

*Memorandum of Association  
&  
Rules and Regulations*



**B. P. S. SPORTS CLUB**

**CLUBE DESPORTIVO BERNARDO PERES DA SILVA**

**Address:** B. P. S. Road,  
Near Ana Fonte,  
Margao - Goa 403601

**Phone:** 0832 2714690

**E-mail:** email@bpssportsclub.com

**Registration of the Club:** Club registered under No. 135/GOA/97 as a Society under The Societies Registration Act, 1860 or the institution / under the name & style of “Clube Desportivo Bernardo Peres da Silva” as notified during the Portuguese Regime in Goa vide notification 3.458 and published in the then Government Gazette Series-I, dated 25.01.1940.

**Amended on :** Memorandum of Association and Rules and Regulations of the Club amended in the General Body meeting dated 26.06.2011

## **1. Name of the Society:**

**“B.P.S. SPORTS CLUB”**

**or**

**“CLUB DESPORTIVO BERNARDO PERES DA SILVA”**

## **2. Address of the Society:**

The present address of the Society is **B. P. S. Road, Near Ana Fonte, Margao, Goa 403 601**. However, the address may be relocated to any other convenient location, subject to the approval of the General Body.

## **3. The objects of the Club shall be:-**

- 3.1 To encourage, promote, sponsor, conduct and / or undertake any activity of charitable nature.
- 3.2 To encourage, promote, sponsor, conduct and/or undertake any activity in Sports, Physical Education, Personality development, etc.
- 3.3 To encourage, promote, sponsor, conduct and/or undertake programmes and schemes in the field of cultural activity, education, social welfare, etc.
- 3.4 To encourage, promote, sponsor, conduct and/or undertake various other activities in the field of music, fine arts, science, etc.
- 3.5 To organize, co-operate, co-ordinate and hold concerts, competitions, programmes, symposiums, work-shops, seminars, conferences, etc. in achieving the above objectives.
- 3.6 To prepare teams and sports persons, acquire necessary materials, premises, grounds, lands, buildings, etc.
- 3.7 To create and maintain the necessary infrastructure to achieve the above objectives.
- 3.8 To carry out any other activity or programme in furtherance of the above objectives.

**RULES AND REGULATIONS  
OF  
B. P. S. Sports Club  
or  
CLUBE DESPORTIVO BERNARDO PERES DA SILVA  
MARGAO – GOA**

These Rules and Regulations were passed by the members of the Club in the General Body Meeting held on consequent upon the Memorandum of Association of the same B. P. S. Sports Club, Clube Desportivo Bernardo Peres da Silva, Margao – Goa, passed in the same meeting.

**CHAPTER-I**

**1. DEFINITIONS: -**

The words used in these Rules and Regulations shall have the meaning given to them hereunder: -

**1.1 Club**

Means “B.P.S. Sports Club” or “Clube Desportivo Bernardo Peres da Silva”, which is registered under No. 135/GOA/97 as a Society under The Societies Registration Act, 1860 or the institution /under the name & style of “Clube Desportivo Bernardo Peres da Silva” as notified during the Portuguese Regime in Goa vide Notification 3.458 and published in the then Government Gazette Series-I dated 25.01.1940.

**1.2 Member**

Means a person or organization admitted as such in any of the category stipulated herein.

**1.3 Managing Committee**

Means the governing body duly elected for managing the affairs of the Club.

**1.4 Chairperson**

Means the individual member to Chair the General Body of the Club, duly elected in the manner prescribed herein.

**1.5 Vice Chairperson**

Means the individual member to substitute the Chairperson of the General Body of the Club, duly elected in the manner prescribed herein below.

**1.6 President**

Means the individual member of the Managing Committee, duly elected as President by the members of the Managing Committee amongst themselves.

**1.7 Vice President**

Means the individual member of the Managing Committee, duly elected as Vice-President by the members of the Managing Committee amongst themselves.

**1.8 General Secretary**

Means the individual member of the Managing Committee, duly elected as General Secretary by the members of the Managing Committee amongst themselves.

**1.9 Assistant General Secretary**

Means the individual member of the Managing Committee, duly elected as Assistant General Secretary by the members of the Managing Committee amongst themselves.

**1.10 Treasurer**

Means the individual member of the Managing Committee, duly elected as Treasurer by the members of the Managing Committee amongst themselves.

**1.11 Asst. Treasurer**

Means the member of the Managing Committee duly elected as Asst. Treasurer by the members of the Managing Committee amongst themselves.

**1.12 Circular**

Means any instruction issued by the Managing Committee, in writing, in pursuance of the Memorandum of Association, Rules and Regulations, Bye-Laws and any other resolutions passed by the Managing Committee of the Club.

**1.13 By-laws**

Means any regulation framed from time to time by the Managing Committee for the purpose of regulating day to day affairs of the Club, under and within the framework of the Memorandum of Association and the Rules and Regulations, duly approved by the General Body.

**1.14 Prescribed**

Means stipulated in the Rules and Regulations of the Club, Bye-Laws of the Club, Circular of the Managing Committee of the Club or Resolution of the General Body of the Club or Resolution of the Managing Committee of the Club.

**1.15 Sub – Committee**

Means the Committee which may be appointed by the Managing Committee of the Club to supervise and manage any particular one activity or more activities of the Club, subject to overall supervision and control of the Managing Committee.

**CHAPTER-II**

**2. IMPLEMENTATION OF OBJECTS**

Without prejudice to the generality of the objects of the Club enumerated in the Memorandum of Association, the Managing Committee shall decide from time to time the activities to be undertaken out of such objects by the Club.

