

## **Constitution Of Bhojpuri Association of Singapore**

### **Name**

1.1 This Society shall be known as the "Bhojpuri Association of Singapore", hereinafter referred to as the "Society".

### **Place of Business**

2.1 Its place of business shall be at "69 Pasir Ris Grove, #02-14, Livia, Singapore 518219" or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies. The Society shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.

### **Objects**

3.1 Its objects are to foster and promote the Bhojpuri culture, art, language, music, customs and traditions in the context of a homogeneous and inclusive Singapore society, and in furtherance of these objects, to provide cultural, social, educational and recreational activities for its members.

3.2 The Society shall not engage in any activities that may undermine the racial or religious harmony in Singapore.

### **Membership Qualification and Rights**

4.1 The Society shall consist of Ordinary, Associate and Life Members and its membership shall be unlimited in number. Only Singapore Citizens, Permanent Residents, Employment Pass holders, S Pass holders, Dependent Pass holders, Long Term Visit Pass holders, Student Pass holders and other long term work/employment pass holders are eligible to apply for the membership.

(a) Ordinary Membership: All persons above the age of 18 shall be entitled to Ordinary Membership without regard to their race, creed or gender. Ordinary members with minimum two (2) years of recent and continued membership experience and with all the earlier dues paid off shall have the right to vote in the Society.

(b) Associate Membership: Persons not eligible for Ordinary Membership may, on the approval of the Committee, become eligible for Associate Membership. The period of their membership shall be determined by the Committee. Associate Members shall have all the privileges and benefits of Ordinary Membership except the rights to hold office and to vote at meetings.

(c) Life Membership: All persons above the age of 18 shall be entitled to Life Membership without regard to their race, creed or gender. Life

membership can be taken with payment of a lump sum amount of \$400 at inception and an annual fee is not required. A life member with all the earlier dues paid off shall have the rights to vote in the Society. A life member with minimum two (2) years of membership experience and with all the earlier dues paid off shall also have the right to hold office in the Society.

- 4.2 Persons who are below 18 years of age shall not be accepted as members without the written consent of their parent or guardian.
- 4.3 Every applicant for membership shall be proposed and seconded by two members in the form provided.
- 4.4 Applications may be rejected by the Committee without assigning any reason.
- 4.5 Applicants may be accepted as members at any meeting of the Committee.
- 4.6 Immediately upon the acceptance of a member, he shall be informed of the decision and shall be supplied with a copy of the Constitution of the Society. His subscription shall commence from the date of his membership.

### **Resignation of Members**

- 5.1 Any member may resign from his membership by giving the Secretary a notice in writing to that effect. Every such notice, if accepted, shall be deemed to take effect from the date of its approval.
- 5.2 All resignations shall be considered by the Committee who may at their discretion refuse to accept a resignation unless all liabilities of the member resigning have been settled.
- 5.3 Any member who has resigned from the Society and is desirous of re-joining shall be dealt with in accordance with these Rules but he may be charged entrance fee at the discretion of the Committee. Should there be any arrears of subscription and/or any outstanding accounts due by him, these shall be liquidated in full or by agreement to pay by instalments to the satisfaction of the Committee before his application for re-admission will be entertained.

### **Expulsion**

- 6.1 If any member whose conduct is complained of by any member or on investigation by the Committee is found to be prejudicial to the interest of the Society, he shall be called upon by the Committee to explain his conduct and/or rectify any damage done; if the Committee is not satisfied with the member's explanation or rectification, it may call upon him to resign and if such member so requested does not resign within 14 days after such request, the Committee may then expel such member from the Society. Before such expulsion, the member affected may have the right to appear before the Committee if he so desires.

6.2 The affected member may within one month of the notification of his expulsion, appeal to the General Meeting of members against the decision of the Committee, provided he has previously appeared before the Committee and explained his conduct. The decision of the General Meeting shall be final.

6.3 Any member expelled from the Society shall forfeit his entrance and subscription fees and shall not afterwards be eligible for membership.

### **Cessation of Membership**

7.1 A member who resigns, or is expelled from the Society shall ipso facto cease to be a member of the Society, and such a person shall forfeit all rights to and claims upon the Society.

### **Members and addresses**

8.1 Every member shall from time to time communicate to the Secretary his address and all notices posted to such addresses shall be considered as having been duly given on the day following the date of posting.

8.2 Applicants shall be entitled to all the privileges of membership upon payment of their entrance fees and monthly subscriptions.

### **Entrance Fees, Subscriptions and other dues**

9.1 No entrance fee for ordinary and associate member and only annual subscription fee applicable.

9.2 Every Ordinary and Associate Member shall pay \$30 for annual subscriptions.

9.3 Every Life Member shall pay a one-time lump sum of \$400 for life membership.

9.4 All subscriptions shall be payable in advance.

9.5 The membership will be ceased if no payment is received within three months from 1st of April of every calendar year. The Treasurer with the help of other committee members shall recover the arrears of subscription; provided always that the Committee may suspend the operation of this Rule on a satisfactory explanation being received.

