

# **CUESPORTS SINGAPORE**

## **New Constitution**

### **1 Name**

The governing body for Billiards, Snooker, Pool and Carom shall be called Cuesports Singapore, hereafter referred to as "Cuesports"

### **2 Place of Business**

Its place of business shall be at 1 Jalan Berseh, New World Centre #02-15, Singapore 209037, or such other address as may subsequently be decided upon by the Board and approved by the Registrar of Societies. The Cuesports shall carry out its activities only in places and premises, which have the prior written approval from the relevant authorities.

### **3 Definitions**

Words in these articles and all other matter importing the masculine gender shall include the feminine, words in the singular include the plural and words in the plural include the singular. The undermentioned words or letter shall have the meaning set opposite to them.

#### **3.1 Cuesports/National Sports Association (NSA)**

Refers to Cuesports Singapore

#### **The General Body**

3.2 Refer to the Full Members (Affiliate Clubs and Associations registered with the Registrar of Societies) and Cuesports in a General meeting with full voting rights.

#### **The Board**

3.3 Refer to the Management Committee for the term of office elected under the Constitution.

### **4 Colours and Emblem**

4.1 The Colours of Cuesports shall be Red, White, Green, Black and Yellow.

4.2 The Emblem of Cuesports shall be as illustrated below.

The red and white background and the roaring lion signifies Singapore's national colours and it's official mascot, respectively, and the balls in the triangle placed on a green surface signifies the four disciplines, whereas Cuesports' name spelt out on the yellow scroll and the yellow laurel symbolises success and victory to Cuesports.

### **5 Mission & Vision**

5.1 Mission

To emerge and sustain ourselves as a major sport through good management and effective programs.

5.2 Vision

To attain our vision through athlete-centric programs that create pathways to competitive achievement and beyond.

### **6 Objects**

The object of the Cuesports shall be:

6.1 To act as the sole controlling and governing body of the games of Billiards, Snooker, Pool and Carom and any other game(s) played on a Billiards, Pool or Carom Table in Singapore , and to draw up or adopt from any accredited source the Rules and Regulations for such games.

6.2 To promote and arrange competitions for the game(s) governed and controlled by the Cuesports' for the benefit of Members of Cuesports including Full, Associate and Individual Members and also for Team(s) and individuals desiring to visit Singapore for such purpose.

6.3 To seek affiliation to the Regional and International Bodies for the furtherance of the game.

6.4 To advance and safeguard generally the interest of the game(s) under Cuesports' governing powers and control, and to employ the funds of Cuesports for this purpose.

6.5 To select National players, who are Singapore citizens, to represent Singapore and participate in regional and international tournaments.

6.6 To conduct courses and training for players, coaches and referees and if necessary certify and/or upgrade them upon their successful completion of such courses or training.

6.7 To obtain, collect and receive money and funds by way of contributions, donations and sponsorships, legacies, grants or by any other lawful methods, and if necessary, with prior approval from relevant authorities, for or towards the objects of the Council.

## **7 Patrons and Patrons-In-Chief**

The Board may invite a persons(s) of high distinction and status or who has a distinguished reputation in the game to be Patron(s) of the Council. The Board may also invite any prominent or distinguished person to be the Patron-In-Chief of the Council. Such persons must be Singapore citizens and shall be appointed on an annual basis.

## **8 Memberships**

The NSA, being the governing body for the designated Sports cannot simultaneously operate as a Sports Club affiliated to the NSA.

The NSA shall consist of the following four categories of Membership and their qualifications set thereafter.

### **8.1 Full Members:**

i Full Membership is open to bonafide Clubs and Associations registered with the Registrar of Societies (ROS), including Government Agencies and Statutory Boards, interested in promoting the games of Billiards, Snooker, Pool and Carom, and willing to observe the rules of the Governing Body.

ii Each Club/Association with a ROS Registered number is entitled to only one membership, irrespective of its number of branches or locations in Singapore.

iii All full members must meet a minimum membership of 100 members at any given time in their register.

iv Full Members shall be represented by up to 15 authorised representatives of their Clubs or Association who are above 18 years of age. All authorised representatives with voting rights of a Full Member shall have the right to vote but only one of the 15 authorised representatives (hereinafter referred to as "the delegate") may be elected to the Board. Authorisation from the Club or Association must be in writing.

v The list of up to 15 authorised voting representatives is to be submitted by fax and/or post to reach Cuesports' before 31 March of each year. No change is allowed after this date for the year.

vi In case of non-submission, any prior list of voting representatives on Cuesports' records will be regarded as the current list.

vii If there is non-submission of current or any prior list on record, it will be deemed that the Full Member has opted out for that current year.

