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ABA SPORTS CLUB BRIEF HISTORY AND PROFILE

Aba Sports Club was founded as Aba European Club in 1921 and incorporated as such on 12th March, 1926.

Its membership was then exclusively European, but by 1926, it had admitted 12 Africans. Thereafter, African membership of the Club increased; and in 1970, the first Nigerian President of the Club, Mr. Raleke Nwosu was elected.

The changes brought about by independence, led to the re-naming of the Club as Aba Club, and with the growing interest of the Club in Sports, the name was again changed, on 14th October 1982, to Aba Sports Club, which it has retained till today.

MEMBERSHIP

Membership is open to every prospective applicant, provided that he or she satisfies the prescribed requirements. Membership of the Club under a reciprocal membership arrangement, enables its members to gain access to facilities provided by its affiliated Clubs and vice-versa. The affiliate Clubs are listed on membership identity cards.

MANAGEMENT

The administration of the Club is vested in a Management Committee headed by a President. The Committee appoints members of sub- ,and ad-hoc, Committees to carry-out special assignments for the Club.

TRUSTEES

The rules of the Club provide for three Trustees who are appointed for the purposes of the Companies and Allied Matters Act as amended from time to time.

There is an equipped library named after the Late Sir Louis Mbanefo, a past Trustee of the Club.

SECTION 1

1. Name:

The Club shall be known as and called "*ABA SPORTS CLUB*".

Hereinafter referred to as the CLUB.

2. The Objects:

The objects for which the Club is established are:-

- (a) The advancement and promotion of sporting & social activities for the members of the Club, their families and guests.
- (b) To provide welfare, sporting and other facilities for recreation and relaxation for the members of the Club, their families and guests.
- (c) To engage in worthy charitable activities.
- (d) To set up trusts for the advancement of education, technology development and research.
- (e) To provide, renovate, build, maintain, or manage, any premises or buildings as may from time to time be required for the purposes of the Club.
- (f) To furnish and equip such buildings and premises with all necessary amenities.
- (g) To employ all such staff and other employees as may be required for the purposes of the Club.
- (h) To levy subscriptions, and accept donations (whether of real or of personal estate) devises and bequests, for all or any of the purposes of the Club.
- (i) To invest the moneys of the Club not immediately required for its purposes in such investments, securities or property as may be thought fit subject to such conditions (if any) as may be in existence or, and as required by law. In cases of investments in real property or similar transactions, approval shall be given by the General Meeting of the Club.
- (j) To do all such other things as are incidental or conducive to the attainment of the above objects or any of them provided that in case the Club shall take or hold any property which may be subject to any trusts. It shall only deal with or invest the same in such manner as is permitted by law having regard to such trusts.
- (j) To do all such other things as are incidental or conducive to the attainment of the above objects or any of them provided that in case the Club shall take or hold any property which may be subject to any trusts. It shall only deal with or invest the same in such manner as is permitted by law having regard to such trusts.

SECTION 2

Rule 1. MEMBERSHIP:

The Club shall consist of:-

- i. Resident Members
- ii. Distant Members
- iii. Temporary Members
- iv. Honorary Members
- v. Junior Members

Rule 2. ELIGIBILITY FOR MEMBERSHIP:

2.1) Resident Members:

- (a) Only persons who are ordinarily resident within Aba Metropolis or within a radius of 24 kilometres, starting from the junction of Factory Road, Aba and Ikot-Ekpene Road, Aba, are eligible to be Resident Members of the Club.
- (b) In the case of any person not ordinarily resident within the said radius of 24 kilometres specified in this Rule, he shall not be eligible to be admitted as a resident member unless there is not in existence in the area where he so ordinarily resides any facility comparable or similar to the Club.

2.2) Distant Membership:

Any person resident in Nigeria but not ordinarily resident within Aba Metropolis or within the radius of 24 kilometers prescribed in this rule is eligible to be admitted as a distant member.

2.3) Temporary Membership:

- (a) Any person who is not ordinarily resident with Aba Metropolis or within the radius of 24 kilometers prescribed in this Rule, and who is on a visit to Aba, shall be entitled to be admitted as a temporary member provided that the period for which he is admitted shall not in any case exceed six calendar months.
- (b) A temporary member shall be subject to all the rights and duties attaching to the membership of the club and entitled to all the privileges of the club, save as in rule 23. He shall not be entitled to be elected as a member of the Management Committee of the club nor to vote at any meeting of the club.
- (c) A temporary member shall be subject to all the rights and duties attaching to the membership of the club and entitled to all the privileges of the club, save as in rule 23. He shall not be entitled to be elected as a member of the Management Committee of the club nor to vote at any meeting of the club.

2.4) Honorary Membership:

- (a) Any person who in the opinion of the General Meeting has given distinguished or exceptional service to the community, State or Nation may be elected an Honorary Member of the Club. For a person to be so elected, he shall be proposed by the Management Committee of the Club and voted for at a General Meeting of the Club. The person sought to be so elected, shall have the votes of at least 2/3 (two thirds) of those duly registered as resident members of the Club present at the meeting.
- (b) Not more than one Honorary member shall be elected in any period of five years. However, where more than one person qualifies, the Management Committee shall recommend to the General Meeting, such persons for final endorsement. A Honorary Member shall be entitled to all the privileges of a Club member, save as in Rule 23. He shall not be required to pay fees and levies.
- (c) An Honorary Member shall neither be eligible to vote nor be voted for, at any meeting of the Club.

2.5) Joint Membership:

Any of the membership specified in Sub-Rules (2.1) to (2.4) of this Rule may be single or joint.

