

CONSTITUTION OF HONG KONG NEPALESE ULTRA-TRAIL RUNNING ASSOCIATION

ESTABLISHED 25 JUNE 2023

Preamble

Hong Kong Nepalese Ultra-Trail Running Association is a non-profit athletic organization established by the locally based Nepalese trail runners with the ambition to promote trail running sports in their community in Hong Kong and their country of origin, Nepal.

Article I: Constitution Name and Endorsement

Section 1: The name of this organization shall be Hong Kong Nepalese Ultra-Trail Running Association. This may be shortened to "HKNUTRA."

Section 2: The HKNUTRA shall run as a non-profit and non-political athletic organization.

Section 3: This constitution shall become effective at once upon approval by two-thirds of the association membership and upon ratification by the HKNUTRA registration committee.

Section 4: The constitution shall apply to all members of Hong Kong Nepalese Ultra-Trail Running Association and hereafter all works and activities of the association shall be carried out in accordance with the association rules.

Article II: Purposes

Section 1: Hong Kong Nepalese Ultra-Trail Running Association shall be established for the following purposes:

- a. To educate, promote, teach, and develop the athletic game of trail running amongst Nepalese community in Hong Kong.
- b. Encourage participation in the athletic discipline of trail running and to provide facilities for such participation both Hong Kong and Nepal
- c. To build links and collaborate with similar trail running organizations both in Hong Kong and Nepal
- d. To help individuals to build and develop their character as resourceful and responsible members of their community, through trail running, for their mental, physical, social and leadership development.
- e. To organize or facilitate trail running events both in Hong Kong and Nepal.

Article III: Membership and Membership Dues (Fee)

Section 1: General Membership: Open to all Nepalese runners who are aged 18 years and above and are residing in Hong Kong. Any children aged 18 years or above should pay full membership fee as an adult.

Section 2: Lifetime Membership: Any general members of the HKNUTRA may become a Lifetime Member upon payment of "HKD \$1000"(one payment).

Section 3: Honorary Membership: Honorary Membership shall be given by the association executive committee to persons who have made substantial contributions to the association. Honorary members are NOT required to pay the membership dues.

Section 4: Membership Fee: The General Membership fee will be HK\$ 200per person for duration of a term. Membership dues should be paid within 30 days of formation of the new executive team.

Section 5: Voiding of Membership: The association's membership shall be considered void if:

- a. Member fails to pay for his/her membership.
- b. Members act against the interest/benefit of the association or violate the constitution.
- c. It is known that the member engages in forgery or embezzlement of the association's fund.

Section 6: Levy Fee: Each executive committee member must pay a levy fee of HKD 100 monthly until the end of their tenure.

Section 7: Additional Funds:

- a. Th additional funds of the association can be derived from potential donations and, subject to any resolution passed by the association in general meeting, any other sources that the committee determines.
- b. All money received by the association must be deposited as soon as practicable and without deduction to the credit of the association's bank account or other authorized deposit-taking institution account.
- c. The association deems the electronic records, including records of bank transfers, FPS, and the like, to be sufficient receipt of monies received by the association.

Section 8: Use of Funds:

- a) Funds of the association shall be applied solely to meet its recurrent expenditure and for the enterprises stipulated in Article II of this constitution and shall not be used for any other purpose.

Article IV: The Executive Committee

Section 1: The Executive Committee shall be formed as a Principal Executive Body of Hong Kong Nepalese Ultra-Trail Running Association. The executive committee of the association shall consist of:

- I. Chairman x 1
- II. Vice Chairman x 2
- III. Secretary x 1
- IV. Vice Secretary x 1
- V. Treasurer x 1
- VI. Vice Treasurer x 1
- VII. Committee Members x 6

Section 2: Election of Executive Committee:

- a. Any general member of the association is eligible to announce candidacy in any one position of the executive committee.

- b. Election of the executive committee will require a majority vote from the general members. If a candidate fails to receive a majority of votes, an election will be held within to two candidates that received the most votes.
- c. If no one announced candidacy for any of the executive committee positions(s), the Election Committee will either re-elect the current incumbent (s) or find suitable candidate (s) and elect new executive committee officers for the next 2 years term.
- d. All general members of the association present at the Election Meeting shall be eligible to cast the vote.
- e. An Election Committee of three appointed members from the association's general members shall be formed prior to the election of the new executive committee.
- f. The Election Committee will be disbanded immediately after the announcement of the election being completed.
- g. A minimum of 4 weeks' notice shall be given to the association members before the election meeting.