**CHAPTER-III**

**3. CATEGORIES OF MEMBERS**

The Club shall have the following categories of members.

**3.1 Patron**

The Patron Member shall be an individual, who has completed 18 (eighteen) years of his/her age and who may be admitted as such, on payment of a donation to the Club of a sum of Rs. 5,00,000/- (Rupees Five Lakhs Only) or such higher amount plus taxes, if any, as the Managing Committee may decide from time to time.

However, the Patron Members, who are already admitted before the date of coming into force of this amendment, shall not be affected, in spite of the fact that the amount of donation given by such individual at the time of his/her admission was less than what is specified herein.

### **3.2 Donor**

The Donor Member of the Club shall be an individual, who has completed 18 (eighteen) years of his/her age and who may be admitted as such, on payment of a donation to club of Rs. 1,00,000/- (Rupees One Lakhs Only) or such higher amount plus taxes, if any, as shall be decided by the Managing Committee from time to time.

However the Donor Members, who are already admitted before the date of this amendment coming into force, shall not be affected, in spite of the fact that the amount of donation given by such individual at the time of his/her admission was less than what is specified herein.

### **3.3 Life Member**

The Life Member shall be an individual, who has completed 18 (eighteen years) of his/her age and who may be admitted as such, on payment of the donation of Rs. 25,000/- (Rupees Twenty Five Thousand Only) or such higher amount plus taxes if any, as shall be decided by the Managing Committee from time to time.

However the Life Members, who are already admitted before the date of this amendment coming into force, shall not be affected, in spite of the fact that the amount of fees paid by such individual at the time of his admission was less than what is specified herein.

Provided that,

- (a) When a Life Membership is sought by any child of the existing Patron/Donor/Life Member, on completing of his/her 18 (eighteen) years of age, such child shall be entitled for 50% (fifty per cent) concession on the donation applicable to the Life Member at the relevant time; and

In the event of the demise of a Life Member, his/her spouse shall have a right to become a Life Member subject to the condition that he/she submits an application to that effect within a period of one year from the date of demise of such deceased life member. Such spouse shall be entitled for 50% (fifty per cent) concession on the donation applicable to the Life Member at the relevant time.

### **3.4 Ordinary Member**

The Ordinary Member shall be an individual, who has completed 18 (eighteen) years of his/her age and who may be admitted as such, on payment of an entrance fee of Rs. 2000/- (Rupees Two Thousand Only) or such higher amount plus taxes if any, as may be prescribed by the Managing Committee from time to time.

Provided that Ordinary membership shall be restricted only to children of existing Patron/Donor/Life Members and shall not be available to any other person. Provided further that no person completing 26 (twenty six) years of age shall be admitted or continue as Ordinary Member of the Club, but on attaining such age such person may be admitted as Life Member on payment of donation payable by child of the existing Patron/Donor/Life Member at the relevant time, less the amount of entrance Fees, if any, earlier paid by such person at the time of admission as Ordinary member.

Ordinary member shall also have to pay additionally an annual subscription of Rs.1,200/- (Rupees One Thousand Two Hundred Only) plus taxes, if any, or such higher amount as the Managing Committee may prescribe from time to time. The annual subscription for the following year shall be payable by the Ordinary member, in advance, i.e. before 31st of March of the earlier year, with the grace period of one month, at the most.

However the Ordinary Members, who are already admitted before the date of this amendment coming into force, shall not be affected, in spite of the fact that the amount of fees paid by such individual at the time of his admission was less than what is specified herein.

### **3.5 Honorary Member**

The Honorary Member shall be an individual who is admitted as such by the Managing Committee, without any membership fees or donations on account of the distinctive position in the field of sports, culture, arts, science, education, etc.

### **3.6 Temporary Member**

The Temporary Member shall be an individual, who may be admitted as such, for having taken up a temporary residence within the limits of Salcete Taluka. The application for such Membership shall be supported by at least two Patron/Donor/Life Members of the Club and the membership shall not exceed a period of 180 (One Hundred Eighty) days in any given year.

The Temporary Member shall pay a fee of Rs. 1,500/- (Rupees One Thousand Five Hundred Only) plus taxes, if applicable, in advance, and this fee shall be subject to upward changes as per the decision of the Managing Committee from time to time.

### **3.7 Sports and Games Member**

Sports and Games Member shall be an individual, who may be admitted by the Managing Committee as such, and who shall be the person of special merit in different fields of Sports and/or games. Such member shall only be admitted on such concessional fees or free from any fees for a period not exceeding twelve months, as may be fixed by the Managing Committee after recording the achievements of such individual and the reasons in writing.

### **3.8 Corporate Member**

Corporate Member shall necessarily be a company, partnership firm, corporation, Trust, society or other entity duly registered under any law in force in India, and who shall be admitted as such, by the Managing Committee on payment of donation of Rs. 5,00,000/- (Rupees Five Lakhs Only) and who shall be having its Registered/Head office/Business office within the limits of State of Goa.

Such Member shall be represented by a maximum of three Directors/Partners/Trustees or Officers who shall be entitled to enjoy all the benefits but only one of its Director or Partner or Trustee or Chief Executive Officer, duly authorized in that regard shall be entitled to vote on behalf of such Corporate Member.

The Corporate Member shall not be entitled to be elected or co-opted on any committee or sub-committee.