2.6) Single Membership:

Single membership shall be for:-

- (a) A male or female person who is not married (but the female shall forfeit her membership if she marries a non-member of the Club, unless she regularizes the new status).
- (b) The widow of a deceased member (but shall forfeit her membership if she remarries to a non-member of the Club, unless she regularizes the new status).
- (c) A widower who has indicated to the Management Committee that he is now single.

2.7) For categories specified in sub-rules (2.1) – (2.6)

A married woman cannot of herself apply for membership or be a member of the Club (that is to say, that a married female's membership of the Club is derived from the membership of her husband).

2.8) No person who is under the age of 18 shall be eligible for the membership of the Club as specified in sub-rules (2.1) – (2.7).**2.9) Junior Members**

- (a). A Junior member is a Child (so duly registered) of a Member and between the ages of 18 – 23 years.

- (b). He could become a Resident Member on the attainment of 21 years, subject to Rules 4 & 5, and shall be required to pay membership registration/admission fees at not more than 50% of current levels.
- (c). A Junior member who fails to apply for membership latest at age 23 years loses the right provided in paragraph (b) above.
- (d). A Junior member shall pay an annual fee of 10% of the annual subscription of a resident member. The fees shall be paid Once in a year within the 1st half of the year.
- (e). A Junior member shall obey all rules and regulations of the Club applicable to resident members; but shall not stand for election into any Management Committee position, nor can he vote or be voted for.
- (f). A Junior member can attend meetings of the Club as an observer, but shall not take part in the proceedings, nor contribute in any manner whatsoever to the proceedings of the meeting.

2.10) Procedure for Application:

- (a) Any person desiring to be a member of the Club shall apply on the prescribed application form.
- (b) He shall attach to the application form two passport photographs, each of self and spouse (where applicable).
- (c) The applicant must be proposed by two ordinary resident members each of whom must have been a member of the Club for not less than 36 consecutive months, and the application must be counter-signed by a member of the Management Committee.
- (d) The application will then be submitted to the Membership Secretary who shall process same and call for objections by pasting the application form on the notice board together with the passport photographs.
- (e) The application must be processed and pasted on the notice board for objections not later than **30 days** from the date when the application was submitted and any objection to the application must be within 30 days from the date of the calling for objections.
- (f) At the end of the period given for objections, the application forms and the passport photographs, together with any objections, shall then be submitted by the Membership Secretary to an-hoc Membership Committee to be set up by the Management Committee, to interview the intending members and make recommendations to the Management Committee, which shall consider such recommendations in accordance with the provisions of these Rules.
- (g) A member of the interview panel shall not be less than 3yrs as a member of the Club.
- (h) The Membership Secretary shall keep a register of rejected applications, stating clearly, reasons for the rejection, and any other relevant information.

- (i) A new member shall join at least two sections of the Club.
- (j) If an applicant is rejected in the admission process, such applicant shall not qualify for re-application of membership, until after two years.

Rule 3: MEMBERS CHILDREN (Minors)

- 3.1)** Members' children (minors) are children of members (so duly registered) and are between the ages of 1 year and 21 years.
- 3.2)** Members' children (minors) shall be issued with Identity cards at a fee to be fixed from time to time by the Management Committee.
- 3.3)** No child (minor) shall be allowed in the Main Bar.
- 3.4)** No child (minor) shall be served alcoholic drinks anywhere in the Club premises; and shall not be allowed to smoke anywhere in the Club premises.
- 3.5)** Nannies/escorts, so identified, accompanying children (minors) shall stay in the children play area and are not allowed to use Club facilities (except toilet areas) nor stay at the main bar.
- 3.6)** All children (minors) must leave the Club premises not later than 7.00pm, except on days of functions of the Club where children attendance are allowed, provided their escorts are in attendance.
- 3.7)** Children (Minors) are entitled to make use of the facilities of the Club subject to such restrictions and conditions as may be imposed from time to time.

Rule 4: ADMISSION FEES AND SUBSCRIPTION:

- 4.1)** The Management Committee shall from time to time recommend appropriate fees for new members and other fees (subscriptions) payable by members for:-
 - (a) Resident Membership
 - (b) Distant Membership
 - (c) Temporary Membership
 - (d) Junior Members

Membership subscriptions shall be half-yearly payable in advance: and shall be due on the first day of the half year (i.e. 1st January for the first half year, and 1st July for the second half year).

4.2) Absence from Aba for more than twelve months:

A member who is away from Aba for a period longer than 12 months at a stretch and has informed the Club in writing:

- (a) Shall retain his membership as resident member.
- (b) The Management Committee may waive the payment of any dues, subscription and levies in any period, for exceptional reasons.

4.3) Members in Arrears:

- (a) The membership of any member, who is one-half year, in arrears of subscription or any levy, shall be deemed to have lapsed, provided that the Management Committee may review any case on its merits and for sufficient cause shown by the member concerned.
- (b) A member is in arrears of the half-year if he has not paid as at 31st March for the 1st half-year, and 30th September for the 2nd half-year.
- (c) Any member whose membership terminates under this rule and who seeks re-admission may be re-admitted on payment of the arrears owing before termination of his membership, and subsequent arrears till-date, plus 25% of the current membership registration fees.

4.4) Effective Dates of Fees and Levies.

A change in membership subscription shall take effect from the first day of the next half year. Any levies or other fees imposed shall take immediate effect.

4.5) Exemption from Fees, Levies & Charges

Only Honorary Members are exempted from fees, levies and charges.

4.5) Membership Identity Cards

Members shall at all times, carry their membership cards and produce such on demand. Any member who by some error has not got his card on him, must be ready to wait whilst the Receptionist checks the authenticity of his membership. Any member who is found to have flouted the above will be subject to disciplinary action.

Rules 5. ADMISSION OF MEMBERS:

5.1) An intending member of the Club shall pay membership registration fees on application.

5.2) The Membership Secretary shall on an applicant being passed as eligible for the membership of the Club, communicate to

him in writing within three weeks of his success, and notify him of current subscription and levies.