### **8.2 Associates Members:**

i Associate Membership is open to bonafide business entities who are interested in promoting the games of Billiards, Snooker, Pool and Carom, who are willing to observe the rules of Cuesports. Associate members shall not be entitled to vote or hold office on the Board.

ii Associate Members may authorise up to 15 of its members or representatives to receive complimentary membership to Cuesports' Clubhouse. The 15 authorised representatives will be accorded the rights and privileges similar to that of Individual Members of Cuesports and thus, shall not have the right to vote or be elected to the Board.

### **8.3 Individual Members**

Individual Membership is open to residents in Singapore above the age of 18 willing to observe the Rules and Bye-Laws of Cuesports' Individual Members shall not be entitled to vote and hold office in Cuesports.

### **8.4 Junior Members**

Junior Membership is open to residents in Singapore above the age of 12 and below the age of 18 willing to observe the Rules and Bye-Laws of Cuesports.

Junior Members shall not be entitled to vote and hold office in Cuesports and shall have restricted privileges and facilities in Cuesports as specified in the Bye-Laws.

## **9 Application for Membership**

i Every application for Membership shall be made on the prescribed form provided by Cuesports and must be signed by the applicant.

- li A new member must be proposed and seconded by existing members. The Club's/Individual Members will then be posted on the notice board in the Cuesports' premises for one week at the end of which time he will be eligible for membership provided that there is no objection. In the event of objection, the Board will decide on the application for membership.
- lii A copy of the constitution shall be furnished to every approved member upon payment of entrance fee.

#### **10 Resignation of Members**

A member may resign his membership by giving 30 days written notice to the Honorary Secretary; neither the entrance fee nor the annual subscription shall be refunded in this respect.

#### **11 Suspension and Expulsion**

- 11.1 The Board shall have the power of suspending or expelling any member for wilful breach of any of these rules, or for conduct which shall in its judgement be so injurious or detrimental to the reputation or interests of Cuesports' as to require such action on its part. The Board shall first call upon such member to give an explanation of his conduct and shall give him an opportunity of being heard in his defence. The Board if it so think fit, may request such member to resign, and if the member shall not resign within fourteen days after such request, the Board may then declare that his membership has ceased.
- 11.2 Any member who is aggrieved by the decision of the Board may appeal to a General Meeting of the members within two weeks from the notification of the decision. The decision of the General Meeting shall be final and binding.

#### **12 Entrance Fees, Subscription and Other Dues**

- 12.1 Entrance fee, if any, and annual subscription shall be determined by the Board at such sums which may be fixed from time to time and specified in the Bye-Laws.
- 12.2 Annual subscription are payable in advance within the first month of the financial (i.e. April) year. If a member falls into arrears with his subscription or other dues, he shall be informed immediately by the Treasurer. If he fails to settle his arrears within 4 weeks of their becoming due, the President may order that his name be posted on the Council's notice board and that he be denied the privileges of membership until he settles his account. If he falls into arrears for more than 3 months' dues, he will automatically cease to be a member and the Board may take legal action against him provided that they are satisfied that he has received due notice of his debts. Reinstatement of membership shall be at the discretion of the Board.
- 12.3 Any additional fund required for special purposes may only be raised from members with the consent of the general meeting of the members.

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

- 13.1 The supreme authority of the Council shall be vested in a General Meeting of the members presided over by the President.
- 13.2 The Annual General Meeting shall be held on a Saturday in June, which shall be not later than 30th June, for the following purposes:
  - i to receive and approve the Annual Report and Audited Accounts of Cuesports for the preceding financial year ending 31st March.
  - ii to elect members of the Board for the term of office.
  - iii to appoint Auditors for the ensuing year, and
  - iv to transact any other business for which seven clear days' of notice has been given in writing to the Council's General Manager.
- 13.3 An Extra-Ordinary General Meeting (EOGM) may be called at any time by the Board, or by the Honorary Secretary on a requisition signed by not less than one-third of the voting members. Such meeting shall be convened within two months after the receipt by the Honorary Secretary of such written requisition.
- 13.4 If the Board does not within two months after the date of receipt of the written request proceed to convene an EOGM, the members who requested for the EOGM shall convene the Extraordinary General Meeting by giving 10 day's notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Council's notice board.
- 13.5 At least fourteen days' notice in writing specifying the place, date, time and business for an Annual General Meeting shall be given by the Honorary Secretary to all voting members.
- 13.6 At least ten days' notice in writing specifying the place, date, time and business for an EOGM shall be given by the Honorary Secretary to all voting members.
- 13.7 Any member who wishes to place an item on the agenda of a general meeting may do so provided he gives notice to the Honorary Secretary one week before the meeting is due to be held.