Section 4: Term of office: The term of office of the executive committee officers shall be for two years (date will be specified by the executive committee). Any officer may be removed from the committee by a two-thirds majority of the executive committee members. The removed officer may appeal to the general members. The officer shall be considered reinstated with approval by a two-thirds vote of the association members.

Section 5: Any vacancy which may occur in the committee office shall be filled by appointment by the Chairman subject to approval by majority of executive committee. The newly appointed executive committee officers shall be appointed for the remaining duration of the executive committee.

Article V: Responsibility and authorities of the executive committee

Section 1: Responsibility and rights of the Chairman:

- I. Presiding over the executive committee meetings and the general meetings.
- II. Providing the ultimate decisive vote.
- III. Allotting tasks to the members of executive committee.
- IV. Executing the decisions of the executive committee.
- V. Ensuring expenditure according to the decisions of the executive committee.
- VI. Endorsing the decision booklet.

Section 2: Responsibilities and rights of the Secretary:

- I. Performing secretarial duties in meetings.
- II. Maintaining an updated register of all the members.
- III. Executing all the necessary correspondence in consent with the Chairman.
- IV. Assisting the Chairman in actualizing the decisions of the executive committee.
- V. Presiding over the meetings of the sub-committees.

Section 3: Responsibilities and rights of the Treasurer:

- I. Maintaining an updated record of the income and expenditure of the association.

- II. Opening a bank account in the association's name to deposit income or operating it under the elected Secretary or Vice-Secretary bank account.
- III. Handing expenditure based on the decisions of the executive committee.

Section 4: Responsibilities and rights of the committee Members:

- I. Showing presence in meetings.
- II. Endorsing the decision booklet.
- III. Executing the duties assigned to them.

Article VI: General Members

Section 4: Responsibilities and rights of General Members shall include:

- I. Attending the association's general meetings.
- II. Approving/disapproving of the proposals of the executive committee following necessary discussions. c. Exercising the right to vote if decisions cannot be reached in discussions.
- III. Helping the executive committee in organizing the association's events or any other functions. i.e., Participating in any activities organized by the association such as trail running events, volunteer task, promotional event, etc.

Article VII: Meetings and Quorum

Section 1: Annual General Meeting (AGM)

The annual meeting of the association shall be held once each year at a place and date selected by the executive committee. Every ultimate year the AGM will also serve as the election meeting for election of new executive committee officers. Advance oral or written notice must be given to all members of the association at least 4 weeks prior to the annual general meeting.

Section 2: Special General Meeting (SGM)

The association's executive committee or 25% of general members may call for a special general meeting if such a meeting is deemed necessary for the interest of the association. Advance oral or written notice must be given to all the members of the association.

Section 3: Executive Committee Meetings

The executive committee shall meet at a convenient place to discuss the business of the association at least bi-monthly. This meeting may be called by the Chairman or any two committee officers. The Secretary shall notify orally or in written form of meetings all the officers of the association. If any officer is unable to attend the meeting, the officer must inform the Chairman or the Secretary that he/she would be absent in the meeting. Disciplinary action may be taken against the officer who fails to attend the meeting three times or more without notification to the Chairman or the Secretary.

Section 4: The Quorum

The quorum for the operation of General Meetings shall be reached when 51% of the executive members are present at the meeting. If the required numbers are not present, the meeting will be postponed for 14

days with notice (oral or written form) to members. If the quorum fails again, the number of members present at the meeting itself shall be considered the quorum.

Article VIII: Amendments

This constitution shall be amended by a vote of two-third majority of the association's membership if it is deemed necessary. Proposal of amendment of the constitution must be submitted in writing to the association's executive committee for further action and approval by the association general members in succeeding general meeting.

Article IX: Dissolution or Liquidation of the Association

Section 1:

All members of the association shall be notified of the dissolution or liquidation of the association. The association membership with a simple majority of members voting shall decide at its general meeting whether to approve or reject the dissolution or liquidation.


Section 2:

In the event of dissolution, any remaining funds and properties of the association shall be donated to any charitable foundation in Nepal and Hong Kong by the executive committee before vacating the office. The beneficiary organizations (s) will be chosen by the association executive committee and membership during general meeting at the time of dissolution. No members shall have any claims from the association in respect to fees and subscriptions they paid. No private individual, member or executive committee officer of the association shall benefit from or be entitled to share in the distribution of any of the association's assets during the dissolution.

Date Constitution Ratified on the date 25th June 2023

Approved and endorsed by:

Mr. Limbu Bedhraj (Chairman) 

Mr. Angbuhan Bashant Sean (Secretary) 

Mr. Gurung Labin (Treasurer) 