- 5.3)** An applicant on being passed as eligible for the membership of the Club shall be inducted as a member at a ceremony to be arranged by the Management Committee. He shall then become a member of the Club, subject to its Rules and the rights and duties arising thereunder, and entitled to the privileges attaching to membership of the Club.
- 5.4)** An applicant who is rejected, shall have the balance of his admission fees only refunded to him, calculated pro-rata based on 12 Calendar months from date of application, or shall forfeit 25% of the fee, whichever is higher.

5.5) Transfer of Membership

A person may apply to be admitted into Aba Sports Club by way of transfer from an affiliate Club, subject to:

- (a) Clearance/testimonial of good membership of the applicant from the affiliate Club.
 - (b) On receipt of (a), the applicant shall be registered as a member of Aba Sports Club, on payment of subscription of Aba Sports Club (calculated pro-rata from the date of transfer); and the difference between the registration fees of Aba Sports Club; and current levies of Aba Sports Club and the affiliate Club (i.e. where the registration fees of Aba Sports Club is higher than that of the affiliate club he is transferring from).
 - (c) A member by transfer of membership shall not be required to be re-inducted into Aba Sports Club.
 - (d) On approval of transfer, the Membership Secretary shall publish the names and details of his transfer on the notice boards of the Club.
- 5.6)** A member of Aba Sports Club may request his membership to be transferred to an affiliate Club. He shall be entitled to a letter/testimonial of good membership if he is up to date in his membership subscription and levies – including same of his section.

Rule 6. GUESTS:

- (a) A member may bring guests to the Club. The member shall enter the name of such guest or guests in a register kept for this purpose and known as members' Guests Register. The member shall sign the register as the sponsor of the guest or guests, and shall pay, prior to admission, such sum of money for the admission of the guest as the Management Committee may from time to time prescribe.
- (b) Any visitor to Aba who is a member of an affiliate Club shall be entitled to enjoy the facilities of the Club provided he shows evidence of his up-to-date membership of the affiliate Club. On the evidence of his membership of the affiliate Club

being produced, he shall be given the Members' Guest Register which he must sign whenever he visits the Club.

- (b) Where such guest under (b) above, remains in Aba for a continuous period of more than six (6) months, he shall be required to regularize his membership in Aba Sports Club.

Rule 7. MANAGEMENT COMMITTEE:

- (a) The Club shall have a Management Committee.
- (b) The Management Committee shall have responsibility for the day-to-day running of the Club
- (c) The Management Committee shall consist of all the Honorary Officers of the Club

Rule 8. HONORARY OFFICERS OF THE CLUB:

- (a) The Club shall have the following Honorary Officers to be elected in accordance with the provisions of these Rules:-

- i) Hon President
- ii) Hon Vice-President
- iii) Hon General Secretary
- iv) Hon Treasurer
- v) Hon Membership Secretary
- vi) Hon Bar Secretary
- vii) Hon Sports Secretary
- viii) Hon Social Secretary
- ix) Hon Maintenance Secretary
- x) Hon Kitchen secretary
- xi) Hon Publicity Secretary
- xii) Hon Asst. Gen. Secretary

- (b) **Academic Qualification:** Each Officer shall have a minimum academic qualification of tertiary education Diploma to qualify to hold office.

Rule 9. DUTIES OF OFFICERS:

9.1) The President

Shall:

Preside over the affairs and meetings of the Club, except those of Sub-Committees and Ad-Hoc Committees of which he is not the Chairman;

9.2) The Vice President

Shall:

- (a) Act for the President whenever the President is absent and shall carry out such other duties as may be assigned to him by the President and/or the Management Committee, from time to time.
- (b) Be Chairman of Disciplinary Committees of the Club.

9.3) The General Secretary

Shall:

- (a) In consultation with the President convene meetings of the Club except meetings of Sub-Committees and Ad-Hoc Committees of which he is not the Secretary.
- (b) Be the Head of Administration of the Club.
- (c) Write, and dispatch circulars, letters, notices and carry out the correspondence of the Club;
- (d) Furnish reports of the activities of the Club;
- (e) Be responsible for the general management of Staff and the Secretariat of the Club;
- (f) Record and keep minutes of all the meetings of the Club except the minutes of Sub-Committees and Ad-Hoc Committees of which he is not the Secretary;
- (g) Control and supervise the activities of the Club Manager.
- (h) Perform all other duties as may be assigned to him by the President and /or the Management Committee.

9.4) The Treasurer

Shall:

- (a) Receive all moneys of the Club and give receipts thereof;
- (b) Immediately pay into the Club's bank account all moneys received by him on behalf of the Club;
- (c) Prepare statement of accounts for the half-yearly General Meetings of the Club;
- (d) Keep proper books of accounts wherein shall be entered all incomes and expenditures of the Club.

9.5) The Membership Secretary

Shall:

- (a) Process applications for admission as members, and present such applications before the Management Committee;
- (b) Notify members of the Club of persons applying to be admitted as members, and call for objections, if any, to such applications;
- (c) Be Chairman of ad-hoc Committee empanelled from time to time by the Management Committee, to interview intending members and shall present the recommendations of the Committee to the Management Committee;
- (d) Notify successful applicant(s) and inform him of what he is required to do to be fully admitted as a member;
- (e) Notify /effect refund of applicant(s) admission fees, whose application for membership has been rejected;
- (f) Keep a roll of members of the Club and inform them from time to time of any lapse in their financial obligations to the Club.
- (g) Ensure the proper conduct, dressing and behavior of members of the Club, their children/wards and their guests within the Club.
- (h) Be a member of disciplinary committee(s) of the Club, especially on issues affecting members of the club

9.6) The Bar Secretary

Shall:

- (a) Ensure that all regulations made by the Management Committee or by the General meeting of the Club with regards to the bars are strictly complied with.
- (b) Present quarterly accounting and administrative reports on the bars to the Management Committee.
- (c) Be a member of the panel for the engagement/ termination of the employment of bar attendants, for the purpose of the smooth running of the bars.
- (d) Officially suggest retail prices of products in the bars to allow reasonable profit for the Club, while being sensitive of their comparative prices outside the Club. Such proposals shall be within the guidelines given by the General Meeting of the Club from time to time.
- (e) Be in charge of bar activities during all Club functions to ensure orderliness and effective directives.