- 13.8 At least one-third of the total voting membership or 30 voting members, whichever is lesser, present at a general meeting shall form a quorum.
- 13.9 In the event of there being no quorum at the commencement of a general meeting, the meeting shall be adjourned for half an hour and should the number then present be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to amend any of the existing rules.
- 13.10 The President of the Council shall take the chair at all Board and General Meetings, and in the absence of the President one of the Vice-Presidents shall take the chair. If at any meeting neither the President nor the Vice-Presidents shall be present within 15 minutes of the time appointed for holding the meeting, the members present shall choose a Chairman from among themselves.

#### **14 Nominations and Elections**

- 14.1 Only the delegates authorised by Full Member Clubs and Associations, which are not in arrears for any payments to the Cuesports, may offer themselves for nomination as candidates for office.
- 14.2 Nominations of all candidates for office shall be made on the prescribed form which must reach the General Manager of the NSA not later than 12pm on the first Saturday (7 days in advance) before the date of the Annual General Meeting.
- 14.3 No nomination shall be accepted after the closing time.
- 14.4 The General Manager shall display the nominations received on the Council's Notice Board immediately after the closing time and shall also circulate the same by fax and post to all Full Member Clubs and Associations not later than 4 clear days before the date of the Annual General Meeting.
- 14.5 If no nomination to fill an office is received by the closing time, nominations for election to unfilled offices may be received at the Annual General Meeting provided candidates so nominated must be the delegates authorised by Full Member Clubs and Associations, which are not in arrears for any payments to the Council, and whose nomination had not been received by the closing date and time.
- 14.6 i Elections must be fair and transparent. Elections, which shall follow on a simple majority vote of the voting members present, will be by secret ballot; and in the event of a tie, the Chairman of the meeting shall have a casting vote. Election shall be held once every two years.  
  
All Board Members do not have any voting rights at the AGM/EOGM, although they may vote as an authorised representative of their respective clubs.
- 14.7 The term of office for ALL Board Members elected at the Annual General Meeting shall be two years.
  - i The maximum accumulative tenure an individual may serve as President will be (8) eight years, regardless of the number of years served as a non-presiding member in the Board.
  - ii To encourage leadership renewal and rejuvenation, an individual may serve an accumulative maximum of (8) eight years, as a Board Member other than as the President.
  - iii An individual holding the Treasurer portfolio shall not serve more than two consecutive terms.
- 14.8 A retiring President who does not defend his post for the ensuing term of office shall serve in the Board as the Immediate Past President for one electoral term and shall not be eligible to vote on any matters at Board Meetings.

#### **15 Management And The Board**

- 15.1 The administration of the Governing Body shall be entrusted to a Board consisting of the following Board Members to be elected at the Annual General Meeting once every two years.
  - i A President
  - ii Four Vice Presidents
  - iii An Honorary Secretary
  - iv An Assistant Honorary Secretary
  - v An Honorary Treasurer
  - vi Six Board Members
- 15.2.i Each elected Board Member will have one vote during Board Meetings with the President having the casting vote in a stalemate.
  - ii Board Members shall not hold salaried positions within the NSA.

