CONSTITUTION OF THE RUNNING EDGE ATHLETICS CLUB

08-11-2025

1. PREAMBLE

The Running Edge Athletics Club, seeing Sport as an integral part of Society, constitutes the Club as an affiliate of Athletics Free State (AFS) and to be run in accordance with and subject to the rules and regulations of World Athletics (WA), Athletics South Africa (ASA) and AFS.

2. DEFINITIONS

In this Constitution, unless the context otherwise indicates,

2.1 **Athletics** means track and field, road running, off-road running, trail running, race walking, mountain racing and cross country running.

2.2 **Club** means the Club duly constituted in terms of this Constitution.

2.3 **Member** means a member as defined in paragraph 8 of this Constitution.

2.4 **Day** means a calendar day unless the context specifies otherwise.

2.5 **Notice** means by:

2.5.1 **E-mail** to the last known e-mail address of the member provided to the secretary, and notice shall be deemed to have been given immediately upon receipt of a delivered transmission report; or,

2.5.2 **WhatsApp** message to the last known WhatsApp accessible contact phone number of the member provided to the secretary, and notice shall be deemed to have been given immediately upon receipt of confirmation of delivery and access as provided by the WhatsApp platform.

2.6 Words in the singular number include the plural, and words in the plural number include the singular, where the context so indicates.

3. NAME OF THE CLUB

The name of the Club is **The Running Edge Athletics Club** (hereinafter referred to as "the Club").

4. LEGAL PERSONALITY

The Club shall have legal personality and shall, through its authorised representatives:

4.1 have an independent existence;

4.2 be entitled to acquire, encumber or dispose of movable or immovable property;

4.3 be entitled to enter into legal transactions and to institute or defend legal proceedings;

4.4 shall continue in existence notwithstanding changes in the composition of its membership or office-bearers.

5. OBJECTIVES OF THE CLUB

The objectives of the Club are:

5.1 To develop and foster the sport of athletics amongst its members and the community.

5.2 To encourage its members to participate in athletics at all levels.

5.3 To provide coaching and facilities to enable members to participate at all levels of athletics.

5.4 Represent the interests of its members at all levels.

6. MEANS OF ACHIEVING THE OBJECTIVES

In order to achieve the objectives of the Club, it may:

6.1 be affiliated with anybody if such affiliation could assist it in pursuing and attaining its objectives.



6.2 organise athletics events.

6.3 appoint such persons as appropriate to the needs and resources of the Club.

6.4 enter into any contracts and/or acquire such assets which will serve the purpose of achieving those objectives.

7. ASSETS OF THE CLUB AND NON-PROFIT OBJECTIVE

7.1 The Club shall not engage in any transaction with a view to its members' personal pecuniary gain or profit.

7.2 No member shall have any personal claim on the income or property of the Club or make any profit out of her or his membership, save where such member is also a duly appointed and salaried employee of the Club.

7.3 The Club shall conduct its financial affairs through a banking account.

7.4 Only approved invoices shall be paid.

7.5 Fixed asset inspection and stock take must be done on a six monthly basis.

7.6 Any member must declare any personal interest in any contract entered into or business undertaken by the Club.

8. MEMBERSHIP OF THE CLUB

8.1 A member is a person who:

8.1.1 applied in writing, whether online or manually, for membership of the Club;

8.1.2 subscribes to the objectives and values of the Club as set out in the Constitution;

8.1.3 has paid the annual membership fee or who has been exempted from payment of the membership fee or part thereof by resolution of the Committee; and,



8.1.4 whose application for membership has been approved by the Committee.

8.2 The Committee may award Honorary Membership to a person who by resolution of the Committee subscribes to the objectives and values of the Club and may exempt such person from the payment of the membership fee of the Club or part thereof.

9. GENERAL MEETINGS OF THE CLUB

9.1 ANNUAL GENERAL MEETINGS AND SPECIAL GENERAL MEETINGS

9.1.1 A General Meeting of the Club may be either the Annual General Meeting (AGM) or a Special General Meeting.

9.1.2 Notice of all General Meetings shall be given to members at least fifteen (15) working days before the meeting.

9.1.3 A Special General Meeting shall be convened at the written request of at least a quorum of the members of the Club or by the Committee. The request to convene a Special General Meeting shall state the business to be considered at the meeting.

9.1.4 All meetings of the Club shall be presided over by the Chairperson of the Club.

9.1.4.1 In the absence of the Chairperson, all the powers and duties of the Chairperson shall devolve on the Vice-Chairperson. If the Vice-Chairperson too is absent, the said power and duties shall devolve on a member elected by the majority of the remaining members of the meeting subject to the existence of a quorum of members prescribed in paragraph 9.2 during such absence.