9.7) The Sports Secretary

Shall:

- (a) Organize the annual sports festival of the Club which should hold within the first quarter of the year.
- (b) Co-ordinate the sports activities of the various sections of the Club.
- (c) Liaise between the Captains of the various sports and the Management Committee.

9.8) The Social Secretary:

Shall:

Be responsible for organizing the social activities of the Club, and be the chairman of all Social Sub-committees and ad-hoc Committees of the Club.

9.9) The Maintenance Secretary

Shall:

Be responsible for the maintenance of the Club's buildings, facilities, premises, machinery and equipment.

9.10) The Kitchen Secretary:

Shall:

- (a) Be a member of the interview panel for kitchen contractors.
- (b) Ensure that prices of food in the kitchens are reasonable.
- (c) Be in charge of kitchen activities during Club functions to ensure orderliness and decency.
- (d) Be the chairman of all kitchen Sub-committees and ad-hoc Committees for Club functions.
- (e) Ensure that all kitchen staff conduct themselves in an orderly manner, and are in strict compliance with their uniforms to ensure good hygiene, good image and integrity of the Club.
- (f) By instructions and directives of the Management Committee, regulate comprehensively, the activities of the kitchen.

9.11) The Publicity Secretary

Shall:

Undertake the publicity of the activities of the Club and other matters as may be directed by the Management Committee of the Club.

9.12) The Assistant General Secretary

Shall:

Act for the General Secretary whenever the General Secretary is absent and assist the General Secretary in the performance of the duties of his office.

Rule 10. ELECTION OF THE MANAGEMENT COMMITTEE:

- 10.1)** The Election of the members of the Management Committee shall be annually, on a day fixed by the Management Committee of the Club. All dully registered members of the Club present at the meeting, and who are up-to-date with their subscriptions, levies, and other financial obligations to the Club, shall be eligible to vote, and be voted for.
- 10.2)** Only members of the Club who have been Resident Members for a period of not less than three years shall be eligible to stand election provided that in calculating the said period of three years, membership of an affiliate Club before becoming a member of the Aba Sports Club, shall be taken into account
- 10.3)** All nominations for election into the Management Committee shall be pasted on the notice boards of the Club at least 72 hours before the Election Meeting, together with the names of the proposer and seconder. For each office, the nominee must signify his willingness to contest. The nominee, proposer and seconder must be up- to-date with their subscription, levies and other financial obligations to the Club.
- 10.4)** Campaigns shall commence immediately after the AGM preceding each election. Such campaigns shall last till the manifesto night of the club which shall be 48 hrs before election. Campaigns shall cease at 12 O'clock, mid-night, of the manifesto night.
- 10.5)** Election materials shall be hand bills of not exceeding 14cm x 22cm, and posters not exceeding A3, in size.
- 10.6)** Campaign posters can only be pasted in Sections of the Club. Not more than three posters are allowed per contestant in a section, and where a section has notice board(s), such material must be on the notice board(s). Handbills can be distributed to members, individually, anywhere in the Club.
- 10.7)** All nominees shall present their manifesto to the Club members, 48 hours before the election.
- 10.8)** The election into the Management Committee shall be by secret ballot taken on the Election Day.
- 10.9)** Unopposed contestants must score over 50% of votes cast on the election day to be declared winner.
- 10.10)** **No person shall be elected President or Vice-President or General Secretary of the Club unless he has previously served as a member of the Management Committee.**

10.11) Half of the members of the Management Committee shall retire in yearly rotation, in the following combinations:-

A) Hon. President
Hon. Asst. Gen Secretary
Hon. Membership Secretary
Hon. Bar Secretary
Hon. Sports Secretary
Hon. Social Secretary

B) Hon. Vice-President
Hon. Gen. Secretary
Hon. Treasurer
Hon. Maintenance Secretary
Hon. Publicity Secretary
Hon. Kitchen Secretary

10.12) Term & Tenure of Office

- (a) Provision of this sub-rule is for a term of two years tenure, per post.
- (b) An Officer shall retire at the end of 2years on the post, and shall not be eligible for a second term, except as provided in paragraph (c) of this sub-rule, below.
- (c) A retired Officer may submit himself for re-election for the same post after the end of three terms i.e. after 6 years of leaving the office.
- (d) A retiring/retired Officer may submit himself for election into another post at any time he desires.
- (e) A serving Officer may stand for election into any other post he desires. He shall not be required to resign from his current office before submitting himself for the election. He shall revert to his former post to complete his tenure, if he fails to be elected into his desired new post.

Rule11. PROCEEDINGS OF THE MANAGEMENT COMMITTEE

- 11.1)** The Management Committee shall meet at least once each calendar month. Not more than thirty-one days shall elapse between one meeting and another.
- 11.2)** At any meeting of the Management Committee, the President shall preside and in his absence the Vice-President. In the absence of both of them, the General Secretary shall preside. The meeting stands postponed to another date (to be advised in the usual manner) if none of these three officers is present.
- 11.3)** Five members of the Committee (amongst whom is one of these officers:- President, Vice President, General Secretary) shall constitute a quorum. The Committee shall not proceed to business unless a quorum is formed.
- 11.4)** All matters discussed at the meeting of the Management Committee shall be decided by simple majority. In the event of a tie the Chairman of the meeting shall have a second and casting vote.

