

MALTA MUZZLE-LOADING SHOOTING CLUB (MMSC)

Unit 1, First Floor, Clock Tower Block, Tigne Point, Sliema, TP 01



STATUTE

As approved on 14th March, 2018

CHAPTER ONE

THE CLUB

1) NAME

- 1.1 The Club shall be called the Malta Muzzle-Loading Shooting Club, hereinafter referred to as "MMSC" and shall be deemed to be constituted for all effects and purposes of Law.

2) CREST

- 1.2 The crest of the Club shall be the one depicted on the front page of this Statute, which was proposed by the Committee and approved during the last General Meeting held on 14 March 2018.

3) REGISTERED ADDRESS

- 1.3 The Registered Address of the Club shall be MMSC, Unit 1, First Floor, Clock Tower Block, Tigne Point, Sliema, TP 01, Malta, which was proposed by the Committee and approved during the General Meeting held on 14 March 2018.

4) OBJECTS

The Objects for which the Club is set up are:

- 1.4.1 To establish and maintain a non-political central body for persons whether in Malta or abroad, who qualify to be Members of the Club in terms of Chapter 2 below, and who, are engaged in, concerned with and, or interested in sport shooting.
- 1.4.2 To organise and promote activities in order to help the Members of the Club

(hereafter referred to as "the members") to develop their knowledge and skills in sport shooting, to their benefit and to that of the club and the nation.

- 1.4.3 To acquire, generate and diffuse knowledge related to the Objects of the Club.
- 1.4.4 To co-operate with and/or become a member or associate of any Association or Federation, local or foreign, whose main objects are identical or similar to those of the Club.
- 1.4.5 To raise funds by means of subscriptions from members and levies on members or otherwise, for all the purposes and Objects of the Club, in such amounts and in such manner as provided for in the rules.
- 1.4.6 To lend, borrow or raise, or secure the payment of money in such manner as the Club shall think fit, upon such terms or conditions as shall be deemed expedient.
- 1.4.7 To accept, undertake, or execute any trust or gift which may be deemed to be in accordance with, or which may further or benefit the Objects of the Club.
- 1.4.8 To construct, purchase, take on lease, or acquire under any other legal title, land or buildings as are necessary or convenient for the purposes of the Club, and to maintain and alter same according to necessity.
- 1.4.9 To do all such things as are incidental and/or conducive to the attainment of the Objects of the Club.
- 1.4.10 Without prejudice to anything contained in any of the above clauses, it is

hereby declared and established that the Club is non-profit making and for such purpose the distribution of any of the assets of the Club to its members shall be prohibited, except for the payments of bona fide salaries, wages or honorarium, to its administrators. This shall be applicable in all cases except those where the economic activity carried out by the Club shall be done as an ancillary activity for the purpose or in connection with assisting the Club to carry out its main objects and purposes in accordance with this statute. The distribution of club assets in the case of dissolution is regulated in Chapter Six.

CHAPTER TWO

MEMBERS

1) MEMBERSHIP

Membership shall be open to:

- 2.1.1 Individuals who are engaged in, concerned with and, or interested in Rifle, Pistol and Shotgun Shooting, provided that such persons:
- 2.1.3 Do not possess a criminal record and are of good conduct as certified by the Commissioner of Police.
- 2.1.4 Keep their firearms in conformity with current laws and regulations.
- 2.1.5 Obtain their parents' or legal guardians' consent if they are under eighteen (18) years of age.
- 2.1.6 Be of sound mental health

2) PROPOSAL OF CANDIDATES

- 2.2.1 Two Members who have been enrolled for not less than one year with the Club shall support an application for membership. It shall be in writing on a form supplied by the Club, signed by the applicant and by his proposer and seconder, in such form and giving such particulars as the Committee may decide and including a non-refundable application fee. In the unlikely circumstance that an applicant does not know any club members who are ready to support his application, the applicant may visit the club premises and meet other members who would then be in a position to support the application.

2.2.2 Applicants shall be called to an interview with the Committee following which they shall be notified in writing of the Committee's decision. If accepted, they shall forward their membership fees to the Treasurer who shall issue the relevant documents according them probationary membership. This shall be ratified to full membership at the end of a period of six (6) months during which their names will be circularised amongst members for their comments and provided that the Committee does not notify the applicant to the contrary.

