

**Bridge Club, Hong Kong University Students' Union
Constitution**

Section 1: General

Article 1: Name

The name of the Club shall be “Bridge Club, Hong Kong University Students' Union” (香港大學學生會橋牌學會), hereafter referred to as “the Club”.

Article 2: Affiliation

The Club shall be affiliated to the Hong Kong University Students' Union.

Article 3: Aims

The aims of the Club shall be:

- a) To promote interest and skill in the playing bridge amongst its members;
- b) To foster a state of comradeship amongst its members.

Article 4: Session

The Session of the Club shall commence with the conclusion of the Annual General Meeting and shall terminate with the conclusion of the next Annual General Meeting.

Section 2: Membership

Article 1: Full Membership

Only Union Full Members may register as Full Members of the Club.

Article 2: Privileges

All members of the Club shall enjoy the following privileges:

- a) To attend functions and activities arranged by the Club;
- b) To attend General Meetings of the Club with full speaking right;
- c) To propose and second motions and vote at General Meetings of the Club;
- d) To vote, nominate and be nominated for elections of the Club.

Article 3: Term of Member

- a) The membership term of the Club shall commence once registered and terminate on 31st July of the coming year.
- b) The membership fee of the Club shall be approved by Cultural Association Council, HKUSU annually.

Section 3: General Meetings

Article 1: Authority

The vote at a General Meeting of the Club shall possess the highest authority in the Club in any matter affecting its members as a whole.

Article 2: Annual General Meeting

- a) The Annual General Meeting shall be convened by the Chairman of the Club and held within the period starting from the first day of January to third week of March.
- b) The following business must be included in the agenda of the Annual General Meeting:
 - (i) To receive and adopt the agenda;
 - (ii) To receive and adopt the minutes of the previous Annual General Meeting and Extraordinary General Meeting(s)(if any);
 - (iii) To receive and adopt the Annual Functional Report;
 - (iv) To receive and adopt the Annual Financial Report;
 - (v) Election of Executive Committee of the next session
 - (vi) To receive the year plan and financial budget;
 - (vii) To authorize the newly elected Chairperson (or equivalent) and Financial Secretary (or equivalent) to be in charge of the official bank account of the Club jointly;
 - (viii) Any other business

Article 3: Extraordinary General Meeting

An Extraordinary General Meeting shall be held upon the request of the Executive Committee of the Club, or the written request of 5% of the full members of the Club, or fifteen full members of the Club, whichever the more. Any such requisition shall specify the objects of the proposed meeting and no other business shall be discussed thereat.

Article 4: Notice

- a) A notice of Annual General Meetings of the Club and the agenda thereof shall be posted at least seven clear days before the meeting.
- b) A notice of Extraordinary General Meeting of the Club and the agenda thereof shall be posted at least three clear days before the meeting.

Article 5: Quorum

At all General Meetings, 7% of the full members of the Club, or twenty full members of the Club, whichever the more shall form a quorum.

Article 6: Standing Orders

The Standing Orders of all General Meetings of the Club, unless otherwise stated in this Constitution, shall be in accordance with the Standing Orders of the Hong Kong University Students' Union Council Meetings.

Article 7: Vote in General Meeting

- a) When there is only one candidate for the post, the attending Full Members of the Club shall vote for or against the candidate or abstain. The candidate shall be declared elected if a simple majority of votes cast is for the candidate.
- b) When there are two candidates for one post, a straight ballot shall be held. In the event of a tie a re-election shall be held.
- c) When there are more than two candidates for one post the attending Full Members of the Club shall indicate on their ballot sheets theirs of preference for all candidates. Ballot sheets shall be arranged and counted according to the first preference. The candidate at the bottom of the pool on the count shall be declared to have lost, and his / her votes shall be distributed among according the remainders according to the second preference indicated on them. This process shall be continued until one candidate has a clear majority and he / she is declared elected.

Section 4: Executive Committee

Article 1: Session of Executive Committee

The session of Executive Committee shall commence once elected at Annual General Meeting or Extraordinary General Meeting and terminated at the next Annual General Meeting.

Article 2: Composition

The Executive Committee of the Club shall be composed of the following executives of the Club:

- a) The Chairman 1 post
- b) The Internal Vice-Chairman 1 post
- c) The External Vice-Chairman 1 post
- d) The General Secretary 1 post
- e) The Financial Secretary 1 post
- f) The Program Secretary 1 or 2 post(s)
- g) The Publicity and Publications Secretary 1 or 2 post(s)

Article 3: Duties of Individual Committee Members

- a) The Chairman shall be the chief executive of the Club, and shall be the ex-officio chairperson of the Executive Committee Meetings and of the General Meetings of the Club.
- b) The Internal Vice-Chairman shall assist the Chairman in conducting the internal affairs of the Club, and shall, in the absence of the Chairman, carry out the duties of the Chairman.
- c) The External Vice-Chairman shall assist the Chairman in conducting the external affairs of the Club.
- d) The General Secretary shall be responsible for the general correspondence and actions of the Club, shall take the minutes of all Executive Committee Meetings and of all General Meetings, and shall keep the membership roll of the Club.
- e) The Financial Secretary shall be responsible for all financial transactions of the Club, shall draft the Annual Budget and prepare the Annual Financial Report.
- f) The Program Secretary shall co-ordinate the activities of the Club and shall be responsible for all functions in the Club.
- g) The Publicity and Publications Secretary shall be responsible for promotion of the Club and shall be responsible to prepare any publicity and publication works of the Association.

Article 4: Nominations and Election

Nominations for the members of the Executive Committee of the Club as stated in Article 1 shall be accepted up till 72 hours before the Annual General Meeting. An election of the members of the Executive Committee of the Club shall be held in the Annual General Meeting. Vacancies in the Executive Committee of the Club shall be filled at an Extraordinary General Meeting.

Article 5: Executive Committee Meeting

- a) The Executive Committee Meeting shall be convened by the Chairman of the Club.
- b) A notice of the Executive Committee Meeting of the Club and the agenda thereof shall be given to all members of the Executive Committee at least 12 hours before the meeting.
- c) A simple majority of the members of the Executive Committee shall form a quorum at all Executive Committee Meeting of the Club.

Section 6: Constitution

Article 1: Amendment

The Constitution shall not be amended except by a motion carried with two-thirds majority at a General Meeting.

Article 2: Interpretation

The interpretation for this constitution shall rest with the Executive Committee of the Club.

(Amended in NOV 2011)