9.1.4.2 The presiding officer at any meeting shall have both a deliberative and a casting vote.

9.2 QUORUM FOR GENERAL MEETINGS OF THE CLUB

9.2.1 The quorum for a general meeting shall be fifteen (15) of the members of the Club in good standing.



9.2.2 In the absence of the required quorum at any general meeting, the meeting shall be adjourned. Notice shall thereafter be given to all the members of the Club of the date and time on which the general meeting shall be reconvened, which shall not be less than seven (7) days and not more than twenty-one (21) days after the meeting at which a quorum was not reached. When the meeting reconvenes, it shall conduct all business that was on the agenda for the initial date regardless of the existence or not of a quorum.

9.3 VOTING AT GENERAL MEETINGS

9.3.1 Only paid-up members of the Club in good standing may vote at any General Meeting of the Club.

9.3.2 Voting shall be by show of hands or, if the meeting so decides, by ballot.

9.3.3 No voting may be effected by proxy.

9.3.4 Except where otherwise provided in this Constitution, all matters determined by vote shall be decided by a majority of those present.

9.4 ANNUAL GENERAL MEETING

9.4.1 An Annual General Meeting of the Club shall be held each year, and not more than eighteen months shall elapse between such meetings.

9.4.2 The Committee for the ensuing year shall be elected at the Annual General Meeting.

9.4.3 At every Annual General Meeting, the following reports shall be presented to the meeting:

9.4.3.1 The Chairperson's report on the activities of the Club over the past year.

9.4.3.2 The Treasurer's report on the financial state of the Club.



9.4.4 Any motions submitted should reach the Secretary no later than seven (7) days before the meeting to be considered at the meeting.

10. THE COMMITTEE

10.1 TERM OF OFFICE OF COMMITTEE MEMBER

10.1.1 The Committee members shall serve until the completion of the next Annual General meeting.

10.1.2 The term of the sitting treasurer will end on 31 December. The newly elected treasurer will be co-opted to the new committee from the date of the AGM until 31 December of the current year; and, his/her official term will be from 1 January until 31 December of the following year.

10.1.3 Any person shall cease to be a Committee member if:

10.1.3.1 that member ceases to be a member of the Club; or

10.1.3.2 that member is suspended or expelled from the Club; or

10.1.3.3 that member tenders a resignation in writing and such resignation is accepted by the Committee; or

10.1.3.4 that member misses three consecutive Committee meetings without advancing good cause and/or giving notice of such non-attendance (absence) to the Secretary, and, after receiving written notice from the Secretary, misses a further meeting.

10.2 FUNCTIONS OF THE COMMITTEE

10.2.1 The functions of the Committee shall be the following:

10.2.1.1 to convene meetings of the Club;

10.2.1.2 to deal with matters of urgency;

10.2.1.3 to delegate a member or members to represent the Club;

10.2.1.4 to co-opt any member of the Club to the Committee either generally or for a particular purpose;

10.2.1.5 to conduct, generally, the affairs of the Club;

10.2.1.6 to create and constitute such sub-committees as may be necessary for the better running of the affairs of the Club, which sub-committees shall report directly to the Committee;

10.2.1.7 to open such accounts as are necessary for the better conducting of the affairs of the Club and to nominate the members who are permitted to draw upon such accounts;

10.2.1.8 to make, amend and suspend rules and regulations for the Club in terms of paragraph 15;

10.2.1.9 to make a recommendation to the Annual General Meeting regarding the determination of the annual membership, if any, that is payable by the members of the Club;

10.2.1.10 to maintain discipline within the Club, subject to paragraph 11;

10.2.1.11 to appoint coaches and/or other staff required for the furthering of the objects of the Club.

10.2.2 In the event of a vacancy on the Committee, the Committee may transfer the functions entrusted to the absent member to one or more of the remaining members of the Committee or to a co-opted member.

10.3 MEMBERS OF COMMITTEE

10.3.1 The Committee shall consist of the following members:

10.3.1.1 Chairperson

10.3.1.2 Vice-Chairperson

10.3.1.3 Secretary

10.3.1.4 Treasurer



10.3.1.5 Three additional members, or such further additional members as the Club decides, at a General Meeting, are necessary for the efficient running of the Club.

10.3.2 The positions of Chairperson, Vice-Chairperson, Secretary and Treasurer shall be filled by separate persons. The Chairperson and Vice-Chairperson may not hold any other position referred to in paragraphs 10.3.1.3 to 10.3.1.4 inclusive.

10.3.3 Any vacancy on the Committee may be filled at a General Meeting of the Club or by the Committee by co-option.

10.3.4 A person co-opted to the Committee shall have all the rights, including the right to vote, of a Committee member.

10.3.5 Co-opted persons may not exceed one-third of the members of the Committee membership.

10.3.6 Only members of the Club may be co-opted to the Committee.

10.3.7 The term of office of a co-opted person shall not exceed that of the Committee.

10.3.8 All positions on the Committee are honorary unless any payment is expressly approved in advance by a General Meeting.

