

Cricket Club

The Hong Kong University of Science & Technology Students Union

Constitution

Written :October 2011

Section 1: General

Article 1: Name

The full name of the club shall be Cricket Club, in English.

Article 2: Objectives

- Obtain recognition for Cricket as an official sport in HKUST
- Further Promote Cricket as

All part-time students and staff of The Hong Kong University of Science of Technology or those with at least one year membership of the Club shall be eligible to apply for Associate Membership.

- Honorary Membership

Any person recommended by the Executive Committee shall be eligible for Honorary Membership.

Article 2: Privileges

(a) All members of the Club shall enjoy the following privileges:

- To make use of all services and facilities provided by the Club
- To be eligible for membership of sub-organizations of the Club
- To have the speaking right in any General Meeting

(b) Full member of the Club may vote at General Meetings of the Club and may vote, nominate, and to be nominated for election and be eligible for office in the Club.

Article 3: Obligation

All members shall:

- Abide by the constitution of the Club
- Abide by the resolutions of General Meetings
- Pay the annual membership fee

Section 3: General Meeting

Article 1: General

(a) Authority

The resolution(s) of a General Meeting shall possess the highest authority.

(b) Chairperson

1. The General Meeting shall be chaired by the chairperson of the Executive Committee, or in his/her absence, the vice-chairperson of the Club.
2. If the chairperson and the vice-chairperson of the Executive Committee are absent, the meeting shall be chaired by a full member appointed by the Executive Committee at that time.
3. The chairperson shall have the casting vote.

(c) Notice

An official notice and an agenda of a General Meetings of the Club shall be posted a week in advance.

(d) Quorum

1. No less than ten members or ten percent of Full Members of the Club shall form a quorum of a General Meeting.
2. If quorum is not reached after half an hour of the time scheduled for the commencement of a General Meeting, the meeting shall be adjourned to the same day in the following week with notice posted three days in advance of the meeting, and if at that meeting, a quorum is still not reached, all Full Members present shall form a quorum
3. If quorum is not reached after half an hour of the time scheduled for the commencement of an Extraordinary General Meeting, the meeting shall be cancelled.

Article 2: Annual General Meeting

(a) Occurrence

An Annual General Meeting shall be held at least once in each academic year.

(b) Business

1. To receive and adopt the minutes of the previous Annual General Meeting together with the minutes of all extraordinary general meetings, which may have been held since the previous Annual General Meeting
2. To adopt the agenda of the Annual General Meeting
3. To receive and adopt the annual report for the current session of the Club
4. To receive and adopt the financial report including an audited financial statement and a balance sheet of the Financial Secretary of the current session of the Club
5. To receive and adopt the year plan and the financial budget for the coming session
6. To recommend the election of any Honorary Members
7. To pass amendments to the Constitution, if any
8. To discuss Any Other Business specified in the agenda of the meeting (In case othere is A.O.B., the Club shall state that no other discussion is allowed other than thos already listed in the agenda)

Article 3: Extraordinary General Meeting

(a) Occurrence

1. The chairperson seconded by at least three Executive Committee members, shall have the right to convene an EGM of any purpose whenever necessary

2. The chairperson shall convene an EGM upon a requisition signed by not less than one-fifth of the full members of the Club, such requisition shall specify the objects of the proposed meeting

(b) Business

Business not stated on the agenda shall not be discussed in any Extraordinary General Meeting unless the consent of more than one half of the full members present there is reached.

Article 4: Voting

(a) Motions will not be valid if they are not seconded

(b) If there is no opposition against the seconded motion, the motion shall be adopted

(c) If there is an opposition against the seconded motion, a poll shall take place under the fulfillment of the quorum (refer to Constitutions section3, Article 1d) Quorum). Simple majority shall be applied as the method of voting. If the quorum is not fulfilled according to the Constitutions section3, Article 1d) Quorum, the Annual General Meeting shall be suspended. The duration of the suspension shall be decided by the Chairperson of the Annual General Meeting.

Section 4: Election

Article 1: Election Board

1. The Election shall be conducted by an Election Board consists not less than 5 Full Members appointed by the Executive Committee of the current session (except the first year)
2. Members of the Election Board shall not nominate, second, vote or to be nominated in the election
3. The election board shall be responsible for counting the votes

Article 2: Nomination

1. The length of the nomination period shall not be less than one week
2. The Executive Committee shall be elected in form of a cabinet
3. Nominations, in prescribed form, shall be submitted to the Election Board before the closure of nomination period. The nomination must be seconded by at least one full member
4. Each candidate can only join one cabinet