2.2.3 Applications for membership by individuals not resident in Malta shall be forwarded directly to the Committee who will treat such applications on their own merit.

3) REJECTION OF CANDIDATES

2.3.1 The Committee shall have the power to accept or reject such applications. The applicant, proposer and seconder shall be informed in writing by the Committee, which shall state the reason for its decision. The applicant may, within one (1) month from the date of such notice, appeal the Committee's decision. In such case, the matter will be referred to a General Meeting, which shall have the power to confirm or overrule the Committee's decision.

4) GUESTS

2.4.1 Guests are allowed to enter the premises of the Club as long as they are accompanied by a member who shall be responsible for their behaviour, and/or provided the Committee does not object to their presence.

5) ANNUAL MEMBERSHIP FEES

2.5.1 Members shall pay an annual subscription fee that shall fall due upon entry and thereafter shall be payable in advance on the first January of each year. Membership fees shall be calculated on a six-monthly basis.

6) DEFAULTING MEMBERSHIP FEES

2.6.1 A member shall not be entitled to vote at a General Meeting if that member's Annual Subscription Fee for that year remains unpaid prior to the start of that Meeting. A Member who fails to settle the Fee within three (3) months from the date of notice given in writing, shall be struck off from the Register of Members and forfeit all rights and privileges as a Member of the Club.

2.6.2 Provided that the validity of a decision taken at a General Meeting shall not, after it is taken, be questioned claiming one or more Members present and voting at the meeting, were not entitled to do so in terms of this Article.

7) RESIGNATION

2.7.1 Any Member wishing to resign from the Club shall give one-month notice in writing to the Secretary. Any Member so resigning shall cease to have any further interest or claim on the funds of the Club.

8) REGISTER OF MEMBERS

2.8.1 The names, addresses and copies of any identification documents of members shall be entered in a Register of Members, which shall be kept in accordance with the provisions of the Data Protection Act.

9) STATUTE

2.9.1 Applicants shall receive a copy of the Statute, which is deemed to have been read by the applicant before the Committee notifies the applicant of its decision.

10) OBLIGATIONS OF MEMBERS

2.10.1 All members shall agree to conform and be bound by the Rules of the Club, and in default they shall be liable to expulsion from membership of the Club. The expulsion shall be served in writing in a notice. The member may, within one (1) month from the date of such notice, appeal the Committee's decision. In such case, the matter shall be referred to a General Meeting that shall be called within one (1) month of the appeal, which shall have the power to confirm or overrule the Committee's decision.

11) HONORARY MEMBERSHIP

2.11.1 Any person may be appointed an Honorary Member in virtue of his public position or merit with respect to the Club. Such an appointment shall be proposed by the Committee and approved in a General Meeting. Any person so honoured shall also benefit of all correspondence and activities offered to regular members; however, he shall not be called upon to pay the application fee and the yearly membership fee. He shall not have any voting power during meetings

CHAPTER THREE

MANAGEMENT

1) COMMITTEE

3.1.1 The affairs of the Club shall be conducted by the Committee, which shall consist of seven (7) members (hereinafter referred to as "Officials") elected at the Annual General Meeting in virtue of Chapter 4, Article 5.5 below.

3.1.2 Without prejudice to clause 3.2.1 above, a representative of the Association on Maltese Arms Collectors and Shooters, hereinafter referred to as 'AMACS', to which the Club is affiliated, shall also form part of the Committee.

2) COMPOSITION

3.2.1 The President and Officials must be members of the Club.

3) OVERRIDING AUTHORITY

3.3.1 In the conduct of these affairs and in the exercise of any power conferred on the Committee, the overriding authority shall lie with the Members who may overrule any decision of the Committee by means of a simple majority vote at an Extraordinary General Meeting that shall be called within three weeks of such a Committee decision being notified. The procedure for calling the meeting is established in Chapter Four.

4) TERM OF OFFICE

3.4.1 The Officials shall hold office for a term of one year, or as may be decided at

the Annual General Meeting, unless all or any of them are removed from office by a Resolution taken at an Extraordinary General Meeting called for the purpose and at which the Official or Officials mentioned in the Resolution are given an opportunity to be heard. The procedure for calling the meeting is established in Chapter Four.

