

THE CONSTITUTION OF KAODINMA KANAEME FRIENDS CLUB OF NIGERIA, KWARA STATE

PREAMBLE

We the various sons of Nigeria, with common interest and resident in Ilorin and its environs; in the Kwara state of Nigeria being interested in the formation and operation of a social club, on the principles of freedom, equality, equity and justice, and for our individual and collective interests DO HEREBY make, enact and give to ourselves the following constitution to guide our club which shall supersede all previous rules, regulations or resolutions made for this Association before the enactment of this constitution.

SECTION 1: NAME AND MOTTO

(a) The club shall be known and called:

KAODINMA KANAEME FRIENDS CLUB OF NIGERIA, KWARA STATE

(b) The motto of the club shall be “PEACE, **PROGRESS AND UNITY**”.

(c) the club shall have her official address at -----

Ilorin Kwara state

SECTION 2: LOGO

The logo of the club shall express a design of a dove perching on a handshake to portray peace, progress and unity. And the triangle to show equality of all the members

SECTION 3: AIMS AND OBJECTIVE

- (i) To promote unity among members and in the society.
- (ii) To foster the zeal and spirit of oneness, fraternal co-operation and mutual understanding among members
- (iii) To enhance discipline and order in the lives and activities of the members.
- (iv) To provide a common forum for the necessary deliberations on Issues affecting the social and economic development of the club.
- (v) That the club shall remain a non-political and non-religion body.

SECTION 4:- MEMBERSHIP

Membership of the club shall be open to young man who is a Nigerian and Igbo, and who is of credible character, resident in Ilorin and its environ having common interests with that of the club and being found acceptable to the club. A member must also be a registered member of his town/community association or any other notable association or club.

SECTION 5:- MEMBERSHIP REGISTRATION

Any intending member of the club shall fulfill the following conditions for his membership registration.

- (i) The applicant shall present an application letter written and duly signed on the letter headed paper of his town/local government association.
- (ii) He shall be educated by the club's secretary.
- (iii) He shall then pay an un-refundable registrations fee of the sum of Five thousands naira (N 5,000.00) and present the following:- one crate of malta guiness, one carton of beer (33) and one bottle of hot drink (ST REMIS)

PROVIDED HOWEVER that:-

- (a) With passage of time and increase in volume of the business of the club, the fee of five thousand naira prescribed in this subsection 5 (iii) may be reviewed upwards.
- (b) An applicant who is not able to meet up with the club's rules and regulations shall be free to drop his bid for membership registration and forfeit any monies so far paid by him as such monies are non-refundable.

SECTION 6: SOURCES OF REVENUE

The club shall derive its revenue from the sources;-

- (i) Membership Registration fees of N5,000.00
- (ii) Monthly dues of N500.00
- (iii) Fines payable by defaulters
- (iv) Levies and contribution
- (v) Sale of copies of the constitution , badges and identity cards.
- (vi) Voluntary Donations.
- (vii) Proceeds from social activities and investments.

SECTION 7: OFFICERS OF THE CLUB

(a) The club shall have the following elected officers;-

- (i) The Chairman
- (ii) The Vice Chairman
- (iii) The General Secretary

- (iv) The Assistance Secretary
- (v) The Financial Secretary
- (vi) The Treasurer
- (vii) The Provost
- (ix) The Welfare Officer
- (b) There shall be the following non-elected i.e appointment officers of the club:
 - (i) The Patron.
 - (ii) The Legal Adviser

SECTION 8: TENURE OF OFFICE

- (i) The tenure of office for any elected officer shall be three years at the first instance and the officer may hold the same office for a second term of three years and no more.
- (ii) Where an office becomes vacant by reason of death, resignation or any other cause before the expiration of the current term and a member is elected into the office to complete the term; such a member shall notwithstanding, be eligible for election into the same office for the three (3) more terms.
- (iii) An officer who might have completes his tenure in one office shall eligible to contest election into another office. Such an officer may however contest of the expiration of his second term.
- (iv) An elected officer shall be impeached by a two-third (2/3) majority votes of confidence passed by the members on such an office.
- (v) An appointed office shall not be eligible to contest for any elective office.

SECTION 9:-DUTIES OF OFFICERS:

(A) THE CHAIRMAN:-

- (i) He shall be the chief executive of the Club.
- (ii) He shall preside over all meetings of the Club.
- (iii) He shall be one of the signatories to the Account of the Club.
- (iv) He shall authorize all payments and expenditures of the Club in accordance with the decision of the general house of the Club.

- (v) He shall sign all adopted minutes of the Club.
- (vi) He shall be guided by the majority opinion of the assembly in all his rulings.
- (vii) He shall perform any other duty/duties that maybe assigned to him by the Club.
- (viii) He shall maintain discipline in the meeting of the Club.
- (ix) He shall authorize the summoning of meetings in consultation with the General Secretary

(B).THE VICE CHAIRMAN:-

The duties of the Vice Chairman shall include:-

- (i) To assist the Chairman in the performance of his duties.
- (ii) To assume the duties of the Chairman in the event of the absence, resignation and/or removal from office of the Chairman.
- (iii) To carry out other legitimate duties assigned to him by the Chairman.