## CHAPTER IV

### **4. - Admission of Member:**

- 4.1. Any individual to qualify to be admitted as Patron Member/ Donor Member/Life Member/Ordinary Member/Honorary Member/Temporary Member shall:-
- (i) Be an Indian Citizen;
  - (ii) Complete the age of 18 (eighteen) years;
  - (iii) Be of a sound mind;
  - (iv) Not be adjudged as insolvent by competent Court;
  - (v) Not be otherwise disqualified under any law or the Rules and Regulations of the Club or under the Bye-Laws of the Club;
  - (vi) Not be convicted of any heinous offence or offence involving moral turpitude, by competent Court of law.
- 4.2. Any Corporate Member to be admitted as such, shall –
- (i) Be registered as a Partnership Firm, Company, Trust, Society or other entity, under any Indian Law in force,
  - (ii) Not be adjudged as insolvent by the competent Court of law, Not have any of its Directors, Partners, CEO or Nominees of such Member, either adjudged as insolvent or convicted of any heinous offence or offence involving moral turpitude, by any competent Court of law.
- 4.3. Any Sports and Games Member to be admitted as such, shall:
- (i) Have special talents in any event of sports or games or
  - (ii) Have excelled in any event of sports or games at the interschool level or intercollegiate level or Club level in the State of Goa and
  - (iii) Not have been rusticated or reprimanded by any school or college or Club;
  - (iv) Has been recommended by the school or college or Club in which he/she is studying at the relevant time, certifying his/her good character, excellence in any particular sport or game at interschool/intercollegiate club level;
  - (v) Not have completed the age of 26 (twenty six) years; and
  - (vi) Not have involved in any criminal activity.
- 4.4. Before admitting any individual or person or body as a Member of the Club, and also before admitting any Nominee of the Corporate Member to the benefits of the Club, the name and identity of such individual/person/body/nominee shall be displayed by the Managing Committee on the Notice Board at the registered office of the Club, at least a week in advance of such admission, for general scrutiny and comments of all existing members; and the decision of the Managing Committee in regard to admission or refusal of admission of such member or nominee shall be taken after due consideration of such comments, if any, received from the existing members. The decision of the Managing Committee, in this regard, shall be final, unless reversed by the General Body in a meeting.
- 4.5. Any individual or corporate body desiring to become a member of the Club shall submit an application to the Managing Committee in the prescribed form. The application should be proposed and seconded by two existing Patron/ Donor/ Life/ Ordinary/ Corporate Members of the Club. The applications for Membership shall be considered by the Managing Committee at their regular or extraordinary meeting and decided upon according to the eligibility criteria specified in the Rules and Regulations of the Club. The decision of the Managing Committee, in this regard, shall be recorded in writing on each of the application with reasons also recorded thereon. The decision of the Managing Committee shall be final and binding on the applicant, unless reversed by the General Body in a meeting.



- 4.6. The applicant whose request for membership has been granted shall be communicated of the decision and directed to pay the prescribed fee/donation within a period of 15 days, and in default of such payment within such time, such application will be deemed to have lapsed. The applicant whose request for membership has not been granted shall be communicated of the decision. This communication may not specify the reason for the decision.

## **CHAPTER V**

### **5. Beneficiaries of the Club / Rights of Members:-**

- 5.1. All the individual Members of the Club and the dependent members of their family shall be entitled to avail of the facilities provided by the Club from time to time, on payment of prescribed charges, if any, applicable from time to time.  
For this purpose family shall be deemed to be consisting of the spouse and unmarried children, who have not completed age of 26 (twenty six) years.
- 5.2. - The general facilities regularly provided by the Club such as indoor & outdoor games, library, reading room, gymnasium etc. shall ordinarily be availed free of charge by any member and his dependents. However the Managing Committee may decide, from time to time, to levy and collect incidental charges for the use of above facilities.
- 5.3 – Any Member of the Club shall be entitled to bring his/her guests to the Club for the purpose of availing of the facilities of the Club, provided that such guest is accompanied by the Member.  
Such guests shall be allowed on payment of such fees as may be prescribed by the Managing Committee. Temporary Members, Honorary Members and Sports & Games Members shall not have any voting rights and shall also not be entitled to be elected, co-opted or nominated on any Committee/Sub-Committee.

## **CHAPTER VI**

### **6- Term of Membership:**

- 6.1. The term of Patron, Donor, Life Member and Corporate Member shall be throughout his/her life, unless disqualified or expelled.
- 6.2. The term of an Ordinary Member shall be for one year, unless renewed by payment of Yearly subscription on or before this date. Any ordinary member, who fails to pay the subscription within this date, shall not be entitled to avail any Club facilities. The Managing Committee shall issue a written notice to such member demanding payment. His/Her membership will automatically cease if the member fails to pay the subscription fee after the notice is issued.
- 6.3. The term of Honorary Member shall be one year from the date of enrolment, unless the same is extended by the Managing Committee.
- 6.4 - The term of Temporary Member shall be such as may be prescribed by the Managing Committee in each case, but in no case the same shall exceed 180 ( one hundred eighty) days in one year.
- 6.5. The term of Sports and Games Member shall be such as may be prescribed by the Managing Committee, but in no case the term shall exceed 12 (twelve) months, unless readmitted or renewed for a period not exceeding 12 (twelve) months on each occasion.

## **CHAPTER VII**

### **7 – Donations**

The Club may accept any donations in kind or in cash from anybody or any member of the public irrespective of the fact whether such body or the person is the member of the Club or taking benefit of the Club. Such donations may be accepted by the Managing Committee with or without any conditions imposed by the Donor, provided that in case of conditional donations, such conditions are approved in advance by the Managing Committee unanimously in a meeting and further approved by the General body.