5) VACANCIES

3.5.1 Any vacancy on Committee, which may occur from resignation or other cause during the term of office, shall be filled by means of an Extraordinary General Meeting called for this purpose. An Official so elected shall hold office up to the end of the term of the vacating Official.

6) OFFICIAL CEASES TO BE A MEMBER

3.6.1 Officials shall cease to be members of the Committee if they cease to be Members of the Club.

7) MEMBER DEBARRED FROM BEING ELECTED TO COMMITTEE

3.7.1 When a member of the Club is a member of another organisation the objects of which conflict or may be reasonably presumed to conflict or potentially conflict with the objects of this Club, the Committee has the power to preclude such member from becoming a member of the Committee or any sub-committee of this Club. Such member may, within one (1) month from the date of such notice, appeal the Committee's decision. In such case, the matter shall be referred to a General Meeting that shall be called within one (1) month of the appeal, which shall have the power to confirm or overrule the Committee's decision.

8) APPOINTMENT OF EXECUTIVE OFFICIALS AND THEIR DUTIES

3.8.1 The Committee shall as a minimum appoint from among its members a President, a Secretary and a Treasurer, hereinafter referred to as 'executive officials'. The Committee shall also appoint or confirm those Officials or other persons who are to represent the Club on any Committee, or on any other Body whenever the Club is entitled to be so represented.

3.8.2 The President shall preside over the Committee Meetings and General Meetings.

3.8.3 The Secretary shall be responsible for administrative matters and shall keep Minutes of all Committee Meetings and General Meetings, provide members with Agendas for forthcoming Committee Meetings and General Meetings and keep all members informed of Club news and announcements through a circular sent regularly.

3.8.4 The Treasurer shall be responsible for all the Club's assets and shall keep proper records of all transactions to the Committee and the members. He shall present a yearly report on the financial situation of the Club.

9) REPRESENTATION

3.9.1 The legal and judicial representation of the Club shall be vested in the President or any other Executive Official.

10) DELEGATION OF POWER

3.10.1 The Committee may delegate all or any of its powers, and shall appoint staff to assist the Committee generally, for such period and remuneration, and on such conditions, as it may deem expedient, and assign to such staff members such duties as it may deem appropriate.

11) POWER TO APPOINT SUB-COMMITTEE

3.11.1 The Committee may appoint '*ad hoc*' Sub-Committees as it may deem necessary. Persons appointed as members of such sub-committees need not necessarily be Officials.

12) COMMITTEE MEETINGS

3.12.1 The Committee shall meet at least once every two months or as frequently as may be deemed necessary by the Officials. A meeting of the Committee may be called by the President at any time, or shall be convened upon a request in writing signed by at least three (3) Officials, specifying an Agenda for the Meeting, and deposited at the Registered Office of the Club. Whenever such a request is made the Meeting shall be convened within five (5) working days of the receipt of the request, unless the signatories thereto agree to a later date.

3.12.2 Any motion shall be approved by a simple majority vote; however, if unsuccessful it shall not be presented again before (3) months have passed.

- 3.12.3 Officials shall attend all meetings of the Committee, unless advance notice of absence has been given to the Secretary. Any member failing to attend three (3) consecutive meetings without notifying the Secretary in advance shall cease to be an Official.
- 3.12.4 Provided that Officials shall be notified of any Committee meeting at least five (5) working days prior to the date fixed for a Meeting. Such a notification is to be accompanied by an Agenda to be drawn up by the Secretary.
- 3.12.5 Provided further that, in cases of urgency, the President may call a Committee Meeting at shorter notice than aforesaid.
- 3.12.6 No Official shall disclose any of the discussions held during Committee meetings to persons who are not members of the Club. Non-observance of this rule shall result in the automatic dismissal of the Official upon presentation of irrefutable evidence.
- 3.12.7 Minutes of the Committee Meetings shall be accessible to Club Members and significant decisions shall be communicated to the Members in a formal announcement by the Secretary. Officials shall not divulge any information prior to the publication of the Minutes or a formal announcement by the Secretary.
- 3.12.8 A quorum to hold a meeting requires the presence of 50% plus one (1) of the Officials.