- iii Members of the Board shall serve without compensation for their services in it.
  - iv The majority of the Board should be ideally Singaporeans and preferably, the Board member should not be an immediate family member related by blood or marriage to any other Board member. (In any event, not more than half of the Board shall be family members related by blood or marriage,)
  - v The Board Member has the duty to declare the business, commercial and/or personal interests that may directly relate to the Sport or management of the Association at the earliest possible opportunity to the Board upon his appointment and subsequently as and when the arise.
  - vi The Board will abide by a "Conflict of Interest" policy specifying the types of business conduct or transactions that may raise concerns of partiality. This policy will provide clear procedures for disclosure of actual or potential conflict/s, including the review of such business conduct or transactions by renewal of Board Members.
  - vii Board Meetings shall be held at least six times in a given year of office. The President may call for a meeting at any time by giving five days' notice to Board Members. At least half of the Board Members must be present for its proceedings to be valid.
- 15.3 Any member of the Board absenting himself from three meetings consecutively without satisfactory explanations shall be deemed to have withdrawn from the Board and a successor may be co-opted by the Board to serve until the next Annual General Meeting. Any change in the Board shall be notified to the Registrar of Societies and the Commissioner of Charities within two weeks of the change.
- 15.4 The Board may by a circular resolution decide on any matters of the Council as stated within its administrative powers under this Constitution. The Honorary Secretary shall circulate for the Board's approval such resolutions upon the request by any Board Member who shall have a seconder for the same. A circulated resolution shall only be carried out on an urgent or an emergency basis. A circulated resolution shall be carried upon acceptance by a simple majority of members from the Board and shall be tabled and ratified at the following Board Meeting. The circulation of such resolution(s) shall be relayed to Board Members by any acceptable means of communication (by fax, post or phone) adopted by the Board.
- 15.5 The duty of the Board is to organise and supervise the daily activities of the Council. The Board may not act contrary to the expressed wishes of the general meeting without prior reference to it and always remains subordinate to the general meetings.
- 15.6 The Board shall have the power:
- i to authorise expenditure for any single project/function/event of a sum total not exceeding Dollars Fifty Thousand (S\$50,000/=) from the funds of the Council for the purpose of the Council and promotion of the game. Any expenditure in excess of the aforesaid amount shall require the approval of the members at a General Meeting.
  - ii to carry out the objects of the Council and to make, maintain and publish any necessary orders, regulations and bye-laws in connection therewith.
  - iii to refuse to sanction the holding of unauthorised championships and Open Invitational Tournaments in Singapore.
  - iv to prohibit any act or practice by members which, in the opinion of the Board, is detrimental to the interests of the game, and to deal with any member disregarding such prohibition in such manner as it may think proper.
  - v to impose penalties on members for any infringements of the rules of the game, or the Rules and Regulations of the Council.
  - vi To appoint Committees, which shall include but not limited to Finance and Audit and Technical Development. Such Committees shall be chaired by a Board Member, consisting of Members of the Governing Body whether members of the Board or not, and delegate to such committees any of its powers.
  - vii to appoint sub-committees
  - viii to enlist by co-operation for any special purpose the service of any person or persons not members of the Council or the Board.
  - ix to fill any vacancy in the Board if it deems it necessary, howsoever arising, from within the delegates authorised by Full Member Clubs and the Associations which are not already represented on the Board.
  - x To form an athlete selection committee comprising of voluntary as well as salaried NSA officials who are proficient and competent to make decisions relating to athlete selection.

15.7 **Executive Committee**

The President, Vice-Presidents, Honorary Secretary and Honorary Treasurer shall constitute an Executive Committee to whom shall be entrusted the duty of administering the day to day matters of the Cuesports.

## **16 Duties of Office Bearers**

### **16.1 President:**

The President shall act as Chairman at all General Meetings and Board Meetings. He shall also represent the Council in its dealings with outside persons.

### **16.2 Vice-Presidents:**

The 4 Vice-Presidents shall assist the President and one of the 4 Vice-Presidents designated by the Board shall deputise the President in his absence. He shall also serve as Chairman of at least one Committee.

### **16.3 Honorary Secretary:**

The Honorary Secretary shall keep all records, except financial, of the Council and shall be responsible for their correctness. He will keep minutes of all General and Board Meetings and shall be responsible for all general correspondences of the Council. He shall maintain an up-to-date Register of members at all time.

### **16.4 Asst. Honorary Secretary:**

The Assistant Honorary Secretary shall assist the Honorary Secretary and deputise for him in his absence.

### **16.5 Honorary Treasurer:**

The Honorary Treasurer shall keep all funds and collect and disburse all monies on behalf of the Council and shall keep an account of all monetary transactions and shall be responsible for their correctness. He shall maintain a sum of not more than S\$2,000/- for petty cash expenses on behalf of the Council. All financial and banking transactions will be signed by the Honorary Treasurer and either the President, any one of the Vice Presidents, or the Honorary Secretary.

### **16.6 Board Members:**

Board Members shall assist in the general administration of the Council and perform the duties assigned by the Board from time to time.