## **CHAPTER VIII**

### **8.1 Admissions and Membership Fees:**

Application for admission from eligible person for Club membership, should be made in the prescribed form. The application should be proposed and seconded by two existing members of the Club. This application should be considered at the managing committee meeting. Applications may be rejected by the managing committee meeting without assigning any reason. On approval of the application for Membership the applicant shall pay the prescribed fee within a period of 15 days, failing which his application will be deemed to have lapsed.

### **8.2 Games Fees**

The Managing Committee shall prescribe such fees to be paid by any member, Nominees of Corporate Members or the guests of the members to be paid as game fees for permitting such members beneficiary of the guest of member to take part in any game in the Club premises or avail of the other facilities such as library, reading room, etc. No member, beneficiary Nominee of Corporate Member or guest of the member shall be entitle to t a k e part in the game or take benefit of any facilities of the Club unless such game fees are p a i d in advance.

### **8.3.- Fines / Disciplinary action :-**

8.3.1- Member shall be liable for disciplinary action for his/her misbehaviour or for the misbehaviour of their guest, in the premises and places of the Club, irrespective of the fact whether the places are managed directly by the Club or by agencies appointed by the Club.

8.3.2. The Managing Committee may prescribe and impose fines and/or initiate disciplinary action, as it may deem fit, on any Member. The fine to be imposed by the Managing Committee shall not be less than Rs. 2,000/- (Rupees Two Thousand Only) for first occasion and not less than Rs. 3,000/- (Rupees Three Thousand Only) for subsequent occasions.

## **CHAPTER IX**

### **9 - Nominees of Corporate Members:**

The Corporate Member shall be entitled to nominate in writing, at the most, three persons from the Company/Firm/Corporation/ Society/Trust and/or other entity to avail of the benefits of the Club. Such number shall be inclusive of the Directors, Partners or CEOs. In case of other persons, the nominees shall be of Managerial level of Company/Firm/Corporation/Society/Trust and or other Entity.

The Managing Committee, after due scrutiny of their credentials and suitability, admit them as nominees of the Corporate Members and allow them to avail of the benefits. They shall be treated as Members and shall be liable to pay all charges/fees/fines/damages like any other Member, with the exception of entrance fees and membership fees.

Provided that the Nominee of the Corporate Member, who is not the Director/Partner/Trustee/CEO of such Corporate member, shall not have a right to vote; and as between the Directors/Partners/CEOs, only one of them shall be entitled to vote so that only one vote shall be cast on behalf of each Corporate Member.

The Corporate Member shall be entitled to substitute any one or all of the nominees, on yearly basis.

## **CHAPTER X**

### **10. COMPOSITION / MEETINGS OF GENERAL BODY:-**

#### **10.1 – Composition:-**

10.1.1 - The General Body shall be composed of all the Members of the Club, except Honorary Members, Temporary Members and Sports & Games Members.

10.1.2 –The General Body shall hold the sovereign power of the Club.

#### **10.2 –Meetings:-**

10.2.1.- The Annual General Body Meeting shall be held, every year, on any Sunday in the month of September of that year, for the purpose of presenting and approving the accounts of the Club by the Managing Committee of the previous year and the budget for the immediate next year.

10.2.2.- The Annual General Body meeting shall transact the business of electing a new Managing Committee, before completion of the term of the earlier Managing Committee.

10.2.3.- Only Patron Members, Donor Members, Life Members, Corporate Members and Ordinary Members of the Club, shall be entitled to attend, participate and vote at the General Body Meetings

Provided that the member who has not cleared his dues to the Club, at least fifteen days prior to the date earmarked for the Election, shall not be entitled to vote at the Election or to get elected as the Member of the Managing Committee at that Election.

- 10.2.4 – If, for any reason, the Managing Committee ceases to exist or is dissolved prematurely or for any reason the Election is not held in the Annual General Body Meeting, the elections can be held at the Special General Body Meeting specially called for such purpose.
- 10.2.5 – In the event of non-existence of the Managing Committee or dissolution of the Managing Committee or failure to elect the new Managing Committee, as contemplated above, the Chairperson of the General Body shall appoint an ad-hoc managing committee comprising of the President, the General Secretary and the Treasurer to manage day to day activities of the Club, till a new Managing Committee is elected and takes charge. Such Ad-hoc managing committee shall not have powers to take any policy decisions. It shall be then the obligation of the Chairperson to convene and hold or cause to convene and hold an extraordinary General Body meeting within a period of 60 (sixty) days, from the date the earlier Managing Committee ceases to exist or is dissolved or the failure of Annual General Body to elect the new Managing Committee, as stated above.  
In the event the Managing Committee so elected, takes charge later than 1<sup>st</sup> October of the concerned year, then, for the purposes of the term of such committee, such committee shall be deemed to have taken charge with effect from 1<sup>st</sup> October of that year.
- 10.2.6 - The General Body of the members of the Club at such Annual General Body Meeting shall also transact other business specified in the Agenda of the Notice calling such Meeting.
- 10.2.7 - Besides the Annual General Body Meeting, Special General Body Meetings may be called as per the decisions of the Managing Committee.
- 10.2.8 – Extra Ordinary General Body Meetings may also be called upon a requisition in writing, by a minimum of 100 (hundred) members of the Club or 2/3<sup>rd</sup> (two-third) of the members, whichever is lesser, and delivered directly to the Chairperson of the Club with a copy to the Managing Committee of the Club. Such meetings shall be called by the Chairperson within one month from the date of receipt of such requisition by the Chairperson or from the date of receipt of copy thereof marked to the Managing Committee at the Registered Office of the Club, whichever is later.
- 10.2.9 -Requisitions for Extra Ordinary General Body Meetings shall be addressed to the Chairperson of the General Body.
- 10.2.10-A special General Body meeting may be called by the Chairperson, as per the provisions of Rule 33.2.
- 10.2.11 -All General Body Meetings shall be convened by the Chairperson of the General Body in consultation with the Managing Committee.
- 10.2.12- All the Patron members, Donor members, Life Members and Ordinary Members shall be entitled to attend, participate and vote at the Special General Body Meetings and Extra Ordinary General Body Meetings.
- 10.2.13- All decisions taken at any General Body Meeting shall be binding on the Managing Committee, who shall take steps for implementation thereof.
- 10.2.14. The Annual General Body or a special General Body convened for the purpose shall elect the Chairperson and/or Vice-Chairperson, whenever such post/s is/ are found vacant or on the completion of the term of the Chairperson/Vice-Chairperson.