10.4 MEETINGS OF THE COMMITTEE

10.4.1 All Committee meetings shall be presided over by the chairperson. In the absence of the Chairperson, all the powers and duties of the Chairperson shall devolve on the Vice-Chairperson. If the Vice-Chairperson too is absent, then the said power and duties shall devolve on a member elected by the majority of the remaining members of the Committee subject to the existence of a quorum of members prescribed in paragraph 10.4.6 during such absence.

10.4.2 The Chairperson may convene a meeting of the Committee whenever she or he deems it necessary or if requested by two or more Committee members.



10.4.3 The Chairperson shall sign every approved amendment to this Constitution, a copy of which shall be contained in the Club's Minute Book.

10.4.4 Meetings of the Committee shall be held regularly, but at least four times during any calendar year.

10.4.5 The Secretary shall give notice to Committee members of Committee meetings not later than seven (7) days before the meeting.

10.4.6 The quorum for a meeting of the Committee shall be one-half plus one of the Committee.

10.4.7 Every decision of the Committee shall require a vote, with a simple majority of the members present voting in its favour. The Chairperson shall have a deliberative and a casting vote.

10.4.8 In the event of a matter of urgency arising between meetings of the Committee, such matter may be attended to by the Chairperson, in conjunction with any or all of the Committee members affected by such decision, provided that any action taken, or decision taken shall be ratified by the Committee at the next meeting of the Committee, failing which any decision taken shall lapse.

10.4.9 In the absence of the required quorum at any Committee meeting, the business of the meeting may be conducted without the necessary quorum, provided that the minutes of the meeting are sent to the nominated e-mail addresses of all the members of the Committee within seven (7) days of the meeting. Such matters as are reflected in the said minutes shall be considered to have been dealt with by the Committee. In the event that the said minutes are not sent timeously, the meetings shall be considered to have not been held, and all decisions taken thereat shall be void.

10.4.10 Any member of the Committee may, within fourteen (14) days, object to any decision taken at a meeting where the required quorum was not present, in which event a meeting shall be held within fourteen (14) days to reconsider that



decision. In the event of the meeting not being held within fourteen (14) days of the objection being received the decision shall lapse. In the event of there again not being a quorum, the meeting shall be adjourned until such time as a quorum can be obtained.

11. DISCIPLINE

11.1 Any Club member who contravenes any of the provisions of the Code of Conduct shall be guilty of misconduct and shall be subject to any penalty or sanction that the Committee may impose on such member.

11.2 Upon receipt of any written complaint of misconduct allegedly committed by a member of the Club, the Secretary shall inform the Chairperson of the allegations, who may then convene a meeting of the Committee in order to deal with the matter.

11.3 The Committee must then appoint one or more Committee members to investigate the complaint depending on the nature and severity of the allegations.

11.4 The investigating Committee member(s) must provide a copy of the written complaint to the member against whom the complaint was made (hereinafter referred to as the **Respondent**) and request him/her to furnish the Committee with his or her written response.

11.5 The Respondent must be informed that although he or she is not obliged to furnish the Committee with a written response, failure to do so may give rise to an adverse inference drawn regarding the matter.

11.6 An approach which is conducive to conciliation and problem-solving rather than confrontation should be followed as far as possible to resolve the matter.

11.7 In the event that no amicable solution can be reached, the Chairperson must convene a meeting with the Committee to resolve whether formal misconduct proceedings should be held to deal with the matter.



11.8 Where the Committee resolves to hold formal misconduct proceedings, it must appoint a **Tribunal** consisting of at least two Committee members to adjudicate the complaint.

11.9 The Secretary must notify the Respondent at least seven (7) days in advance to appear before the Tribunal on a specific date, time and place determined by the Tribunal to answer to the allegations of misconduct.

11.10 Where the Tribunal finds, after having considered all the evidence and after having given the Respondent an opportunity to refute the allegations, that the Respondent is guilty of misconduct, the Tribunal may proceed to impose any one or more of the following penalties after having given the Respondent an opportunity to make submissions in this regard:

11.10.1 Verbal warning.

11.10.2 Written warning.

11.10.3 Final written warning.

11.10.4 A fine not exceeding R500.00.

11.10.5 Suspension from membership of the Club for a period not exceeding two years.

11.10.6 Termination of membership of the Club together with all privileges associated with that membership. In the event of a termination, the affected member may be reinstated only upon application for and granting of reinstatement by the Committee.

11.11 A Respondent who had been found guilty of misconduct and who had been imposed with any sanction as prescribed may appeal against the conviction and or penalty imposed within seven (7) days from the date of the conclusion of the misconduct proceedings.