13) MAJORITY VOTE

- 3.13.1 All decisions taken by the Committee shall be taken by a majority of votes of

the Officials present. The President or other member presiding shall have a second or casting vote in the case of equality of votes.

- 3.13.2 All issues are to be discussed at Committee meetings only where matters are settled and decided by a simple majority vote; however, if a decision on an important issue has to be reached and there is absolutely no sufficient time to convene a meeting, the President shall circulate an email and ask for a 'round robin' vote.

14) **SECRECY OF VOTE**

- 3.14.1 Voting shall be secret whenever a request to this effect is made by any Official.

15) **OFFICIAL DEBARRED FROM ATTENDANCE**

- 3.15.1 Whenever there is a discussion or voting on any matter in which a particular Official has, directly or indirectly, a financial interest, this Official shall declare his interest and shall not be present during the discussion or voting on this particular issue.

16) **VACANCIES**

- 3.16.1 The Club shall be considered dissolved if at any point in time its membership falls below seven (7) members. The distribution of club assets in the case of dissolution is regulated in Chapter Six.

CHAPTER FOUR

GENERAL MEETINGS

1) ANNUAL GENERAL MEETINGS (AGM)

4.1.1 An Annual General Meeting (AGM) shall be held every year by the end of March at such time and place as shall be fixed by Committee.

4.1.2 Notice shall be given to Members of the Club at least twenty-one (21) days before the date fixed for the AGM, specifying the place, the day and the time fixed for the Meeting.

4.1.3 Only those persons who have been members of the Club for not less than one year are eligible to contest membership in the Committee.

4.1.4 A member shall not be entitled to vote at the AGM if that member's Annual Subscription Fee for that year remains unpaid prior to the start of that Meeting.

4.1.5 The Treasurer's report shall be published at the AGM and audited by two Members who are appointed during the previous year's meeting.

4.1.6 Anybody who would like to leave the meeting before it is concluded should first ask permission from the President or the person chairing the meeting.

2) EXTRAORDINARY GENERAL MEETINGS (EGM)

4.2.1 Extraordinary General Meetings (EGM) shall be held at such time and place as shall be fixed by Committee and shall be called whether on the initiative of

the Committee or by request in writing of ten (10) of the Members.

4.2.2 Notice shall be given to Members of the Club at least seven (7) days before the date fixed for the EGM, specifying the place, the day and the time fixed for the EGM.

4.2.3 Same Rules and procedures apply as that of the Annual General Meeting.

3) NOTICE FOR GENERAL MEETINGS

4.3.1 The Secretary shall, at least seven (7) days prior to such Meeting, circulate an Agenda which shall specify the matters to be discussed at the Meeting.

4.3.2 Any member wishing to raise a specific matter for discussion and/or decision at a General Meeting, shall give due notice to the Secretary at least fourteen (14) days prior to the Meeting.

4) QUORUM

4.4.1 A Meeting convened upon the Request of Members shall be dissolved if less than one third (1/3) of the Members are present within fifteen (15) minutes from the time appointed for the Meeting. Such Members may request to convene a second meeting with the same agenda provided that their request is submitted within one (1) month from the date of the original meeting.

4.4.2 In any other case, the Meeting shall stand adjourned to fifteen (15) minutes later or to such other time or to such other day, time and place as the Members present may decide. A meeting so adjourned shall be held irrespective of the number of Members present.

5) COMMITTEE ELECTION

- 4.5.1 Together with the notice of the Annual General Meeting given in terms of Article 3 above, the Secretary shall invite Members to nominate candidates in terms of Chapter 3, Article 1, to sit as members of Committee for the following term.
- 4.5.2 Provided that the Secretary shall publish a list of Members eligible for election, at least twenty (20) working days prior to the ballot and shall duly circulate this list to all Members of the Club.
- 4.5.3 Candidates for election must be proposed and must indicate their acceptance of nomination. Such nominations must be sent to the Secretary on forms issued by the Committee, at least five (5) working days before the date of the Annual General Meeting.
- 4.5.4 In the event that the number of nominations received does not reach the minimum requirement of seven (7), nominations shall be accepted during the General Meeting itself.
- 4.5.5 If more than seven (7) nominations are received, an election shall be held during the Annual General Meeting. Voting shall be by secret ballot. The candidates who obtain the highest number of votes shall be declared to have been duly elected. In the event of a parity of votes, the name of the candidate to be elected shall be decided in a by-election held that same day.
- 4.5.6 If seven (7) nominations are received, the Members nominated within the time limit as aforesaid will be deemed to have been elected as Officials to sit on Committee for the following year.