11.5) Any vacancy in the Management Committee before an election may be filled by the Management Committee provided that a vacancy for the post of the Hon. President, Hon. Vice President and Hon. General Secretary shall be filled by an Extra-Ordinary General Meeting of the Club convened solely for that purpose.

A decision of the Management Committee or anything done by it shall not be invalidated by reason merely of a vacancy or vacancies in the Management Committee.

11.6) Eligibility to fill any vacancy under sub-rule 11.5 above shall be in accordance with sub-rule 10.2.

11.7) The Management Committee shall have the power to set up a sub-committee from amongst its members or an ad-hoc committee from among the members of the Club for any special purpose as shall be considered necessary by the Management Committee. The Chairman and the members of any such sub-committee or ad-hoc committee shall send their recommendations to the Management Committee for ratification and approval.

11.8) Absence from Management Committee Meetings

(a) Any member of the Management Committee who, without reasonable excuse (in writing), absents himself from the meetings of the Management Committee for three consecutive times or fails to carry out the duties of his office shall be deemed to have resigned from the Management Committee and his post shall automatically become vacant.

(b) Any such officer may make a written representation to the Management Committee. The Management Committee shall consider the written representation on its merit.

(d) The aggrieved, if still not satisfied, may appeal to the General House to consider his case. Notice of such appeal, must be lodged with the General Secretary who will convene an Extra-Ordinary General Meeting of the Club within fourteen days of the receipt of the notice solely for the purpose of hearing the appeal. Pending the hearing of the appeal, the appellant shall stand suspended from the Management Committee.

An appeal against a decision of the Management Committee under this Rule cannot be entertained unless notice of it is lodged with the General Secretary not later than 10 days from the date the appellant is notified of his resignation from the Management Committee of the Club.

Rule 12. POWERS AND DUTIES OF THE MANAGEMENT COMMITTEE:

(a) The Management Committee shall administer the affairs of the Club, including its sports and social activities. It may make such regulations not inconsistent with these Rules as may be necessary for carrying out its functions.

(b) The Management Committee shall be responsible for the appointment, general control and discipline, including termination and dismissal, of the staff of the Club.

- (c) The Management Committee shall have power to regulate Bar and Kitchen prices and other prices, rents or charges.
- (d) The Management Committee shall keep a minutes Book, under the custody of the General Secretary, wherein shall be recorded all the decisions taken at its meetings. The minutes of any meeting of the Management Committee shall be signed by the Chairman of the meeting whereat the minutes are read and approved, and countersigned by the General Secretary.

Rule 13. APPOINTMENT AND REMOVAL OF TRUSTEES

- 13.1)** The Trustees of the Club for the purposes of the Company and Allied Matters Act (2004), as from the time amended, shall be appointed at the General Meeting of the Club.
- 13.2)** Such Trustees (herein after referred to as “The Trustees), shall be three in number and shall be known as “The Registered Trustees of Aba Sports Club”
- 13.3)** The Trustees who must be members of the Club must be recommended by the Management Committee and approved by the general meeting of the Club by simple majority.
- 13.4)** The Trustees may hold Office for life, but a Trustee shall cease to hold office if he:
 - (a) Resigns his office.
 - (b) Becomes insane or otherwise totally incapacitated.
 - (c) Is officially declared bankrupt
 - (d) Is convicted of a criminal offence by a court of competent jurisdiction.
- (e) Is recommended for removal from office by the Management Committee and the recommendation is approved by 2/3 (two thirds) majority of those present and voting, at the General Meeting.

Rule 14. GENERAL MEETINGS & ELECTIONS

14.1) General Meetings

- (a) The club shall have two half-year General Meetings in a year, the first to be held towards the tail end of the first half year; and the second to hold towards the tail end of the second half of the years. Each of the meetings shall be known as Half-yearly General Meetings.

- (b) Any other General Meeting shall be known as Extra -Ordinary General Meeting or Election Meeting.
- (c) A half-yearly meeting shall be held on a date fixed by the Management Committee, provided the first one comes up not earlier than 31st May, and not later than 10th June; and, the second not earlier than 10th November, and not later than 20th November, of the year.
- (d) An Extra-Ordinary General Meeting shall be held:-
 - i) When the Management Committee thinks fit or
 - ii) Whenever a requisition signed by not less than fifty members who are up-to-date with their financial obligations to the Club specifying the business to be transacted at the Meeting is deposited with the General Secretary demanding that an Extra-Ordinary General Meeting be convened. If after 21 days from the deposit of the requisition, the Management Committee does not proceed to convene the Extra-Ordinary-General Meeting, the members requisitioning for the Extra-ordinary General meeting may proceed to convene the meeting and decisions taken thereat shall be as valid as if the meeting was convened by the Management Committee, provide that the notice convening the meeting was signed by not less than 2/3 (two-thirds) of the members who requisitioned for the Extra-Ordinary General Meeting.
- (e) If after half an hour from the time appointed for a meeting a quorum is not formed, the meeting if convened upon the requisition of members shall be dissolved; in any other case it shall stand adjourned to the same day in the next week at the same time and place, and if at the adjourned meeting a quorum is not formed after half an hour from time appointed for the meeting, the meeting shall stand dissolved.
- (f) If arising from (e) above, a meeting is dissolved, the Management Committee shall continue to administer the affairs of the Club as set out in these rules.