11.12 The appellant lodging an appeal must do so in writing, setting forth the grounds upon which the appeal is based.



11.13 The Secretary shall notify the Chairperson of any appeal lodged in terms of paragraph 11.11, who then must convene a meeting of the Committee at least seven (7) days notice to hear the appeal on a date, time and at a place determined by the Chairperson after consultation Committee members and the appellant.

11.14 After exhausting all internal remedies, the member may further appeal to any organisation the Club is affiliated to and which permits such appeals.

11.15 All internal remedies and possible further appeals in terms of sub-paragraph 11.14 shall be exhausted before the said member may approach a court of law.

12. MEMBERSHIP FEES

12.1 An annual membership fee payable by all members of the Club eligible to pay a membership fees may be determined and or varied by the Committee.

12.2 Any new determination of the membership fees referred to in paragraph 12.1 shall be subject to approval by Club members at the Annual General Meeting or a Special General Meeting.

12.3 Annual membership fees are payable by the end of March in the year that membership is applied for. Payment of membership fees after the end of March may attract penalties.

12.4 Any member who fails to pay the membership fee or any other debt owed to the Club within the time period laid down by the Committee shall be regarded as not being in good standing and shall cease to enjoy the rights of membership to the Club until such debt is paid.

13. FINANCIAL YEAR

The Club's financial year shall run from 1 January to 31 December every year.

14. CLUB COLOURS, CLUB LOGO, CLUB APPAREL AND ACCESSORIES



14.1 The Club colours shall be in accordance with the approved Colour Index (CI) chart - **Annexure A;**

14.2 The Club Logo shall substantially correspond with the image depicted in **Annexure B;**

14.3 The slogan as depicted in **Annexure C** may be used with the Club Logo or separate from it.

14.4 Club Apparel and Accessories, including Club gazebos, banners, etc., shall conform to the guidelines contained in the CI with regard to colours and use of font.

15. RULES AND REGULATIONS

15.1 The Committee may make such by-laws for the Club as it deems to be in the interest of the better conduct of the affairs and management of the Club.

15.2 The Committee may, in the interests of the Club, amend or suspend the by-laws.

15.3 Any by-laws made by the Committee shall not be inconsistent with this Constitution.

16. CONSTITUTION

16.1 A copy of the Club's approved Constitution shall be kept in the Club's Minute Book.

16.2 Any amendment to this Constitution shall be considered only at a General Meeting of the Club in accordance with the provisions of this clause.

16.3 At least seven (7) working days notice must be given of the meeting at which an amendment to this Constitution will be considered.

16.4 The quorum of the meeting at which an amendment to the Constitution is to be considered is prescribed in paragraph 9.2.1.

16.5 Any amendment to this Constitution requires a vote in favour thereof of at least two-thirds of the members present and voting at the meeting.

16.6 Upon the approval of any amendment of the Constitution the Chairperson shall sign and date the amended version of the Constitution, the original of which shall be filed in the official minute register of the Club.

17. DISSOLUTION OF THE CLUB

17.1 Should the Club be unable to achieve the objectives for which it was formed, the Committee shall call a general meeting for the sole purpose of deciding whether to continue with the Club.

17.2 At least fifteen (15) working days notice of such meeting shall be given and the notice shall state the purpose of the meeting.

17.3 At such a meeting a decision may be taken by two-thirds of those present to dissolve the Club.

17.4 Should such a decision be taken, the meeting shall appoint a receiver, who may or may not be a member of the Club, to wind up the affairs of the Club.

17.5 Once the receiver has finalised the winding up of the Club, it shall cease to exist. Any asset remaining after all the Club's liabilities have been met must be transferred to another non-profit organisation having similar objectives.

Approved at the Annual General Meeting of the Running Edge Athletic Club held on *8 November 2025*.

CHAIRPERSON: Alphons van der Merwe……

SIGNATURE: ……

DATE: 08 November 2025

ANNEXURE A

BRAND GUIDELINE

Full Colour Logo

THE RUNNING EDGE

Fonts

PRIMARY FONT LOGO

Factual JNL Oblique

ALTERNATE FONT

Haettenschweiler

SECONDARY FONT

Din Pro Bold

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Colour Values CMYK / RGB

CMYK Values (Use for Print)

C: 90
M: 48
Y: 20
K: 0

C: 0
M: 0
Y: 0
K: 60

RGB Values (Use for Digital)

R: 0
G: 118
B: 164

R: 128
G: 130
B: 133

Primary Colours

Secondary Colours to use with Primary Colours

CMYK Values - Secondary Colours (Use for Print)

C: 82
M: 32
Y: 12
K: 0

C: 0
M: 0
Y: 0
K: 20

RGB Values - Secondary Colours (Use for Digital)

R: 0
G: 141
B: 188

R: 209
G: 211
B: 212

ANNEXURE B





ANNEXURE C

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