## **CHAPTER XI**

### **11. - Notice of General Body Meeting:**

Notice of all General Body Meetings shall be signed by the Chairperson of the General Body and shall be published in at least one English Newspaper circulated in Goa and on the Club Notice Board, minimum 30 (thirty) days in advance of the date of the Meeting. The notice shall be deemed to have been served on all members on the date of its publication in the English Newspaper. Such Notice shall state the date, time and place of Meeting and the Agenda of such Meeting.

## **CHAPTER XII**

### **12. Quorum for General Body Meeting:-**

12.1.- The Quorum for any General Body Meeting shall be 100 (hundred) members or 2/3<sup>rd</sup> (Two third) of the total members of the Club, whichever is lesser.

In case of Annual General Body Meeting and Special General Body Meeting, if no quorum is found at the time fixed for the meeting, such Meeting shall be adjourned by half an hour, and no quorum shall be required at such adjourned Meeting.

Notwithstanding anything contained in this Rule, no quorum shall be deemed to have been formed at the Extra Ordinary General Body Meeting, either at the time fixed or re-assembling thereof after half an hour, if 75% (Seventy Five Percent) of the members requisitioning such meeting are not found present at that meeting.

12.2. In the event no quorum is formed or deemed to have formed at the Extra-Ordinary General Body Meeting, then such Meeting shall stand dissolved without transacting any business, and the requisition on which such Meeting was called shall be deemed to have been defeated.

12.3 No further requisition on the same matter from whomsoever, shall be entertained or acted upon by the Chairperson unless a period of one calendar year lapses after the date of the meeting in which such requisition was defeated or deemed to have been defeated.

## **CHAPTER XIII**

### **13- Presence of Governing Body:**

13.1 It shall be the duty of the office bearers of the Managing Committee to attend every General Body Meeting and to provide to the members with answers and explanations related to the agenda, unless granted leave of absence by the Chairperson for valid exigencies.

13.2 The Managing Committee shall comply with the directions given by the Chairperson of the General Body, in relation to the items on the agenda.

## **CHAPTER XIV**

### **14- Meetings of Managing Committee:-**

The meeting of Managing Committee shall be held normally at least once in a month. Except for the meetings convened for election of Office bearer/s. Notice with agenda for the meeting should be issued by the General Secretary, with prior consent of the President, at least 3 (three) days in advance to the Members of the Committee.

## **CHAPTER XV**

### **15 - Agenda for the Meeting:-**

- 15.1 The agenda at the meeting of the Managing Committee shall be as issued by the General Secretary from time to time.
- 15.2 In case a special meeting of the Managing Committee is held upon requisition of the members of the Managing Committee, the agenda in such meeting will be such as may be found in the requisition.

## **CHAPTER XVI**

### **16 - Quorum at the Meeting:-**

The quorum at any meeting of the Managing Committee shall be five members. In the absence of quorum the meeting shall stand adjourned for half an hour on the same day and the meeting held after adjournment shall not require any quorum.

## **CHAPTER XVII**

### **17. Resolution by Circulation:-**

In case of emergencies and when there is no time to comply with notice period, it shall be lawful for the Managing committee to adopt resolutions by circulation and upon obtaining consent of majority of its members.

## **CHAPTER XVIII**

### **18. Auditors:-**

The Managing Committee shall, with approval of General Body, appoint a duly registered firm of Chartered Accountants as Auditors, to audit the accounts of the Club. The Proprietor or Partner of the Firm shall not be a member of the Managing Committee of the Club.

## **CHAPTER XIX**

### **19. 1- Duties and Powers of the Chairperson:**

- 19.1.1. –Except in the case wherein the Chairperson is a candidate contesting the election for any post of the Club or where the meeting is convened to vote out the Chairperson from his post, it shall be duty of the Chairperson to issue the notices for convening all General Body Meetings, either on request or recommendation of the President of the Managing Committee or as per the requisition of the requisite number of members.
- 19.1.2. -Except in the case wherein the Chairperson is a candidate contesting the election for any post of the Club or where the meeting is convened to vote out the Chairperson from his post, the Chairperson shall chair and conduct all general body meetings and shall have powers to give directions to the Managing Committee in the General Body Meeting on any matter discussed during such meeting.
- 19.1.3. The Chairperson shall convene, chair and conduct the first meeting of the Managing Committee after its election, in order to elect the office bearers of the Managing Committee.

19.1.4. The Chairperson shall notify to the members of the Club the names of the office bearers elected from time to time, by placing a written Notice under his signature on the Notice Board at the registered office of the Club.

**19.2. Duties and Powers of the Vice Chairperson:-**

19.2.1. It shall be the duty of the Vice-Chairperson to act as the Chairperson during the absence of the Chairperson or in the event of occurring vacancy in the post of the Chairperson or for any reason the Chairperson cannot chair the meeting of General Body.

