

SDSRA Constitution

Section 1: Name

The name of the organisation shall be the **St Davids Square Residents Association (SDSRA)**

Section 2: Aims and Objectives

1. To promote St Davids Square Development (Estate) as an attractive and a desirable place to live and the choice place to invest in property.
2. To foster a continuing dialogue, discussion and exchange of ideas in issues of interest to Members and those affecting the Estate.
3. To promote, uphold and represent the interests and welfare of Members.
4. To strive to achieve a high standard of upkeep and maintenance of the Estate at acceptable and reasonable cost through regular dialogue with the Development Management Company or the Freeholders as and when necessary.
5. To fortify neighbourly cultural tolerance and understanding amongst Members.
6. To **organise events and activities to cater for the interests and needs of the Members.**

Section 3: Membership and Subscription

3.1 Full Member

Full membership is open to all registered Proprietors of any of the properties within the Lockes Wharf Development, now known as St Davids Square, **but always subject to one Full Member per property.** Full Members have the right to vote, hold office, attend and participate in any event organised by the Association. Full Members have the right to enquire into and inspect the Association's Accounts provided that 7 day's notice is given to the Treasurer. Any Full Member is allowed to attend any Executive Committee meeting as long as the Secretary is informed in writing 3 day's before the meeting takes place. However, the Full Member can only act as an observer. Full membership subscription is payable annually.

3.2 Associate Member

Associate membership is open to joint Proprietors not eligible for full membership and all other Residents of any of the properties within the Estate provided that the application is supported by an existing Full Member. Associate Members may attend Annual and Extraordinary General Meetings, observe Executive Committee meetings and shall enjoy the benefits and privileges of full Members except neither to vote nor to hold office provided always that they may cast proxy votes when authorised only by their respective Member Landlords. Associate membership subscription is payable annually.

3.3 Subscription

The subscription for a particular year shall be determined by the current Executive Committee subject to approval by simple majority vote at an Annual General Meeting. Annual subscription for full and associate membership shall be equal and payable on or before the 1st April of each calendar year.

Section 4: Termination

4.1 Voluntary Termination

Membership may be terminated in writing by a Member without assigning any reason. Any Member who neglects to pay his subscription within 1 calendar month after the same shall fall due shall be required by the Executive Committee to pay same, and if he fails to pay for 1 calendar month thereafter shall have his membership terminated.

4.2 Automatic Termination

Automatic termination of membership shall occur when a Member relinquishes his proprietorship or in the case of associate Members when he no longer resides within the Estate.

4.3 Disciplinary Termination

If in any case the Executive Committee feels that a Member's action contravenes with the aims and objectives of the Association, the Executive Committee reserves the right to suspend or expel the Member concerned provided that two-thirds of the Executive Committee is in favour of such action.

Section 5: Office Bearers

5.1 Executive Committee

The Executive Committee shall consist of the Chairman, Secretary, Treasurer and six elected ordinary Committee Members and shall hold office for a period of minimum one (1) and maximum two (2) years. Retirement, but always subject to maximum of five (5) at any one time, shall be by rotation and on retirement shall be eligible for nomination and re-election. The Chairman has the right to appoint up to four Committee Members after consulting the Executive Committee, if the need arises. However, these appointed Committee Members have no right to vote in an Executive Committee meeting. An Auditor shall be appointed by the Executive Committee each year to audit the Association's Accounts.

5.2 Committee Meetings

The Chairman or the Secretary (in the absence of the Chairman) reserves the right to summon an Executive Committee meeting. The quorum for an Executive Committee meeting shall be five. Any Executive Committee Member not attending three consecutive Executive Committee meetings shall automatically cease to be a member of the Executive Committee, unless a satisfactory explanation is given to the Executive Committee.

5.3 Authority

The Executive Committee has the authority to receive and utilise financial resources on behalf of the Association and is responsible for the management of the Association. The Executive Committee has the powers to make and amend by-laws as deemed fit for the routine management of the Association. These by-laws shall be made available to all SDSRA members by the Secretary.

5.4 Vacancy

In the event of a vacancy in the Executive Committee, the Chairman reserves the right to appoint an Executive Committee member to fill that vacancy after consulting the Executive Committee. The Secretary shall inform the Members within 14 days of the appointment.

Section 6: Duties of the Chairman

6.1 Duties

The Chairman will chair all meetings of the Executive Committee and has a casting vote where there is no clear majority.

6.2 Absence

In the temporary absence of the Chairman, the Secretary shall assume all authorities, duties and responsibilities of the Chairman. If a vacancy should arise in the office of the Chairman, the Secretary shall call a by-election within 30 days.

6.3 Authority

For the purposes of any meeting, the Chairman shall be the sole interpreter of the Constitution and the Association bye-laws except that his ruling can be challenged by two-thirds of the Members present.

Section 7: General Meetings; Annual and Extraordinary (AGM and EGM)

7.1 Notice of AGM

The Chairman shall summon an Annual General Meeting (AGM) within the 2nd quarter of each calendar year for which a 21 day's notice must be given. At the AGM, the Association shall elect the Executive Committee for the following year. The Executive Committee-elect shall assume office after a transition period of 7-14 days. Only Members present at the AGM can be nominated unless the absent Full Member has given his consent in writing to be nominated.

7.2 Notice of EGM

An Extraordinary General Meeting (EGM) can be summoned by the Chairman or any three of the Executive Committee members. It may also be called by either twenty Full Members or one-third of full membership (whichever is less), provided that 21 day's notice is given to the Executive Committee. It is the duty of the Executive Committee to inform all SDSRA Members 7 days prior to the date of the EGM.

7.3 Quorum

At least one-third of the total number of Full Members must be present at an AGM/EGM in order for it to be valid. If a quorum is not met in AGM after a reasonable period, a second AGM shall be summoned within a certain period to be decided by the Executive Committee. If a quorum is still not met in the second AGM, a valid AGM shall proceed after 1 hour.

7.4 Motion

A motion may be tabled at an AGM/EGM by any full Member, provided that it is given in writing to the Secretary who shall inform the members within 7 days prior to the date of the AGM/EGM. Any motion and any amendment to the motion shall require a proposer and a seconder and shall be carried through by a simple majority.

7.5 Voting

Only Members present at the AGM/EGM shall be entitled to vote, but a full Member may in advance of the meeting, give his vote to the Chairman or nominate a proxy to vote on his behalf. A Full Member attending this meeting can cast his own vote and up to two (2) proxy votes and an Associate Member may cast one proxy vote that of his Member landlord (provided that the appropriate forms have been filled). Full Members voting by proxy or post, shall be deemed to be present at the meeting. Voting shall be by secret ballot. Exhaustive Ballot Voting system shall be used to count the votes.

7.6 Amendment to Constitution

Any part of the Constitution can only be amended at an AGM/EGM. Provided that the conditions of AGM/EGM are met, the motion for amendment must be voted for by at least two-thirds of the Full Members present.
