

**Friends of Sea Point Pavilion Committee (FSPF)  
NGO 136-164 NPO**

**AMENDMENT TO THE FSPF CONSTITUTION JULY-2020**

Objectives:

The current Constitution is around 6 years old. No significant amendments have been done over time and none since 2014.

The proposed amendments reflect the current modus operandi that the FSPF runs and reflects on various issues we had to deal with that were not covered in the constitution:

**1. Proposed amendment 1 – 10.8**

10.8.1: The ex-officio member:

- Is entitled to attend and participate in the FSPF board meetings;
- Shall report back to and liaise with the city;
- Will not have a voting right in the FSPF board meetings
- Will not be included when determining the number of members needed for a quorum or counted when determining if a quorum is present.

**2. Proposed amendment 2 - 11 : election of Officers of the BOARD**

- 11.3.7 – Forecourt and Trading Officer

**3. Proposed amendment 4 – 18 [new]**

**a. Function of the Forecourt and Trading Officer:**

- Manage the trading activity in the forecourt;
- Manage contracts, rentals and adherence to regulations
- Oversee hygiene and sanitation of food areas
- Oversee operational issues related to the forecourt and the trading
- Liaise with the treasurer regarding rental agreements, collections of rental and invoicing
- Oversee maintenance of the trading booths, grounds and related facilities

**4. Proposed amendment 5 – 10 : COMPOSITION OF THE BOARD**

10.8 – Should it prove necessary and be in the best interests of the Organisation the Board may need to remove a Board member. This step is a last resort and will require a motion of no confidence of 75% of the Board. The removed board member may appeal the result and a further, final vote shall follow. The decision shall be tabled at the next Annual General Meeting.

**5. Proposed amendment 6 – 12 – Function of the Chairman**

12.6 – Unless otherwise agreed, the Chairman shall be the spokesperson for the Organisation.

**6. Proposed Amendment 7 – 14 – Function of the Treasurer**

14.2 – The Treasurer will oversee annual financial review by and appropriately registered external entity and submission of financials to SARS and the TEU.

**7. Proposed Amendment 8 – 15 – Function of the Secretary**

- a. 15.5 The secretary with the Treasurer and Chairman assistance will oversee the submission of the annual NPO, PBO and CBO reports as per regulatory requirements.

**8. Proposed Amendment 19.0 – Membership**

9.8 - Membership term will align with the FSPF financial year and fee will be prorated for the period.

9.9 - The Secretary will monitor and oversee the Membership and its fees.

9.10 - To become a member a person must apply to the FSPF by submitting in writing his/her desire to become a member in the FSPF and attached a copy of the ID and proof of payment, if required.

Signed in Cape Town on \_\_\_\_\_ by the office bearers elected at the meeting as set out in the appended Minutes (Annexure B)

Name	Designation	Signature
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