19.2.2. The Vice-Chairperson also shall assist the Chairperson in performance of his/her duties. The Vice-Chairperson shall have all the powers of Chairperson when acting as the Chairperson.

**19.3 Election of Chairperson for particular meeting:**

In the event of absence of the Chairperson as well as the Vice Chairperson, in any meeting of General Body, the members gathered at such meeting shall elect among themselves a suitable person to chair and conduct the said meeting. While electing such a Chairperson, priority may be given to member eldest in age.

**CHAPTER XX**

**20. Duties and Powers of Managing Committee:-**

20.1. The duties of the Managing Committee shall be to carry out all the objects of the Club and, for such purpose, to efficiently manage and supervise the affairs of the Club including its properties, funds, and also the matters of appointment/suspension/removal of staff members, etc.

20.2. The Managing Committee shall have powers to delegate any of the powers to the President or the General Secretary, from time to time.

**CHAPTER XXI**

**21. Term of the Chairperson, Vice-Chairperson and of Managing Committee:**

The term of the Chairperson and Vice Chairperson and of Managing Committee shall be of Three years.

**CHAPTER XXII**

**22. – ELECTIONS:-**

22.1 Elections of The Chairperson, Vice Chairperson and Members of the Managing Committee shall be held every third year, at the Statutory Annual General Body Meeting, unless required to be held earlier.

22.2 No Member shall be entitled to be elected as Chairperson or Vice-Chairperson or as a Member of the Managing Committee, unless he has been a Patron/Donor/Life Member of the Club for a continuous period of three (3) Years.

Provided that Ordinary Member enrolled prior to three years shall also be entitled to contest the elections on his/her on clearance of all fees and dues to the Club and on his/her payment of further three years membership fees in advance prior to due date of filling his/her nominations.

## **CHAPTER XXIII**

### **23. Co-option of the members of the Managing Committee Vacancies :-**

23.1.- The vacancies shall be deemed to have occurred in the post of any member or office bearer of Managing Committee in the following event:

- (a) By resignation of the Committee Member duly accepted by the President. However in the event of the resignation of the President the same shall take effect by the acceptance by the Chairperson.
- (b) By expulsion from membership of the Club, as per the procedure provided herein
- (c) On expiry of the term of membership, if any, of the Club.
- (d) Upon the death of the concerned member.
- (e) For absence for three consecutive meetings of the Managing Committee, unless leave of such absence is granted by the Managing Committee, at the meeting/s.

23.2.- Such vacancy shall be filled by co-opting an eligible Member by simple majority of the existing members of the Managing Committee, present and voting at a meeting called for such purpose. In case of a tie, the President or in his absence the Vice President shall have the right of casting vote. The term of such co-option member shall terminate along with the expiry of the term of the Managing Committee.

## **CHAPTER XXIV**

### **24. - Duties and Powers of the President:-**

24.1.- The President shall have all executive powers to supervise and regulate the overall administration of the Club.

24.2. -The President shall have powers to temporarily suspend for a period not exceeding 30 days, any Member for misconduct or misbehaviour within the Club premises.

24.3. -The President shall attend and chair the Managing Committee meetings. He shall also attend the General Body meetings.

24.4.- The President shall ensure that the overall functioning of the Club is within the prescribed norms and bye laws.

24.5. –The President shall represent the Club in any forum where the Club may be invited or required to participate.

24.6. –The President may be one of the signatories for any financial transaction.

24.7. -Deemed Absence:-The President shall be deemed to be absent, in the event he/she does not attend the Registered Office of the Club for a continuous period of 15 days or does not attend 3 (three) continuous meetings of the Managing Committee.

## **CHAPTER XXV**

### **25. - Duties and Powers of General Secretary:-**

25.1 - It shall be the duty of the General Secretary to deal with day to day management and supervision of the Club, subject to the overall supervision of the President.

25.2 - It shall be the duty of the General Secretary to prepare the Agenda and issue notices of the meetings of the Managing Committee, in consultation with the President. He shall record faithfully and correctly the Minutes of the Managing Committee meetings.



- 25.3 -The General Secretary shall issue notices to defaulters, as per the list supplied by the Treasurer, to effect recovery of the dues of the Club from time to time.
- 25.4 - The General Secretary may be one of the signatories for any financial transaction
- 25.5. Deemed Absence:- The General secretary shall be deemed to be absent, in the event he/she does not attend the Registered Office of the Club for a continuous period of 15 days or does not attend 3 (three) continuous meetings of the Managing Committee.

#### **CHAPTER XXVI**

##### **26 Duties and Powers of the Treasurer:-**

- 26.1 The Treasurer shall have custody of the funds of the Club and shall ensure true and up to date account of the assets, funds, income and expenditure of the Club.
- 26.2 The Treasurer shall be responsible, to draw from time to time the list of defaulters, indicating the amounts in arrears payable by them and supply the same to the Gen. Secretary for further action.
- 26.3 The Treasurer shall be the compulsory signatory for all financial transactions.
- 26.4 The Treasurer shall draw the Accounts for the year, present it to the Managing Committee, and get the same duly audited by the Auditors appointed by the Club, to be placed before the Annual General Body Meeting for approval.
- 26.5 Deemed Absence:-The Treasurer shall be deemed to be absent, in the event he/she does not attend the Registered Office of the Club for a continuous period of 15 days or does not attend 3 (three) continuous meetings of the Managing Committee.

#### **CHAPTER XXVII**

##### **27 - Duties and Powers of the Vice President:-**

- 27.1 -The Vice President shall act as the President in his/her absence intimated to General Secretary in writing or in the event of vacancy in the post of President.
- 27.2 -The Vice President shall perform the duties and enjoy the powers of the President during this period.