9.6 The income and property of the Society whensoever derived shall be applied towards the promotion of the objects of the Society as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise howsoever by way of profit to the persons who at any

time are or have been members of the Society or to any of them or to any person claiming through any of them.

9.7 Every Ordinary and Associate Member's Partner and Children shall pay \$15 for annual subscriptions.

9.8 Every Ordinary and Associate Member may pay \$250 for 10 Yrs subscriptions.

9.9 Every Ordinary and Associate Member's Partner and Children shall pay \$125 for 10 Yrs subscriptions.

9.10 Every Life Member's Partner and Children shall pay a one-time lump sum of \$200 for life membership.

### **Supreme Authority and General Meetings**

10.1 The supreme authority of the Society is vested in a General Meeting of the members.

10.2 The Annual General Meeting shall be held in the month of April for the following purposes: -

- (a) To receive from the Committee a report, balance sheet and statement of accounts for the preceding financial year;
- (b) To elect members of the Committee if such election is due;
- (c) To elect two Honorary Auditors for the ensuing year;
- (d) To decide on any resolution which may be duly submitted to the meeting as hereinafter provided; and
- (e) To consider any other matter brought forward in accordance with the Constitution of the Society.

Any member who wishes to place an item on the agenda of a General Meeting may do so provided he gives notice to the Secretary one (1) week before the meeting is due to be held.

10.3 At other times, an Extraordinary General Meeting must be called by the President on the request in writing of not less than 25% of the total voting membership or thirty (30) voting members, whichever is the lesser, and may be called at anytime by order of the Committee. The notice in writing shall be given to the Secretary setting forth the business that is to be transacted. The Extraordinary General Meeting shall be convened within two (2) months from receiving this request to convene the Extraordinary General Meeting.

10.4 If the Committee does not within two (2) months after the date of the receipt of the written request proceed to convene an Extraordinary General Meeting, the

members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving ten (10) days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Society's notice board.

10.5 At least two (2) weeks' notice shall be given of an Annual General Meeting and at least ten (10) days' notice of an Extraordinary General Meeting. Notice of meeting stating the date, time and place of meeting shall be sent by the Secretary to all voting members. The particulars of the agenda shall be posted on the Society's notice board four (4) days in advance of the meeting.

10.6 Unless otherwise stated in this Constitution, voting by proxy is allowed at all General Meetings.

10.7 At least 25% of the total voting membership or thirty (30) voting members, whichever is the lesser, present at a General Meeting shall form a quorum. Proxies shall not be constituted as part of the quorum.

10.8 In the event of there being no quorum, the meeting shall be adjourned to a date, time and venue appointed by the Committee and should the members then present be insufficient to form a quorum, those members present, whatever their number may be, shall form a quorum, but they shall have no power to alter, amend or make additions to any of the existing Rules unless the prescribed quorum is present.

10.9 At all General Meetings, the President, and in his absence, a member elected by the members present, shall take the Chair. Every Ordinary Member present shall be entitled to have one vote and in case of an equality of votes, the Chairman shall have a casting vote, subject to the provisions herein contained on the election of members of the Committee. Minutes shall be taken of all proceedings.

### **Management Committee**

11.1 The management of the Society shall be delegated to a Committee consisting of the following to be elected at alternate Annual General Meeting:

President  
Vice President  
Secretary  
Assistant Secretary  
Treasurer  
Assistant Treasurer  
4 Ordinary Members

Unless with the prior approval in writing of the Registrar or an Assistant Registrar of Societies, majority of the Committee Members shall be Singapore Citizens. In

addition, the President, Secretary, Treasurer and their deputies shall be Singapore Citizens or Singapore Permanent Residents. Foreign Diplomats shall not serve as Committee Members.

11.2 Each Committee Member must have two (2) years of membership experience with all the earlier dues paid off; names for the offices in Rule 11.1 above shall be proposed and seconded and election will follow on a simple majority vote of the members. However, voting shall be by secret ballot, if such a ballot is demanded by any two or more members present, notwithstanding any proposition to the contrary and without reference to any nomination made. Members of the Committee shall be eligible for re-election except the Treasurer who shall hold office for one term only and shall not be re-elected thereafter immediately.

11.3 The Committee shall have power to fill vacancies in their body during their term of office. Any changes in the Committee shall be notified to the Registrar of Societies within two (2) weeks of the change.

11.4 The Committee shall meet at least once in every three (3) months to examine accounts and arrange the affairs of the Society and at other times at the discretion of the President, or on the requisition of at least three (3) members of the Committee; at all Committee meetings, five (5) shall form a quorum. The Chairman at all Committee meetings shall have a casting vote. Minutes shall be kept of the proceedings of Committee meetings.

