

# **MALTA LICENCE B SHOOTING CLUB (MLBSC)**

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

LOGO DESIGN IN PROGRESS

## **STATUTE**

*As approved on 30<sup>th</sup> October, 2024*

# CHAPTER ONE

## THE CLUB

### 1) NAME

- 1.1 The Club shall be called the 'Malta Licence B Shooting Club', or by its acronym 'MLBSC', hereinafter referred to as 'the Club' 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.

### 3) REGISTERED ADDRESS

- 1.3 The Registered Address of the Club shall be 'MLBSC, c/o AMACS, Unit 1, First Floor, Clock Tower Block, Tigne Point, Sliema, TP 01, Malta'.

### 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 who qualify to be Members (hereafter referred to as "the Members") of the Club in terms of Chapter 2 below, and who, are engaged in, concerned with and, or interested in sport shooting with arms that may be acquired, kept and used at licensed ranges by means of a 'Target Shooting Licence A' or 'Target Shooter Licence A Special' issued in terms of Cap 480 of the Laws of Malta.

- 1.4.2 To organise and promote activities to help the Members develop their knowledge and skills in sport shooting, to their benefit and to that of the club and the nation, and to acquire, generate and diffuse knowledge related to the Objects of the Club.
- 1.4.4 To affiliate with an Association whose main objects are identical or similar to those of the Club.
- 1.4.5 To do all such things as are incidental and/or conducive to the attainment of the Objects of the Club.
- 1.4.6. To raise funds by means of subscriptions from the Members for all the purposes and Objects of the Club, in such amounts and in such manner as provided for in the rules.
- 1.4.7 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 the Club's 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 sport shooting with arms that may be acquired, kept and used at licensed ranges by means of a 'Target Shooting Licence B' issued in terms of Cap 480 of the Laws of Malta, 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 arms 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 certified to be of sound mental health.

### 2) APPLYING FOR MEMBERSHIP WITH THE CLUB

- 2.2.1 Applicants shall fill in the prescribed form and provide all required information. Two Members, who have been enrolled with the Club for not less than one year, shall support the applicants' candidacy as Proposer and Secunder. The form shall also be signed by a medical practitioner confirming the Applicants' physical and mental fitness to own and use arms at the range. A Malta Police Good Conduct Certificate or a Malta Police Firearms licence, valid for the current year, shall be submitted to the Club with the forms.

2.2.2 Applicants shall be interviewed by the Club's delegated official. If they are in agreement with terms of this Statute and the form and supporting documents are deemed to be in order, the Applicants shall pay the non-refundable enrollment and membership fees and their details shall be entered in the Club's online database.

2.2.3 Applications for membership by individuals who are not resident in Malta shall be forwarded directly to the Committee, which 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 applications. The Applicants, Proposers and Seconders shall be informed in writing by the Committee, which shall state the reason for its decisions. The applicants 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, which shall have the power to confirm or overrule the Committee's decision.

### **4) GUESTS**

2.4.1 Guests shall be permitted to enter the premises of the Club, provided that they are accompanied by Members, 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, which shall fall due upon entry and thereafter shall be payable in advance when yearly renewals are announced.

**6) DEFAULTING MEMBERSHIP FEES**

2.6.1 Members shall not be entitled to vote at a General Meeting if their Annual Subscription Fee for that year remains unpaid prior to the start of that Meeting. Members who fail to settle the Fee within three (3) months from the date of notice given in writing, may 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 Members wishing to resign from the Club shall give one-month notice in writing to the Secretary. Any Members 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) OBLIGATIONS OF MEMBERS**

2.9.1 All members shall agree to conform and be bound by the Rules of the Club. In default, they may be liable to expulsion, which shall be notified in writing. Members so notified, may within one (1) month, appeal the Committee's decision. In such case, the matter shall be referred to a General Meeting called

within one (1) month of the appeal, and the Meeting shall have the power to confirm or overrule the Committee's decision.

## **10) HONORARY MEMBERSHIP**

2.10.1 Persons may be appointed Honorary Members by virtue of merit with respect to having furthered causes in line with the Club's objects. Such appointments shall be proposed by the Committee and approved in a General Meeting. Any persons so honoured shall also benefit from correspondence and activities offered to regular members. However, They shall not be called upon to pay application and yearly membership fees, and they shall not have any voting power during Club Meetings

## **CHAPTER THREE**

### **MANAGEMENT**

#### **3) COMMITTEE**

3.1.1 The affairs of the Club shall be conducted by the Committee, which shall consist of not less than five (5) members (hereinafter referred to as "Officials") elected at the Annual General Meeting in virtue of Chapter 4, Article 5.5 below.

3.1.2 The Committee shall be composed of a President, a Secretary and a Treasurer, hereinafter referred to as the Executive Officials, and two Officials delegated to serve as Public Relations Officer and Integrity Officer respectively.

#### **2) APPOINTEES AND SUB-COMMITTEES**

3.2.1 The Committee shall appoint one of its Officials to serve as its Representative on the Committee of an Association, which the Club is affiliated with.

3.2.2 The Committee may appoint club members to serve as Supporting Officials who are delegated with discharging specific duties.

3.2.3 The Committee may appoint club members to form part of Sub-Committees set up to take charge of specific tasks, such as but not limited to, the running of sports disciplines falling within the scope 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', as well as a Public Relations Officer and an Integrity Officer. 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 keeping proper records of the Club's asset. 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 Secretary.

**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-COMMITEE**

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 Committee Officials.

**12) COMMITTEE MEETINGS**

3.12.1 The Committee shall meet at least once every two months or as frequently as the Officials may deem necessary. 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) DISSOLUTION**

3.16.1 The Club shall be considered dissolved if at any point in time its membership falls below ten (10) 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 proposed for election shall confirm their acceptance of their 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 five (5), nominations shall be accepted during the General Meeting itself.
- 4.5.5 If more than five (5) 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 five (5) 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 exercise their rights to vote at General Meetings or 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) ADMINISTRATION OF FUNDS

5.2.1 The Club's funds shall be deposited in a designated Bank Account or held in trust by third parties duly entrusted by the Club to handle its financial affairs.

### 3) PAYMENTS

5.3.1 All Club payments shall be authorised by the Treasurer and at least one other Executive Official.

### 4) BOOKS OF ACCOUNTS

5.4.1 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.

### 5) AUDIT

5.5.1 Prior to the Annual General Meeting, the Accounts of the Club shall be audited by Members appointed at an Extraordinary General Meeting. The appointees shall report to the Annual General Meeting, when the Treasurer presents the Financial Statement.

**6) FINANCIAL STATEMENT**

5.6.1 The Treasurer shall each year prepare a Financial Statement and present it at the Annual General Meeting.

**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.

# 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 is committed to gender equality and ensuring that all members, regardless of gender, are treated equitably. This policy mandates equal opportunities for all individuals in participation, representation, and leadership roles within the Club.

7.1.2 The Club strictly adheres to anti-doping regulations as per the World Anti-Doping Code and prohibits any form of doping or use of prohibited substances. Additionally, the Club maintains a zero-tolerance policy toward corruption and unethical practices, ensuring that all members uphold the highest standards of integrity and sportsmanship.

7.1.3 The Club is committed to full compliance with all applicable anti-money laundering (AML) laws and regulations. As part of this commitment, the Club shall establish procedures to identify, report, and address suspicious financial activities. This includes maintaining accurate financial records, conducting regular financial audits, and ensuring that all Club funds are used solely for lawful purposes aligned with the Club's objectives.