## **17 Audit and Financial Year**

17.1 A firm of professional auditors shall be appointed as Auditors at each General Meeting and will audit the Council's accounts for one year and may be re-appointed. They will be required to 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 Council's accounts from any period within their tenure of office at any date and make a report to the Board.

17.2 The External Auditors shall be changed at least once in every (5) years.

17.3 The financial year shall be from 1st April to 31st March.

## **18 Legal Advisers**

The Council may appoint a Legal Adviser, Honorary or otherwise at such remuneration as the Board shall decide to advise on all legal matters connected with the Council.

## **19 Trustees**

19.1 If the Council at any time acquires any immovable property, such property shall be vested in trustees subject to a declaration of trust.

19.2 The trustees of the Council shall:

- i Not be more than four and not less than two in number.
- ii Be elected by a general meeting of members.
- iii Not effect any sale or mortgage of property without the prior approval of the general meeting.

19.3 The office of the trustee shall be vacated

- i If the trustee dies or become a lunatic or of unsound mind.
- ii If he is absent from the Republic of Singapore for a period of more than one year.
- iii If he is guilty of misconduct of such a kind as to render it undesirable that he continues as a trustee.
- iv If he submits notice of resignation from his trusteeship.

19.4 Notice of any proposal to remove a trustee from his trusteeship or to appoint a new trustee to fill a vacancy must be given by posting it on the notice board in the Council's premises at least two weeks before the general meeting at which the proposal is to be discussed. The result of such general meeting shall then be notified to the Registrar of Societies and the Commissioner of Charities.

19.5 The addresses of immovable properties, names of trustees and any subsequent change must be notified to the Registrar of Societies and the Commissioner of Charities.

## **20. Guests**

20.1 Residents in Singapore may be admitted into the premises of the Council's Clubhouse but they shall not be afforded the privileges of the Clubhouse nor shall they be admitted into the premises more than six times in any year. These visits are to be confined to not more than once a month.

20.2 A Guests' Book shall be kept, in which shall be entered the names of all guests, together with the signatures of the members nominating them and the dates of their visits. No person shall be admitted as a Guest until his name has been entered in this Book.

## **21. Prohibitions**

21.1 Gambling of any kind whether for stakes or not are forbidden on the Council's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited. The Council may however conduct private lotteries if the necessary permit or license has been obtained from the relevant authorities.

21.2 The funds of the Council shall not be used to pay the fines of members who have been convicted in court.

21.3 The Council 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.

21.4 The Council shall not attempt to restrict or interfere with trade or make directly or indirectly any recommendation to, any arrangement with its members which has the purpose or is likely to have the effect of fixing or controlling the price or any discount, allowance or rebate relating to any goods or service which adversely affect consumer interests.

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

21.6 The Council shall not hold any lottery, whether confined to its members or not, in the name of the Council or its Office-Bearers, Board Members unless prior approval has been obtained from the relevant authority.

21.7 The Council shall not raise funds from the public for whatever purposes without the prior approval in writing of the Head, Licensing Division, Singapore Police Force and other relevant authorities.

## **22 Amendments To Rules**

No alteration, addition/deletion to these Rules shall be made except at a General Meeting and with the consent of two-third of the total voting members present at the general meeting and they shall not come into force without the prior sanction of the Registrar of Societies and the Commissioner of Charities.

## **23 Bye-Laws and Regulations**

The Board may by resolution make, alter, repeal or amend any Bye-Law(s) not inconsistent with this Constitution. The Board may impose reasonable penalties for any breach of the Bye-Laws. The Bye-Laws made by the Board under the Constitution shall be binding upon the members until repealed by the Board or set aside by a resolution at a General Meeting.

## **24 Interpretation**

In the event of any question or matter pertaining to day-to-day administration which is not expressly provided for in the rules, the Board shall have power to use their own discretion. The decision of the Board shall be final unless it is reversed at a general meeting of members.

## **25 Disputes**

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

## **26 Dissolution**

26.1 The Council shall not be dissolved, except with the consent of not less than three-fifth of the total voting membership of the Council for the time being resident in Singapore expressed, either in person or by proxy, at a general meeting convened for the purpose.

- 26.2 In the event of the Council being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Council shall be fully discharged, and the remaining funds shall be distributed to other charities or Institution of a Public Character (IPCs) approved under the Charities Act.
- 26.3 A Certificate of Dissolution shall be given within seven days of the dissolution to the Registrar of Societies and the Commissioner of Charities.