



Edu-Care Mpame South Africa (EMSA)

2019/154136/08

OFFICIAL CONSTITUTION

1 THE COMPANY

- 1.1 The company is a non-profit company existing for the benefit of the people living in the Mpame area. The company may not give any of its money or property to its directors or office bearers. The only time it can do this is when it pays for work that a director or office bearer has done for the company. The payment must be a reasonable amount for the work that has been done.
- 1.2 The company website is <http://www.edu-carempame.com>.
- 1.3 The physical address of the company is Mdikana Place, Mpame, Elliotdale 5070.
- 1.4 The postal address of the company is P.O. Box 415, Mquanduli 5080.
- 1.5 **Directors:**
 - A. P. Robertson (5707285836081)
 - N. Sinono (8101280584085)
 - Prof. L. Viljoen (4208130077089)

1.6 **Office bearers:**

Office bearers were appointed on 2 April 2019 and would serve a period of 15 months. Elections will take place at the AGM.

Chairman: A. P. Robertson

Head of Education: Jean-Marie Robertson

Webmaster: Jean-Marie Robertson

Editor: Prof. L Viljoen

Teacher: N. Sinono

General Assistant: Nthobazuka Goboti

1.7 **Members**

Any individual, organization or company that has made a donation, whether monetary or material, is eligible to become a member.

Members will have the following rights:

- Attend AGM
- Stand for office bearers
- Request to see company financials upon written request

2 MISSION STATEMENT

2.1 To improve the standard of education in the Mpame area by creating creches for foundation education.

2.2 To supply volunteer teachers to assist at the two schools in Mpame.

2.3 To create extramural activities for the upliftment of the youth of Mpame.

3 AIMS AND GOALS

3.1 To create and maintain four creches in the Mpame area so that when learners attend pre-school, they will be on the equivalent level of the elite city areas of South Africa.

3.2 To construct accommodation for local and overseas volunteer teachers to come and assist with education at local schools in Mpame.

3.3 To provide extramural activities for the upliftment of the youth in the area.

3.4 To identify and assist learners who could apply for scholarships at elite schools in South Africa after completion of their education in grade nine in Mpame.

4 FINANCES

- 4.1 The financial year shall end on 28 February and audited financial statements shall be prepared for approval at the Annual General Meeting.
- 4.2 The books of the company must be regularly maintained and available for inspection upon a written request to the Executive. A bank account must be maintained and all withdrawals must be sanctioned by a director.
- 4.3 The assets of the company may not be encumbered and no loans, guarantees or sureties may be sanctioned by the directors.

5 MEETINGS

5.1 Annual General Meeting

This must be held by the directors within fifteen months after the inaugural meeting of 2 April 2019 and annually thereafter. There shall not be a period of more than fifteen months between Annual General Meetings.

A notice period of one month must be given, giving formal notice of the meeting, date, place and time, a provisional agenda and proxy arrangements. Should persons wish to have items placed on the agenda, said request or motion should be returned to the chairperson no less than two weeks prior to the meeting. Thereafter a final agenda will be circulated.

A quorum shall consist of 60% of the members present or represented by proxy. (A proxy must be signed and witnessed.) If there is no quorum at a meeting after half an hour from the scheduled start, it will be adjourned for two weeks. The members present or represented by proxy at the reconvened meeting will form a quorum.

Reports by all members of the Executive must be tabled and a full set of financial accounts presented at an Annual General Meeting.

5.2 Special General Meeting

This can be called by the directors themselves.

A notice period of three weeks must be given and a formal notice of the meeting, including date, place, time, subject matter and proxy arrangements must be given. The meeting must be called for a specific purpose and only that matter can be discussed at the meeting.

5.3 Directors' meeting

Directors' meetings must be held initially on a bimonthly basis and a report of donations and costs is to be presented and approved.

6 AMENDMENT OF THE CONSTITUTION

The Constitution may only be amended with the approval of 60% of directors.