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1. NAME

The name of the Association is THE CLUB MANAGERS' ASSOCIATION OF HONG KONG ("The Association"). The Association is registered with the Registrar of Societies, dated 25th May, 1992.

2. ADDRESS

The mailing address is c/o The Honorary Secretary holding office at the time.

3. OBJECTIVES

The objectives of the Association are as follows:

- 3.1.** To establish an Association for Managers of Membership or proprietary Clubs (collectively "Clubs") in Hong Kong, Macau and China.
- 3.2.** To promote and advance friendly relations between and among persons connected with the management of Clubs of similar character.
- 3.3.** To encourage the education and advancement of Members of the Association as Club Managers.
- 3.4.** To support the advancement of the Club management profession and sponsor research and education.

3.5. To provide assistance to educational institutions and to students interested in the Club management profession.

4. FUNDS

The funds of the Association shall be applied in pursuance of the objectives and to meet the recurrent expenditure of the Association.

5. CATEGORIES OF MEMBERSHIP

The Association shall have the following categories of membership:

Associate Members,
Full Members,
Affiliate Members,
Honorary Members,
and such other categories as may
from time to time be determined by
by a General Meeting.

6. ELIGIBILITY FOR MEMBERSHIP

6.1 Persons who have had specific training for, experience in or education for the Hospitality Industry and who have had a progressive career and a full time livelihood within such industry or business and who at the time of applying for membership of the Association are employed at a senior executive level in Club management, in Hong Kong, Macau or China, shall be eligible to be admitted as members.

6.2 A Club refers to those leading private, sporting, social, recreational and family orientated Clubs in Hong Kong, Macau or China, considered by the Committee of the Association to possess a high enough profile and whose ideals fit those of the Association.

7. MEMBERSHIP APPLICATION

Any eligible person may apply to join the Association.

All applicants must be proposed and seconded by Full Members, not serving as officers of the Association.

All applications will be voted upon by Full Members, by mail, or by attendance at meetings by secret ballot, with a 2/3 majority of replies required for admission.

Applications for membership shall be made on the standard form, adopted by the Committee, at the time.

Applications may be rejected by the Committee without ascribing any reasons therefore.

The Secretary shall keep a register of members and enter therein the full name of the member and address and contact numbers. Members should keep the Secretary informed of any changes.

7.1 ASSOCIATE MEMBERS

- 7.1.1. Successful applicants will initially become Associate Members, for a period of twelve months. During this period, if they attend at least three meetings held, they will automatically become Full Members.
- 7.1.2. Any Associate Member who has attended less than three meetings held for the designated twelve months, will not be considered eligible for admission as a Full Member.
- 7.1.3. Associate Members may not vote, propose or second applicants for membership or serve as an Officer of the Association, but may serve on Sub-committees.

7.2 FULL MEMBERS

- 7.2.1 Those members who have qualified for full membership, having served the requisite time as an Associate Member.
- 7.2.2 Full Members may convene meetings, vote, propose, and second applicants for membership and serve as an Officer of the Association.
- 7.2.3 Should a Full Member, by dint of their employment, fail to maintain their qualification, and still be resident in Hong Kong, Macau or China, may remain as a Full Member, for a period of one year, and thereafter revert to Associate Member status.

7.3 AFFILIATE MEMBERS

- 7.3.1 Persons not employed as Club Managers, but in the view of the Association may contribute to its development and success.
- 7.3.2 Affiliate Members may not vote, propose or second applicants for membership or serve as Officers of the Association, but may serve on Sub-committees.

7.4 HONORARY MEMBERS

Such persons as decided by the majority of members at a convened meeting, may be admitted as Honorary Members.

8. TERMINATION OF MEMBERSHIP

A Member shall cease to be a Member when:

- a. he/she submits his/her written resignation to the Secretary;

- b. he/she leaves Hong Kong, Macau or China, with the evident intention (as determined by the other Members of the Committee) of setting outside these countries;
- c. he/she is no longer employed at a senior executive level in Club management;
- d. he/she is declared bankrupt;
- e. his/her personal or professional conduct is in the opinion of the Committee such as to lower the esteem of the Association.
- f. Each member must attend a minimum of three regular meetings per year, should a member fail to meet this requirement, his/her membership status will come under review by the General Committee and Membership may be cancelled.

9. FEES

- 9.1 The Committee shall determine the Admission and Subscription Fees for the various categories of memberships provided, and such fees shall not be altered for twelve months from the date of such determination without the prior approval of a General Meeting.
- 9.2 Fees are reviewed annually by the Committee and amendments voted upon and decided by a simple majority.