14.2) Election Meeting

- (a) The Club shall have annual Election Meetings to elect members into the Management Committee for positions due, on a day fixed by the Management Committee, not earlier than 14 days and not later than 18 days after the 2nd half-yearly General Meeting.
- (b) Retiring members of the Management Committee shall handover to their successors in writing within 48 hours of the election.
- (c) If after an Election Meeting, some offices still remain vacant, the Hon. President shall hold a meeting with the serving members of the Management Committee, and by simple majority voting at its next meeting, co-opt members of the Club to serve in the vacant offices as given in these rules.

Rule15. QUORUM AT GENERAL MEETING:

- (a) Save as otherwise in these rules provided, the quorum for any General Meeting, Extra-Ordinary General Meeting, and Election Meeting of the Club, shall be fifty members, who signed-in, in the attendance register, and are financially up-to-date.
- (b) No General Meeting, Extra-Ordinary General Meeting, or Election Meeting of the Club shall proceed to business unless a quorum is formed.

Rule 16. BUSINESS TO BE TRANSACTED AT HALF-YEARLY GENERAL MEETING:

The following business shall be transacted at half-Yearly General Meetings of the Club.

- (a) Reading and Adoption of the minutes of the previous Half- yearly General Meeting and any intervening Extra-Ordinary General Meeting.
- (b) Matters arising from the minutes.
- (c) Report of the Management Committee on the state of the Club (otherwise called the President's address).
- (d) Matters arising from the President's address.
- (e) Financial Statement by the Treasurer in respect of the past half-year.
- (f) Matters arising from the Treasurer's financial statement.
- (g) Audited Accounts of the Club for the past half-year.
- (h) Any other business.
- (i) Appointment /re-appointment of Club auditors.
- (j) Announcement of Management Committee posts due for retirement and date of election.
- (k) Declaration of commencement of Election campaigns, by the Hon. President.

Note: items I, J and K) are applicable to only the 2nd half-yearly meeting.

Rule 17. BUSINESS TO BE TRANSACTED AT ANNUAL ELECTION MEETING:

- (a) Reading and adoption of the minutes of the previous election meeting.
- (b) Retirement of members of the Management Committee.
- (c) Election of members of the Management Committee.

Rule 18. CONVENING OF GENERAL MEETINGS:

18.1) Notice of General Meetings shall be as follows:-

- (a) In the case of Half-Yearly General Meeting, not less than 21 days before the day appointed for the meeting;
- (b) In case of Extra-Ordinary General Meeting, not less than 14 days before the day appointed for the meeting.
- (c) In case of Election Meeting, not less than 12 days before the day appointed for the meeting together with the posts due for election.

18.2) The Agenda for the Half-yearly general Meeting shall be pasted on the notice board of the Club not less than fourteen days before the day appointed for the meeting.

In the case of an Extra-Ordinary General meeting, and Election Meeting, it is sufficient if the business to be transacted thereat is specified in writing and pasted on the notice boards of the Club not less than seven days before the day appointed for the meeting.

Rule 19. SUPREMACY OF THE GENERAL MEETING:

- (a) The Supreme authority over the affairs of the Club shall be the General Meeting.
- (b) All the members of the Club who are up-to-date with their subscriptions and levies shall be entitled to attend the General meetings of the Club and to vote thereat.
- (c) Save as otherwise in these Rules provided, decisions at any General meetings of the Club shall be by simple majority. Voting may be by secret ballot or by show of hands. In any case where a decision is to be taken by a simple majority and there is a tie, the Chairman presiding at the meeting shall have a casting vote in addition to his ordinary vote.

Rule 20. FINANCE:

20.1) Revenue:

The Club shall derive its revenue from the following sources:-

- (a) Membership registration fees payable by members on admission.
- (b) Membership subscriptions;
- (c) Levies which shall be approved by the Club in General Meeting;
- (d) Donations, grants, sponsorships, endowments and similar payments by any person;
- (e) Proceeds from social activities;
- (f) Any other sources.

20.2) Banking:

- (a) All moneys of the Club, except such money as are held as imprest account (at a level fixed by the Management Committee from time to time) shall be paid into the Club's Bank accounts within 24hrs (for weekdays), and 72hrs (for weekends), of receipt.
- (b) The Club's account shall be kept with such local banks as the Management Committee may decide, and all cheques and other monetary instruments drawn on the Club's account shall be signed by any two of the following officers: The Treasurer, the President and the General Secretary.
- (c) There shall be kept with such local Bank as the Management Committee may decide, an account which shall be called the bar account. All cheques and other monetary instruments drawn on the bar account shall be signed by the Bar Secretary with any of the following: The President and the Treasurer.

20.3) Expenditure:

- (a) All moneys to be paid out of the Club's fund must be approved by the Management Committee and the voucher authorizing the payment must be signed by the President or the General Secretary.
- (b) The Management Committee may not incur any expenditure of more than N500,000.00 (Five hundred thousand naira) on any one item without reference to a General meeting of the Club.

20.4) Accounts:

- (a) The Management Committee shall cause proper books of accounts to be kept for:
 - (i) All sums of money received and expended by the Club;
 - (ii) All sales and purchases made by the Club and all supplies of goods made to it;
 - (iii) The assets and liabilities of the Club.
- (b) "Proper books of accounts" means such books as are necessary to give a true and fair view of the Club's affairs and to explain its true transactions.
- (c) The books of accounts shall be kept in the office of the General Secretary.
- (d) The accounts of the Club shall be audited half-yearly by auditors to be appointed by the Club in the General Meeting.

The Half-yearly accounting periods shall be:-

1st half: 1st January – 30th June

2nd half: 1st July – 31st December.

The accounts so audited with the Auditors Reports therein shall be pasted on the notice boards of the Club not less than 14 days before the Half-Yearly General Meeting before which the audited accounts, are to be laid.