Article 3: Voting

1. Voting shall be in straight secret ballots

2. In case of two or more cabinets, the cabinet with the highest vote shall be elected into office
3. In case of one cabinet, the cabinet is successful upon receiving at least 50% of valid votes in favour
4. Notices of Election Day shall be posted seven days beforehand
5. The result of the Annual Election shall be valid provided the number of valid votes cast is not less than 30% of the Full Members of the Club, and the number of votes cast is not less than 75% of the total votes
6. In case there is only one nominated cabinet and it receives more non-confidence votes over confidence votes, the matter shall be resolved in the Annual General Meeting
7. An abstained vote shall not be counted as "for" or "against" the cabinet
8. The result of the Election shall be declared three days after Election

Article 4: Complaints

1. Complaints of the election shall be directed to the Election Board in writing within twenty four hours after the announcement of the election result
2. All complaints and appeals shall be supported by evidence and duly signed
3. Any appeals or complaints should be seconded by at least one Full Member of the Association
4. If no complaints is received, an official result shall be made twenty four hours after the announcement of the election result
5. If complaints were received, the Election Board shall convene a meeting to adjudicate them
6. No official result shall be made until all complaints have been settled

Section 5: Executive Committee

Article 1: Session of the Executive Committee

The Executive Committee shall hold office from the conclusion of the Annual General Meeting in the year of their election until the conclusion of the Annual General Meeting in the following year.

Article 2: Composition and Job Description

- (a) The minimum and basic posts of the Executive Committee shall be the Chairman, Internal Vice-Chairman, External Vice-Chairman, Secretary and Financial Secretary, 5 posts.
- (b) The Executive Committee may add some additional posts into her cabinet while the additional posts shall be defined in the By-law. This addition of posts shall be subject to be approved in General Meeting.

(c) Chairman is the chief executive of the Club shall represent the Club to communicate with external bodies and shall chair the General Meetings and Executive Committee meetings.

(d) Vice-Chairman shall assist Chairman on administration affairs.

(e) Financial Secretary shall be responsible for all financial affairs.

(f) The Chairman, The Vice Chairman and The Secretary shall not hold any other position in the Execution Committee.

Article 3: Authorities and Responsibilities

The Executive Committee shall:

(a) Represent the Club in all matters,

(b) Have the right to appoint sub-committees and delegate power to them. Each sub-committee shall include at least one member of the Executive Committee.

(c) Have the right to interpret the Constitution of the Club

(d) Have the right to repudiate members if they disobey the obligations of members.

Article 4: Resignation

(a) Any Executive Committee Member who wishes to resign shall inform the Committee and all other members of the Club by a signed letter at least 14 days before the effective date of resignation. A notice concerning the resignation shall also be posted.

(b) Any Committee Member, having committed any illegal acts in the name of the Club, or been found negligent for his/her duties, may be requested by the Executive Committee to resign at an Extraordinary General Meeting.

(c) Should the Chairperson resign for the post or receive a vote of non-confidence, the Vice-Chairperson shall take his/her place.

(d) Should any post other than that of the Chairperson in the Executive Committee become vacant, the Chairperson shall nominate a Full Member to fill the vacancy and such nomination shall be approved by the Executive Committee.

Article 5: Dissolution of Executive Committee

The Executive Committee is automatically dismissed when:

1. Any four members of the Executive Committee resign from office; or
2. The Chairperson and the Vice-Chairperson resign from office

Section 6: Finance

Article 1: Financial year

The financial year of the Club shall follow the session of the Executive Committee.

Article 2: Expenditure

The balance and proceeds of the pervious financial year, the membership fee and the donation of the current financial year shall be spent on the activities and functions of the Club.

Article 3: Membership Fee

- (a) All Full Members and Associate Members shall pay the annual membership fee.
- (b) The membership fee in the first year will be decided by the Executive Committee.
- (c) The amount of the membership fee shall be proposed and approved in the Annual General Meetings. (except the first year)
- (d) No membership fee is refundable.

Article 4: Financial Asistance

The Association shall not apply or accept any loan outsides Students' Union and Student Affairs Office.

Article 5: Budget

- (a) At the beginning of the financial year, a financial budget shall be prepared and presented by the Financial Secretary in the Annual General Meeting for adoption.
- (b) The budget proposed shall include the revision of membership fee, if any.

Article 6: Financial budget

At the end of each financial year, a financial report including an audited balance sheet and other financial statements shall be prepared by the Financial Secretary in the following Annual General Meeting for adoption.

Section 7: Constitution

Article 1: Amendment

- (a) No amendment of the Constitution can be made except at the AGM or any EGM convened for the purpose.
- (b) The polling of validity of this Constitution shall be governed by rule of simple majority.

Article 2: Interpretation

Interpretation of the constitution of the Club shall rest solely with the Executive Committee.

Section 8: Dissolution of the Club

The Club will only be dissolved if more than 80% of Full Member vote for dissolution in EGM.

-End of Constitution-