

**CONSTITUTION**  
**Centurion Art Association**  
(referred to hereafter as the Art Association)

1. NAME

The name of the Art Association will be CENTURION ART ASSOCIATION.

2. JURISDICTION

The area of jurisdiction of the Art Association will comprise of the municipal area of Centurion. Members are however not area bound.

3. HEAD OFFICE

The head office of the Art Association will be stationed in Centurion.

4. AIM

To promote art awareness and appreciation as well as art in all its formats in Centurion

5. MEMBERSHIP

Any member of the public may apply for membership of the Art Association. Members must abide by the rules, regulations and objectives of the Art Association. Refer to Enclosure 1 : Rules for conducting the business (House rules)

Full-time students, scholars and pensioners will pay a reduced membership fee, as determined by the Committee.

6. HONARARY MEMBERS

Members that render exceptional service to the Art Association, can be nominated by Management for honorary membership and will be elected and appointed at the Annual General Meeting. Such members will be lifetime members and will be exempted from paying membership fees. They retain all the privileges of ordinary members.

7. AFFILIATED MEMBERS

Other associations and/or organisations in the area interested in affiliating with the Art Association, can become a member with the approval and authorisation of the executive committee. Every affiliated association or organisation is entitled to nominate one representative per association or organisation to represent that organisation and only one representative will be allowed unless pre-dated authorisation is obtained from the executive committee to nominated more than one

representative. The affiliated association or organization must give notice to the secretary of the Art Association w.r.t. any change of representivity seven days prior to the date of the meeting the representative is nominated to attend. The annual fee for such an affiliated member will be determined by the executive committee.

#### 8. MEMBERSHIP FEES

Membership runs from 1 October for any given year until 30 September of the following year. Membership fees are payable annually and the full fee is payable for any period of membership during any given year, regardless of the date the member joins the Art Association. Any member who omits to pay his/her annual membership fees, will be removed from the membership database and their membership will be suspended. Such a member will forfeit his/her right to participate in any Art Association exhibitions and activities for that year. Membership fees will be reviewed annually by the executive committee.

#### 9. MANAGEMENT

The interest of the Art Association will be attended to by the Executive Committee comprising of the following management members:

A Chairperson, Vice-Chairperson, secretary, treasurer and not less than three and not more than twelve members of the Art Association. The executive committee will be elected and appointed at the Annual General Meeting for a term of two years. The executive committee will be entitled to co-opt members and these members will be entitled to vote w.r.t. decisions and business of the Art Association.

Any vacancy within the Executive Committee, may be filled by the Executive Committee by means of co-opting a member.

Should any member not attend three meetings in a row without any apology, that member will ipso facto no longer be a member of the Executive Committee.

The Executive Committee will convene as many times as is necessary to conduct meetings. The Executive Committee will be entitled to act and make decisions on behalf of the Art Association, including disciplinary action, sanctions and/or the suspension of a member when necessary.

#### 10. SUB-COMMITTEES

The Executive Committee will be entitled to appoint sub-committees to investigate and report on specific matters. The members of such committees need not necessarily be members of the management and can act in an advisory capacity. Sub-committees may also co-opt additional members with the approval of the Executive Committee. In cases where special ad-hoc committees are nominated by the Executive

Committee, such members will have full voting powers, regardless whether they are members of management.

The Executive Committee will nominate a day committee of no less than three members, including the Chairperson, the Vice-chairperson and the Secretary or Treasurer who will be empowered to make decisions when the need arises in between scheduled meetings of the Executive Committee. Decisions made by the day committee will be tabled and approved at the next Executive Committee meeting.

## 11. MEETINGS

An annual general meeting will be held in October of every year. It will coincide with the financial year end of the Art Association. All members will receive a notice of the meeting one month in advance. Written proposals for the agenda must be submitted in writing to the Secretary three weeks in advance. All members will receive the agenda at the annual general meeting. Management will present their report and year program for approval by the members of the Art Association. At the meeting the next management and \or additional members will be elected as necessary.

### 11.1 Special Meetings

The chairperson may at any time convene a special meeting of the Art Association for the executing of any such matters(s) as mentioned in the notice. The request for such a special meeting must be in writing, submitted by no less than seven members and submitted seven days before the date of such an event.

### 11.2 Quorum

The members attending the annual general meeting will represent a quorum, regardless of the number present. Honorary and life long members can form part of the quorum.

At management and sub-committee meetings, fifty percent of the committee or sub-committee, will represent a quorum unless par 11.1 comes into effect.

### 11.3 Control of Meetings.

The chairperson and in his/her absence the vice-chairperson will be leading meetings. In the event of both being absent, the meeting will nominate a chairperson for the meeting. The chairperson of a meeting will have the power to vote and to cast a decisive vote.

## 12. EXHIBITIONS

Members of the Art Association will enjoy preference during exhibitions however, the Executive Committee will be entitled to invite guest artists to participate in

exhibitions. With regards to the nature of the art work that qualify for exhibition, the standard of such art and the categories for which the art work is entered, the Executive Committee will be entitled to act decisively and to make decisions regarding such work.

### 13. FINANCES

The Art Association functions as a separate entity and manages and administers its own financial matters.

All moneys of the Art Association will be deposited in a bank account approved by management in the name of the Art Association. All cheques presented for payment against this account, must be signed by the following persons:

The chairperson (or acting chairperson), the vice-chairperson (or acting vice-chairperson) and the secretary or treasurer.

It is the duty of the treasurer to keep management informed regarding the finances of the Art Association. All expenses, i.e. electronic transfers as well as cheque payments, will be submitted at the following executive committee meeting for inclusion in the minutes. The day committee will be authorized to approve payments during the month until the next meeting where the payments will be included in the meeting minutes.

Annual management statements will be compiled and submitted at the annual general meeting.

### 14. ASSETS OF THE ART ASSOCIATION

In the event of the Art Association being disbanded, the disposal of the assets and capital of the Art Association will be decided on by the Executive Committee.

### 15. CHANGES AND ADDITIONS

This constitution may only be changed during an annual general meeting, or a special meeting of the Art Association, convened for this reason and then only when approved by seventy five percent of the members present.

No suggestions for the revising of the constitution will be considered or allowed unless submitted in writing to the secretary fourteen days in advance of such a meeting.