#### **CHAPTER XXVIII**

##### **28 - Duties and Powers of Assistant General Secretary:-**

- 28.1 - The Asst. Gen. Secretary shall act as the Gen. Secretary in his/her absence intimated to the President in writing or in the event of vacancy in the post of Gen. Secretary.
- 28.2 -The Asst. Gen. Secretary shall perform the duties and enjoy the powers of the Gen. Secretary during this period.

#### **CHAPTER XXIX**

##### **29 - Duties and Powers of Asst. Treasurer:-**

- 29.1 - The Asst. Treasurer shall act as the Treasurer in his/her absence intimated to General Secretary in writing or in the event of vacancy in the post of Treasurer.
- 29.2 -The Asst Treasurer shall perform the duties and enjoy the powers of the Treasurer during this period.

## **CHAPTER XXX**

### **30– Year and Accounting Year:**

#### **30.1 Year: -**

In context to the Memorandum of Association of the Club and to the Rules and Regulations of the Club, “Year” shall mean the period commencing from first day of October of one calendar year and concluding on thirtieth day of September of the calendar year next succeeding

#### **30.2 Accounting Year: -**

In context to the Memorandum of Association of the Club and to the Rules and Regulations of the Club, “Accounting Year” shall mean the period year commencing from first day of April of one calendar year and concluding on thirty first day of March of the calendar year next succeeding.

## **CHAPTER XXXI**

### **31- Powers and Duty of the Auditor:**

31.1. - The Auditors shall have such powers and shall perform such duties as per prevailing conventions and as per laws relating the Auditing of Accounts. It shall be the duty of the Auditors to audit and certify the accounts of the Financial Year for which they are appointed.

31.2 - The Managing Committee shall have the powers to terminate their services, by an unanimous decision of the Managing Committee and with approval of General Body, only in case of gross professional misconduct or non-performance.

## **CHAPTER XXXII**

### **32. Terms of the Auditors:**

The term of the Auditors shall be of one financial year. The professional fees shall be as fixed by the General Body.

## **CHAPTER XXXIII**

### **33.1 Suspension of Members:**

33.1.1 Pending taking of any disciplinary action, upon satisfaction of the President that any member or the nominee of the corporate member or the guest of the member is guilty of any misbehaviour, nuisance or misuse of the property of the Club, the President shall have powers to immediately suspend such member and nominee of the corporate member, and report the matter immediately to the Managing Committee for its decision.

33.1.2 The Managing Committee thereupon, in the meeting, decide to revoke the suspension, if found appropriate.

33.1.3 However, in the case of the guest of the member, he may be expelled and removed from the premises of the Club, forthwith by the President.

#### **33.2 Appeal:**

Any member aggrieved by any action under foregoing Rules 8.3 and 33.1, may appeal to the General Body addressed to the Chairperson, and the matter shall stand settled finally as per the resolution by majority of the members present and voting in the Special General Body to convened by the Chairperson within 40 days from the receipt of such Appeal.

## **CHAPTER XXXIV**

### **34. Guests of the Member:**

Any Member of the Club shall be entitled to bring his/her guests to the Club for the purpose of availing of the facilities of the Club, provided that such guest is accompanied by the member. Such guests shall be allowed on payment of such fees as may be prescribed by the Managing Committee.

## **CHAPTER XXXV**

### **35. - Cessation of the Membership:**

- 35.1 Except Patron Members, Donor Members, Corporate Members and Life Members, other Members shall cease to be the members of the Club upon the expiry of their term. A person ceasing to be the member for default in payment of the fees, charges or other dues to the Club, can be re-admitted only upon the payment of all dues and arrears, membership fees afresh and such fine as may be imposed by the Managing Committee in each case.
- 35.2 A Member of the Club may be expelled, at any time, if he/she/it incurs disqualification as specified for admission of member under these Rules and Regulations. Provided such expulsion has been proposed by the Managing Committee and approved by the General Body.
- 35.3 No member, who has been expelled by the Managing Committee, shall be entitled to be re-admitted unless otherwise resolved by the General Body in its meeting.

## **CHAPTER XXXVI**

### **36. - Sub-Committees:-**

- 36.1 The Managing Committee may appoint various sub-committees consisting of not more than 5 (five) members, provided that, the Managing Committee may appoint several sub-committees each dealing with different activities assigned to them by the Managing Committee. Each member of such sub-committee shall be the Member of the Club.
- 36.2 The sub-committees shall, under the overall supervision of the Managing Committee, conduct particular activities assigned to them and give the recommendations and report in respect of such matters, from time to time to the Managing Committee.
- 36.3 The recommendation and report of the sub-committee shall not be obligatory for the Managing Committee to accept it, but it shall be the duty of the Managing Committee to give reasons in case the recommendations and report of the sub-committee is not accepted.

## **CHAPTER XXXVII**

### **37. FUNDS, FEES AND ACCOUNTS:-**

#### **37.1. Bank Accounts -**

- 37.1.1. Accounts may be opened of any nature in any of the Banks permitted by Reserve Bank of India.
- 37.1.2. The operation of the bank accounts shall be done by the Treasurer together with either the President or the Gen. Secretary.
- 37.1.3. The passbooks, cheques and other material regarding the bank accounts shall be maintained and preserved by the Treasurer. They shall be kept in safe in the Club Office.