RULE 21. SECTIONS OF THE CLUB

21.1) There are 15 accredited sections in the Club at the commencement of these Rules, that is to say:

- 1) Badminton
- 2) Billiards /Snooker
- 3) Bus-Stop
- 4) Chess
- 5) Darts
- 6) Draught
- 7) Football
- 8) Golf
- 9) Gymnasium (Fitness/Jogging)
- 10) Lawn Tennis

- 11) Music
- 12) Squash
- 13) Swimming
- 14) Table Tennis
- 15) Tombola

- (a) The body of Officers of a section shall be known and addressed as the **EXECUTIVE COMMITTEE**, and which shall be headed by a **CAPTAIN** (except for the Bus-Stop Section, which is headed by **The Chairman**).
- (b) Sections can engage in sporting activities with any other team or association from outside the Club with the knowledge and consent of the Management Committee of the Club.
- (c) New sections within the Club may be formed, or encouraged, along the following interests, subject to sub-rule 21.2, hereof:
 - Sporting events
 - Indoor Games
 - Arts & Drama
- (d) No new section shall be deemed to exist until same has been approved in writing by the Management Committee of the Club in accordance with sub-rule 21.2, hereof.
- (e) All other sports/games not accredited /recognized as sections in accordance with these rules, shall be classified as '**other games**' and shall be administered by the Sports Secretary who may appoint co-coordinators for the games.
- (g) **Administrative Dissolution:** The life of an Executive Committee shall be 24 months from the date of its election. It stands automatically dissolved at the 2nd-anniversary date, and an election held to elect new officers of the section.

Notices for election shall be made as appropriate by the outgoing Executive Committee. Where an election is not called or He

Id, the section shall be administered by the Sports Secretary who may appoint a Sole Administrator to oversee the activities of the section for a period not more than 3-months, during which a new Executive Committee will be elected.

- (g) **Disciplinary Dissolution:** The Executive Committee of a section may be dissolved by the Management Committee for the following reasons:
 - Gross insubordination,
 - Flagrant flouting of the rules & bye-laws of the Club,
 - General mismanagement,
 - Evidenced administrative instability in the section,
 - Disgraceful conduct thereby bringing the image and integrity of the Club into disrepute at an external tournament /engagement,
 - Loss of confidence and general discontent in the executive committee by members of the section (who have, in this

case, made written representation to the Management Committee stating its grievances. Such representation shall be signed by 1/3 of financial or 25 financial members of that section).

Where an Executive Committee is dissolved, the section shall be administered by the Sports Secretary (Assistant General secretary, in the case of the Bus-Stop), who may appoint a Sole Administrator, to oversee the activities of the section for a period of not more than 3-months, during which a new Executive Committee shall be elected.

21.2) Formation of a Section

Procedure:

- (a) A group of members seeking recognition for a new section shall make a formal written application to the Management Committee, supported with the following documents of the proposed section:
- A list of its protem members (minimum of twenty) and protem officers
 - A draft of its rules & regulations
 - Must have been active for a minimum of Twelve months

The Management Committee shall verify the authenticity of the details of the paragraphs above and satisfy itself that no provision of the rules and regulations so submitted shall conflict with any aspect of the Club's Rules and Regulations.

- (b) Where all the requirements are met, a motion moved by the Management Committee, seeking recognition of the applicant section, shall be moved at a General Meeting of the Club. A simple majority of Members present & voting at the General Meeting shall approve the recognition.

21.3) Sectional Rules & Regulations

- (a) Sections are allowed to have their own sectional rules and regulations. These must be in a written document approved by 2/3 of the registered, financial members of the section, present and voting at a general meeting of the section called specifically for that purpose; and deposited with the Management Committee.
- (b) Members of the section are bound by the rules and can be disciplined therefrom.
- (c) Members disciplined in the section can appeal to the Management Committee of the Club.
- (d) Where circumstances dictate, a section may refer a disciplinary matter to the Club's Management Committee to handle.
- (e) The executive committee of a section shall exercise discipline in the section through the section's disciplinary committee whose recommendation shall be implemented by the section's executive committee.

- (f) Where any part/clause of the sectional rules conflict or is at variance with the rules of the Club, that of the Club shall prevail.

21.4) Sectional Funds

Sections are allowed to:

- (a) Charge sectional registration fees (approved the Management Committee).
- (b) Charge sectional annual subscription at a level approved by the Management Committee, and not higher than that of the Club.
- (c) Impose levies.
- (d) Receive donations & sponsorships

All such funds shall be kept in a Bank account opened and designated for the section by the Executive Committee with the approval of the Management Committee.

The Management Committee shall retain 10% of all monies sourced for a section as donations or sponsorships (for tournaments or otherwise) from external persons.

Where a section sources such monies directly by itself, the section shall pay 10% of the amount to the Club.

All cheques and other monetary instruments drawn on the section's account shall be signed by any two of the following officers: The Captain/Chairman, The Secretary, and The Treasurer.

- 21.5)** The section shall keep proper books of accounts and such books of the section will be available for inspection by the Club's Treasurer thrice annually (April, August and December).

- 21.6)** The accounts of the section shall be audited half-yearly by Auditors to be appointed by the section (and approved by the Management Committee of the Club).

The expenses where applicable for such audit shall be paid from the account of the section. The accounts so audited shall be pasted on the section's notice board for at least 7-days, and a general meeting of the section called thereafter, specifically to discuss it.

21.7) External Correspondence

Sections shall not enter into written correspondence with organizations, bodies or Clubs (including affiliate Clubs) external to Aha Sports Club. All such correspondences shall be undertaken by the General Secretary (or the President, as the case may be) of the Club, on behalf of the Section.