10. COMMITTEE

- 10.1 The Committee shall be responsible for the administration of the Association.
- 10.2 The Committee shall comprise a Chairman, Deputy Chairman, Treasurer and Secretary who must be Full Members of the Association.
- 10.3 At each Annual General Meeting any Full Member may nominate another Full Member for election to the Committee.
- 10.4 Any Committee Member or Sub-committee Member may at any time retire by giving fourteen (14) days prior written notice to the Secretary.
- 10.5 Committee Members shall be eligible for re-election at the Annual General Meeting.

11. MEETINGS

11.1 ANNUAL GENERAL MEETING

The Committee, shall call an Annual General Meeting of all Members at intervals of not less than twelve (12) and not more than fifteen (15) months for the purpose of:

- a. receiving the Chairman's report of the Association's activities for the preceding period;
- b. receiving and considering the accounts of the Association for the preceding period; and
- c. electing members of the incoming Committee.

11.2 MEETINGS

Meetings will be held at regular intervals with a minimum of nine (9) per year being held.

11.3 EXTRAORDINARY GENERAL MEETINGS

The Committee:

- a. may convene an Extraordinary General Meeting at any time on giving all members not less than twenty-one (21) days written notice; and
- b. shall convene an Extraordinary General Meeting not earlier than twenty-one (21) days and not later than twenty-eight (28) days after receiving a written request to do so, subscribed to by not less than one third of the Full Members.

11.4 The quorum for any General Meeting shall be not less than seven (7) Full Members either present in person or by proxy appointed in writing signed by a Full Member, to attend on his behalf.

11.5 In the absence of a quorum, the Meeting shall be adjourned and be convened again within on month. For this adjourned Meeting, members of the Association shall again be given not less than fourteen (14) days prior written notice. At this adjourned Meeting, if a quorum is not achieved, the Meeting should be adjourned for a half (1/2) hour and the number of persons then present will constitute a quorum and the Meeting may proceed.

11.6 Each Full Member shall have one voted.

11.7 Resolutions shall be determined by a simple majority provided that if there is equality of voting the Chairman or acting Chairman at the meeting, shall have a casting vote.

11.8 General Meetings may be convened for any purposes affecting the Association, including terminating a Member's membership and terminating a Member's membership of the Committee and appointing a substitute to serve until the next General Meeting.

12. RULES

12.1 The Committee may resolve to alter or add to these Rules, including, as provided by Rule 9, the fees, provided that:

- a.** written notification of the full text of the alteration or addition is given to all Members within ten (10) days of the resolution.
- b.** The alteration or addition shall not come into force until a period of thirty (30) days has lapsed since such resolution.

12.2 Any Full Member may serve notice on the Committee requiring it to convene an Extraordinary General Meeting to seek to amend or abrogate any alteration or addition made by the Committee pursuant to rule 12.1 provided that:

- a.** such notice is served not later than fourteen (14) days after the notice referred to in Rule 12.1a is sent, and
- b.** such notice shall not of itself prejudice or suspend the validity of the alteration or addition.

If at the Extraordinary General Meeting so convened the alteration or addition is amended or abrogated the amendment or abrogation shall not affect any act done prior to the Meeting in reliance upon the alteration or addition increased any fees which are reduced in consequence of the Meeting any member who has paid the increase shall be refunded the appropriate amount.

13. ACCOUNTS

13.1 The Committee shall ensure that proper books of accounts are maintained showing the fees received and other income and the expenditure and the assets and liabilities of the Association and shall ensure that an annual Statement of Accounts shall be put before all members at the Annual General Meeting.

13.2 The accounts of the Association shall be subject to review annually.

14. NOTICES

Notices to Members shall be sent to such address in Hong Kong, Macau or China as appears in the Register of Members.

15. LIABILITY

All debts of the Association shall be borne by all the Full Members equally.

16. DISSOLUTION

16.1 The Association shall be dissolved if a resolution is passed at a duly convened General Meeting, by more than half of the Full Members then present.

16.2 The Committee shall be responsible for the winding up of the assets and liabilities of the Association.

16.3 If any properties and assets remain after the discharge of all debts and liabilities of the Association, they will be donated, as decided by the Committee, to either a local and registered charity or another registered organization, with similar objectives.

The Club Managers' Association of Hong Kong
is registered with the
Hong Kong Registrar of Societies
And was founded on 25th MAY 1992

By the Founding Members named below:

Joe Oxley	Chairman
Ken Millar	Secretary
Suzanne Watkinson	Treasurer
Trevor Allen	
Hubert Aumier	
Martin Carpenter	
Peter Chan	
Michael Forsyth	
Heinz Grabner	
Wyndham Heyring	
Fritz Kahler	
Joe Lam	
Richard Ross	
Fritz Sommerau	