meetings consecutively without satisfactory explanations 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. Any change in the Committee shall be notified to the Registrar of Societies within two weeks of the change.
- 8.6 The duty of the Committee is to organise and supervise the daily activities of the Association. The Committee may not act contrary to the expressed wishes of the general meeting without prior reference to it and always remains subordinate to the general meetings.
- 8.7 The Committee has power to authorise the expenditure not exceeding the budget as approved by the General Meeting from the Association's funds for the Association's purposes.

## 9 DUTIES OF OFFICE-BEARERS

- 9.1 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 Association in its dealings with outside persons.
  - (b) The Vice-President shall assist the President and deputise him in his absence.
  - (c) The Honorary Secretary shall keep all records except financial, of the Association and shall be responsible for their correctness. He will keep minutes of all general and committee meetings. He shall maintain an up-to-date register of member at all times
  - (d) The Honorary Treasurer shall keep all funds and collect and disburse all monies on behalf of the Association and shall keep an account of all monetary transactions and shall be responsible for their correctness. He is authorised to expend up to S\$100.00 per month for petty expenses on behalf of the Association. He will not keep more than S\$100.00 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 withdrawal of a sum not exceeding S\$10,000.00 from the bank will be signed by the President, or Vice-President in addition to the Honorary Treasurer. Any withdrawal per cheque of sum/amount exceeding S\$10,000.00 must be counter-signed by a third signatory, the Honorary Secretary.

- (e) The Ordinary Committee Member shall assist in the general administration of the Association and carry out any other duties assigned by the Committee.

## 10 AUDIT AND FINANCIAL YEAR

- 10.1 Two representatives of Affiliate Members or Individual members, not being members of the Committee, shall be elected as Honorary Auditors at each Annual General Meeting and will hold office for a term of two years only and shall be eligible to be re-elected for a consecutive term. The accounts of the Association shall be audited by a firm of Certified Public Accountants if the gross income or expenditure of the Association exceeds \$500,000 in that financial year, in accordance with Section 4 of the Societies Regulations. They:
  - (a) Will be required to audit each year's accounts and present a report upon them to the Annual General Meeting.
  - (b) May be required by the President to audit the Association's accounts for any period within their tenure of office at any date and make a report to the Committee.
- 10.2 The financial year shall be from 1st January to 31st December.

## 11 VISITORS AND GUESTS

- 11.1 Residents in Singapore may be admitted into the premises of the Association but they shall not be admitted to the privileges of the Association nor shall they be admitted into the premises more than six times in a calendar year. These visits are to be confined to not more than once in 14 days.
- 11.2 A Visitors' Book shall be kept, in which shall be entered the names of all visitors and guests, together with the names and signatures of the members nominating them and the dates of their visits. No person shall be a visitor or guest till his name has been entered in this book.

## 12 PROHIBITIONS

- 12.1 Gambling of any kind, whether for stakes or not, is forbidden on the Association's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.
- 12.2 The funds of the Association shall not be used to pay the fines of members who have been convicted in Court.

- 12.3 The Association shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.
- 12.4 The Association shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangement with its members which has the purpose or is likely to have the effect of fixing or controlling the price or any discount, allowance or rebate relating to any goods or service which adversely affect consumer interests.
- 12.5 The Association shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.
- 12.6 The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its office-bearers, Committee or members unless with the prior approval of the relevant authorities.
- 12.7 The Association shall not raise funds from the public for whatever purposes without the prior approval in writing of the Head, Licensing Division, Singapore Police Force and other relevant authorities.

### 13 AMENDMENTS TO RULES

- 13.1 No alteration or addition/deletion to these rules shall be made except at a general meeting and with the consent of a simple majority of the voting members present at the general meeting, and they shall not come into force without the prior sanction of the Registrar of Societies.

### 14 INTERPRETATION

- 14.1 In the event of any question or matter pertaining to day-to-day administration which is not expressly provided for in the rules, the Committee shall have power to use their own discretion. The decision of the Committee shall be final unless it is reversed at a general meeting of members.

### 15 DISPUTES

- 15.1 In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an Extraordinary General Meeting in accordance with the rules in the constitution. Should the members fail to resolve the matter, they may bring the matter to a court of law for settlement.

## 16 DISSOLUTION

- 16.1 The Association shall not be dissolved, except with the consent of not less than three-fifth of the total voting membership of the Association for the time being resident in Singapore expressed, either in person or by proxy, at a general meeting convened for the purposes.
- 16.2 In the event of the Association being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Association shall be fully discharged, and the remaining funds will be donated to an approved charity or charities in Singapore.
- 16.3 A Certificate of Dissolution shall be given within seven days of the dissolution to the Registrar of Societies.