Rule 22. DISCIPLINE OF MEMBERS:

22.1) Breach of Rules & Regulations

- (a) All members of the Club shall observe the Rules of the Club and Regulations made thereunder. They shall conduct themselves in a manner consistent with good behaviour.
- (b) The Management Committee shall investigate any alleged breach of these Rules and the Regulations made thereunder, or any complaint against any Member of the Club whenever such a breach or complaint is brought to its notice.
- (c) If a case is made out against the Member charged with the breach or complained against, he shall be required to offer a defense.
- (d) If the Member's defense is such as will not be able to absolve him from guilt, and if in its opinion the conduct for which he has been found guilty is considered capable of injuring the good name and credit of the Club, the Management Committee may **Warn, Suspend or Expel** him..
- (e) The effect and consequences of a warning or suspension on a Member shall not extend to his spouse and children. A member under suspension shall not be allowed into the Club as a Guest or partner of a Member.
- (f) A Member warned or suspended has no right of appeal to the General meeting of the Club, provided that the suspension is for a definite period, and not more than 12 calendar months.
- (g) In the case of expulsion, the Member so expelled shall have the right of appeal to the General Meeting of the Club. The General Secretary will convene an Extra-Ordinary General Meeting within fourteen days of the receipt of the notice solely for the purpose of hearing the appeal.
Pending the hearing of the appeal, the appellant shall stand suspended from the Club. An appeal against a decision of the Management Committee under this Rule cannot be entertained unless notice of it is lodged with the General Secretary not later than 31 days from the date the appellant is notified of his expulsion from the Club.
- (h) The appellant shall be invited to attend the General Meeting at which his appeal is to be heard. The appellant shall be allowed to present and argue his appeal and shall be required to answer questions put to him by members. Thereafter he shall be asked to withdraw. The General Secretary shall subsequently advise the appellant as to the result of his appeal as decided by a secret ballot of the majority of the members present.
- (i) Any Member expelled from the Club under this rule shall forfeit all moneys paid by him to the Club. The expulsion extends to the Spouse and Children of the Member.

- (j) An expelled member of the Club may apply for re-admission as a member of the Club after Ten years of expulsion. His application shall be considered at the general meeting of the Club. If the application is approved, he shall be required to pay the admission fee of the Club as at the time of re-application. The expelled member that is re-admitted shall not be required to undergo the Club's induction ceremony.
- (l) Where a member seeks external redress, on any issue, contrary to the provisions of this rules, such member automatically places himself on suspension until the Club reviews his membership in the general meeting of the Club.
- (l) Any member of the Club who intentionally damages any Property of the Club shall make good the damage either by restitution or compensation.

22.2) Bar/Kitchen debtors

Members must settle all Club bar/kitchen (operated by the Club) bills. Debt incurred must be paid within 30 days, failing which the Member would automatically be suspended initially for 7 days, and will remain suspended until the debt is settled.

Rule 23: DEATH BENEFITS

- (a) There shall be death benefits for members.
- (b) The Club shall set aside such money as accrued as insurance premium, towards payment of death benefits (insurance) of members.
- (c) The death benefit insurance scheme shall be underwritten by an insurance company through the Club's Insurance Broker.
- (d) Other death benefits shall be undertaken by the Club as part of the obsequies as follows:
 - (i) Wake-keep and attendance to burial ceremonies
 - (ii) Obituary announcement in local newspaper/Television.
 - (iii) Official representation at the burial ceremony of a deceased member. At least Two members of the Management Committee shall constitute the official representation

Rule 24. THE INCOME AND PROPERTY of the Aba Sports Club howsoever derived shall be applied solely towards the promotion of the objects of the Club as set out in these Rules and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Club; provided that nothing herein shall prevent the payment in good faith, of reasonable and proper remuneration to any officer or servant of the Club in return for any service actually rendered to the Club but so that no member of the Management Committee shall be appointed to any salaried office of the Club; and that no remuneration or other benefit in money or monies be given by the Club to any member of the Management Committee except repayment of out-of-pocket expenses.

Rule 25. GENERAL:

(a) Club Hours:

These shall be decided by the Management Committee

(b) Cheques:

No cheques shall be accepted in the bar from any person other than from a Resident Member.

(c) Animals

No animals shall be allowed in the Club premises.

(d) Dress:

The Management Committee is empowered to lay down standards of dress.

(e)Swimming Pool:

(i) Children Under 14:

No child under the age of 14 years shall be admitted to the swimming pool unless he is accompanied by an adult who must remain around the swimming pool area. No child under the age of 14 years may enter or remain in the swimming pool area after 6.00pm.

(ii) Food and Drinks:

Food and drinks shall not be served or consumed on the concrete surrounding the swimming pool.

(iii) Changing:

Changing is only permitted in the cloak rooms and is forbidden elsewhere within the Club premises.

(iv) Outfits:

Proper swimming outfit must be worn by those using the pool.

Rule 26. INTERPRETATION OF THE RULES:

In these rules:

- 1i) "The Club" means Aba Sports Club.
- ii) "Simple Majority" means majority that is not qualified.
- iii) "The Management Committee" means the Management Committee of Aba Sports Club.
- iv) "Affiliated/Affiliate Club" means a Club that has a reciprocal arrangement with Aba Sports Club with regard to the enjoyment of the facilities of both Clubs by members of both Clubs.
- 2) Unless the context otherwise requires, words importing the singular shall include the plural and vice versa, and words importing masculine gender shall include females, and the words importing persons shall include bodies corporate.
- 3) 'AGM' means Annual General Meeting of the Club.
'EGM' means Extra-ordinary General Meeting, of the Club.
- 4) In any reference to an Officer of the Club, it should be assumed prefixed with the word 'Honorary' (i.e. where the prefix is omitted)
- 5) Any question concerning the interpretation of these Rules and any case not provided for by these Rules shall be referred to the Management Committee whose decision shall be binding.

Rule 27. COMMON SEAL:

- (1) The Club shall have a Common Seal;
- (2) Such Common Seal shall be kept by the General Secretary who shall produce it when required for use.