11.5 Any member of the Committee absenting himself without explanation satisfactory to the Committee from three (3) consecutive meetings shall cease to be a member thereof.

11.6 The Committee may from time to time appoint sub-committees as they may deem necessary or expedient and may delegate or refer to them such of the powers and duties of the Committee as it may determine. At least one member of the Committee shall be appointed to each of the sub-committees. All sub-committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the direction of the Committee.

11.7 The Committee shall not act contrary to the expressed wishes of the General Meeting without prior reference to it and shall always remain subordinate to the General Meetings.

### **Duties of Office-bearers**

12.1 The President shall:

- (a) Supervise the general management of the Society;
- (b) Preside at all meetings, and sign the minutes after such minutes have been approved; and

(c) Have a casting vote in the event of a tie.

12.2 The Secretary shall:

- (a) Keep minutes of all General and Committee meetings, and all records, except financial, and shall be responsible for their correctness;
- (b) Have charge of all movable property of the Society;
- (c) Transact all correspondences;
- (d) Make arrangements for each meeting and notify same to the members;
- (e) Submit any matter for discussion received from members; and
- (f) Keep a Register of all the members of the Society with their addresses.

12.3 The Joint Secretary shall assist the Secretary in General and Committee meetings and deputise for him in his absence.

12.4 The Treasurer shall:

- (a) Collect, receive and have charge of all moneys;
- (b) Disburse the same under the direction of the Committee;
- (c) Sign all bills and cheques passed by the Committee;
- (d) Keep full account of all monetary transactions; and shall be responsible for their correctness; and
- (e) Submit a statement of the receipts and payments of the previous month at each monthly meeting of the Committee.
- (f) At no time keep cash in hand amounting to more than \$250 except under unavoidable circumstances. Money in excess of \$250 shall be deposited in a bank to be named by the Committee.

### **Audit and Financial Year**

13.1 Two persons, not being members of the Committee, shall be elected as Honorary Auditors at each Annual General Meeting and will hold office for one year only and shall not be re-elected immediately thereafter. The accounts of the Society shall be audited by a firm of Certified Public Accountants if the gross income or expenditure of the Society exceeds \$500,000 in that financial year, in accordance with Section 4 of the Societies Regulations.

13.2 They shall audit each year's account and present a report upon them to the Annual General Meeting. They may be required by the President to audit the Society's accounts for any period within their tenure of office at any date and make a report to the Committee.

13.3 The financial year of the Society shall be from 1st Jan to 31st Dec.

13.4 All monies received shall be deposited in a local bank or banks approved by the Committee, and all cheques drawn thereon shall bear the signatures of the Treasurer and either the President or the Secretary.

### **Visitors and Guests**

14.1 Visitors and guests may be admitted into the premises of the Society but they shall not be admitted into the privileges of the Society. All visitors and guests shall abide by the Society's rules and regulations

### **Prohibitions**

15.1 Gambling of any kind, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act Cap 250, is forbidden on the Society's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.

15.2 The funds of the Society shall not be used to pay the fines of members who have been convicted in Court.

15.3 The Society shall not engage in any trade union activity as defined in any written law relating to trade unions for the time being in force in Singapore.

15.4 The Society shall not hold any lottery, whether confined to its members or not, in the name of the Society or its office-bearers, Committee or members.

15.5 The Society shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.

15.6 The Society shall not raise funds from the public for whatever purposes without the prior approval in writing of the Assistant Director Operations, Licensing Division, Singapore Police Force and other relevant authorities, where necessary.

### **Amendments to Constitution**

16.1 The Society shall not amend its Constitution without the prior approval in writing of the Registrar of Societies. No alteration or addition/deletion to this Constitution shall be passed except at a general meeting and with the consent of two-thirds (2/3) of the voting members present at the General Meeting.

### **Interpretation**



17.1 In the event of any question or matter pertaining to day-to-day administration which is not expressly provided for in this Constitution, the Committee shall have power to use their own discretion. The decision of the Committee shall be final unless it is reversed at a General Meeting of members.

## **Disputes**

18.1 In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an Extraordinary General Meeting in accordance with this Constitution. Should the members fail to resolve the matter, they may bring the matter to a court of law for settlement.

## **Dissolution**

19.1 The Society shall not be dissolved except on the passing of a resolution for its dissolution by a majority of three-fifths (3/5) of the members only of the Society for the time being resident in Singapore, expressed, either in person or by proxy at a General Meeting convened for the purpose.

19.2 In the event of the Society being dissolved as provided for in subsection (1) of this section, all debts and liabilities properly incurred on behalf of the Society shall be fully discharged, and the remaining funds shall be donated to a charity decided by the General Meeting.

19.3 A Certificate of Dissolution shall be given within seven (7) days of the dissolution to the Registrar of Societies.