4.5.7 Provided that in the case of insufficient nominations by the time the elections are held, an election shall be called within two (2) months at the next Extraordinary General Meeting to elect the remaining number of Officials so as to complete the number stipulated in Chapter 3, Article 1.

6) VOTES

4.6.1 At all General Meetings of the Club, each Member shall have one (1) vote.

7) PROXY

4.7.1 Members of the Club may personally exercise their rights to attend and vote at General Meetings. Provided however that a member of the Club may exercise such rights by means of proxy, duly appointed in writing on a form supplied by the Club and deposited with the Secretary, in cases when this is reasonably required.

8) CASTING VOTE

4.8.1 At all General Meetings, the Chairman may only exercise his right to a casting vote in the event of equality of votes.

9) RESOLUTIONS

4.9.1 Save as otherwise provided, the decisions of the General Meeting shall be taken by a majority of Members present in person or by proxy, that is by Ordinary Resolution.

4.9.2 Provided that any decision to revoke, alter or amend or add to these Rules or to dissolve the Club, shall be taken only at an Extraordinary General Meeting

convened for this purpose. Members shall be notified in writing in advance of the proposed changes.

4.9.3 Provided the decision is taken by an Extraordinary Resolution carried by a majority of not less than two thirds (2/3) of the Members present.

4.9.4 Decisions at General Meetings shall be taken by open vote.

4.9.5 Provided that any Member shall have the right to ask for a secret ballot, in which case the voting shall be carried out accordingly.

CHAPTER FIVE

FINANCE

1) FUNDS

5.1.1 The funds of the Club shall not be used for any purpose other than the attainment of the Objects of the Club.

2) INVESTING FUNDS

5.2.1 Such amounts of the funds of the Club as the Committee may deem expedient, shall be placed or deposited with the bankers of the Club.

3) BOOKS OF ACCOUNTS

5.3.1 The Treasurer shall keep proper Books of Accounts to be kept, giving a true and fair view of the state of the Club's affairs.

4) AUDITOR

5.4.1 At least once in every year, the Accounts of the Club shall be examined, and the correctness of the Balance Sheet shall be certified by the Auditor or Auditors of the Club.

5) FINANCIAL STATEMENT

5.5.1 The Treasurer shall each year prepare a Financial Statement duly audited and presented before the Club at its Annual General Meeting.

6) CHEQUES

5.6.1 All cheques and similar bank Documents shall be signed by the Treasurer and at least one other Executive Official.

7) INSPECTION

5.7.1 The Books of Accounts and Register of Members of the Club shall be open for inspection by every member of the Club, provided reasonable due notice, which shall not be less than two (2) weeks, is given to the Secretary and the Treasurer.

8) TREASURER

5.8.1 The Committee shall appoint from among its members a Treasurer and assign to him certain duties relating to the Books of Accounts of the Club.

CHAPTER SIX

WINDING UP

1) **DECISION TO BE TAKEN BY EXTRAORDINARY RESOLUTION**

6.1.1 Provided that any decision to wind up the Club shall be taken only at an Extraordinary General Meeting convened for this purpose. Members shall be notified in writing in advance of the proposed changes.

6.1.2 Provided the decision is taken by an Extraordinary Resolution carried by a majority of not less than two thirds (2/3) of the Members present.

6.1.3 If the Club is wound up, its assets shall be donated to AMACS to assist it in its mission to further the interests of sport shooting.

CHAPTER SEVEN

OBLIGATIONS AT LAW

1) CONFORMITY WITH MALTESE LAW

7.1.1 The Club shall be administered in full conformity with the laws of Malta, including rules against corrupt practices and doping.