## **CHAPTER XXXVIII**

### **38. Borrowing Powers of the Managing Committee:**

- 38.1 The Managing Committee shall have powers to borrow from time to time from any Bank, Financial Institution, Government or any Body or individual, any sum not exceeding in total Rs. 3,00,000/- (Rupees Three Lakhs only), unless authorised to borrow higher amounts by the General Body in a meeting by simple majority.
- 38.2 In case of such borrowing the Managing Committee shall have powers to create encumbrance, liens and mortgaging of the funds or the properties of the Club. The details of each such borrowing and accruals thereon shall be reported by the Managing Committee at each Annual General Body Meeting.

## **CHAPTER XXXIX**

39. **The Managing Committee** shall have powers to enter into reciprocal contract with any other Club or Organisation similar to those of this Club, all over the country for the purpose of obtaining benefits to the members of the Club.

## **CHAPTER XXXX**

### **40. Delegation:**

- 40.1 The Managing Committee shall have powers to adopt, amend, modify and substitute bye-laws for better performance of their powers and for effective or better management of the affairs of the Club. Such bye-laws shall require approval of the General Body of the Club
- 40.2 The Managing Committee shall have to delegate any of the powers to the President or the General Secretary, from time to time.

## **CHAPTER XXXXI**

### **41. Bar on holding posts:**

The President, General Secretary and the Treasurer, shall not serve or be elected for more than two consecutive terms, either in the same post or in different post of the Office bearer of the Managing Committee.

## **CHAPTER XXXXII**

### **42. AMENDMENTS TO THE MEMORANDUM OF ASSOCIATION AND TO RULES & REGULATION**

- 42.1. Any amendment to the Memorandum of Association and the Rules and Regulations of the Club shall only be made by a resolution at any Annual General Body Meeting or Special General Body Meeting.
- 42.2. There shall be two General Body Meetings, the first one for consideration of the proposition and voting thereof and the second one for the confirmation.
- 42.3. The Managing Committee shall submit the proposition to all members of the Club in written or printed report at least 10 days before the 1<sup>st</sup> General Body Meeting convened for the purpose.

42.4. The proposition shall be considered carried, only when it has been agreed to, by the votes of three-fifths of the members delivered in person, and confirmed by the votes of three-fifths of the members present at a second special meeting convened by the Managing Committee at an interval of one month after the former meeting.

42.5. The quorum applicable to any General Body Meeting shall also be applicable for these meetings.

#### **CHAPTER XXXXIII**

43. The Office of the Club shall be situated at Bernardo Peres Da Silva Road, Chalta No. 27, P.T. Sheet No. 190, Ana Fonte, Margao, Goa. This Office may be changed by the majority resolution of the General Body.

#### **CHAPTER XXXXIV**

#### **44.– MANAGING COMMITTEE:-**

##### **44.1 Composition:-**

44.1.1 The Club and its affairs shall be governed by a Managing Committee consisting of President, Vice President, General Secretary, Asst. General Secretary, Treasurer, Asst. Treasurer and three other members.

44.1.2 - All the nine members of the Managing Committee shall be elected by the General Body in a meeting called for such purpose.

##### **44.2 Office Bearers:-**

44.2.1 The President, the Vice President, the General Secretary, Asst. General Secretary, the Treasurer and the Asst. Treasurer shall be the office bearers of the Club.

44.2.2 The office bearers shall be elected by the elected Members of the Managing Committee at their first meeting, which shall be chaired and conducted by the Chairperson or in his/her absence by the Vice Chairperson. Such meeting shall be held not later than one month from the date of election.

#### **CHAPTER XXXXV**

#### **45. Conducting of General Body Meetings:**

The meetings of the General Body of the Club shall be presided over and conducted by the Chairperson. In case the Chairperson is a candidate for any election at that meeting, the meeting shall be conducted by the Vice-Chairperson. If the Vice-Chairperson is also the candidate for such election or in the event of absence of the Chairperson as well as that of the Vice-Chairperson at such meeting, the meeting shall be presided over and conducted by an ad-hoc Chairperson, who shall be selected for the purpose by the Members present at that meeting. As far as possible, the ad-hoc Chairperson to be elected should be senior most in age from amongst the Members present at that meeting.

## **CHAPTER XXXXVI**

The Club shall frame, amend or substitute its own Rules and Regulations for the purpose of achieving its objects, management of the Club, admission and expulsion of the members, conduct of meeting, etc. by a resolution to be passed in the General Body Meeting by majority of the members present and voting. Such Rules and Regulations may delegate any powers of the Club unto its Managing Committee or any of its office bearers. Such Rules and Regulations may also provide for permitting the guests of the members or any non-members to avail the facilities of the Club without becoming the members and even before attaining the qualifying age for the membership of the Club.

## **CHAPTER XXXXVII**

### **47. BARTO FILE SUIT:-**

These Rules and Regulations are framed for the benefit of the internal affairs and management of the Club, which is a Body Corporate and a voluntary and an autonomous association. No Member shall, therefore, be entitled to file a suit against the Club or the Managing Committee on the basis of any allegation of the breach of any part of these Rules and Regulations, since they relate to the internal affairs and management of the Club.

## **CHAPTER XXXXVIII**

### **48. Dissolution:-**

48.1 The Club may be dissolved, if its dissolution is decided upon by a resolution passed at a Special General Body Meeting of the Club, convened for the purpose, by a 3/4<sup>th</sup> (three-fourth) majority of the total strength of members eligible to vote.

48.2 The quorum of this Special General Body Meeting shall not be less than 3/4<sup>th</sup> (three-fourth) of the total strength of members of the Club.

48.3 If on dissolution and after settlement of all its debts and liabilities, there shall remain any assets whatsoever, the same shall not be paid or distributed amongst the Members of the Club, but shall be given or transferred to some other institutions having similar objects as those contained in the Memorandum of Association of the Club, as per the decision of the General Body of the Club.