(C) THE GENERAL SECRETARY

His duties shall include:-

- (I) To act as the chief scribe of the Club
- (ii) To be responsible for all secretarial functions of the Club and to keep and maintain all documents and records relating to his office.
- (iii) To summon the meetings of the Club in consultation with the Chairman.
- (iv) To prepare and deliver the minutes of the meetings of the Club.
- (v) To prepare and present Annual Reports of the activities of the Club.
- (vi) To perform any other duty or duties that may be assigned to him by the general assembly of the Club.

(D) THE ASSISTANT SECRETARY:-

His duties shall include:-

- (i) To assist the General Secretary in the performance of his functions.
- (ii) To assume the office of the General Secretary in the event of the absence, resignation or removal from office of the General Secretary
- (iii) To perform any other duty or duties that may be assigned to him by the General Secretary.

(E) THE FINANCIAL SECRETARY:-

His duties shall include:-

- (i) To keep up -to - date records of the accounts of the club.
- (ii) To collect all monies of the Club and issue receipts accordingly.
- (iii) To make payments on behalf of the Club as may be approved by the Club and authorized by the Chairman.
- (iv) To be responsible to the auditors for the auditing of the accounts of the Club.
- (v) To pay into the Treasury all monies of the Club within twenty-four (24) hours from the time of the collection of such monies.
- (vi) To prepare all vouchers and cheques as approved by the Club and authorized by the Chairman
- (vii) To be one of the signatories to the account of the Club
- (viii) To liaise with the Secretary on matters of the financial correspondence of the Club.

.THE TREASURER:-

His duties shall include:-

- (i) To keep the accounts of the Club.
- (ii) To deposit all monies of the Club into Bank within forty-eight (48) hours from his receipt of such monies from the Financial Secretary
- (iii) To hold an impress account of the sum of ten thousand Naira(N10,000.00) only
- (iv) To be one of the three signatories of the account of the Club.
- (v) To make available to the executive meeting and auditors of the Club the books of the account of the Club for inspections as may be required.

THE PROVOST:-

- (i) To be responsible for the maintenance of Law and order during the meetings of the Club
- (ii) To be in charge of all sharing during the social functions of the Club
- (iii) To be the chief discipline officer, acting on the authority of the Chairman
- (iv) To collect fines from late-comers, noise makers and such other offenders.

THE WELFARE OFFICER:-

His duties shall include:-

- (i) To take charge of all entertainments.
- (ii) To report and take care of all welfare matters concerning any member.

- (iii) To make welfare recommendations to the executive committee for necessary actions.
- (iv) To be the head of the welfare committee.

SECTION 10:- NON-ELECTED OFFICERS:-

(A) THE PATRON

The Club shall at all times have a grand patron who shall:-

- (i) Act as the father of the Club,
- (ii) Advise the Club as the needs may arise
- (iii) Act as the Ceremonial head in the social functions of the Club.

B THE LEGAL ADVISER

His duties shall include:

- (i) To attend to all legal matters of the Club as may be referred to him.
- (ii) To render legal advices to the Club

SECTION 11:- BANKING, SIGNATORIES EXPENDITURE AND PAYMENT

- (i) The Club shall own and operate an account with a Bank to be agreed upon by the general assembly of the Club.
- (ii) The signatories for the accounts of the Club shall be the current Chairman, current Financial Secretary and the current Treasurer of the Club.
- (iii) The three signatories shall be the signatures of the banking business of the Club, but the signatures of the Chairman and that of anyone of the other two alone, at a time shall be sufficient and valid for the withdrawal of any money from the Club's account, in the event of all the three signatories not being readily available at a given time.
- (iv) Any expenditure shall be agreed upon at the general meeting of the Club while emergency expenses shall be approved by the Executive Committee and shall be particularly made by the Chairman or his Vice when fund vital to the Club's Welfare is needed and the emergency expenses shall be accounted for, at the next immediate general meeting of the Club.
- (v) At every general meeting, the Treasurer shall present the passbook of the Club and declare the financial status of the Club.
- (Vi) There will be an end-of the year Party every year and there may be launching in such a party when considered necessary Provided that:
 - (a) The day and date of such a party shall be approved at the general meeting.
 - (b) There shall be respective levies and free-will donations for the Party.

- (Vii) The financial transactions of the Club shall be audited at the end of every year by selected members.

SECTION 12:- STANDING COMMITTEES.

- (i) The Executive Committee of the Club shall comprise all the elected Principal Offices of Club, plus the Chairman of Task Force Committee, the Chairman of the Disciplinary Committee,.
- (ii) There shall be The Disciplinary Committee of • the Club, which shall function as the watchdog and Law-Enforcement agent of the Club.
- (iii) There shall be The Task Force Committee of the Club, which shall operate as The Power-House of the Club, implementing the Order of The Disciplinary Committee.

SECTION 13:- ELECTION

- (i) For elections to the offices in the Club, the general house shall upon the dissolution of the out-going executive; nominate a presiding, officer and two and returning officers for the elections.
- (ii) The presiding and returning officers who shall conduct the elections shall be financial members of the Club.
- (iii) Elections shall be by .open ballot i.e. by raising of hands to be counted or as otherwise decided by the House at the general meeting
- (iv) Elections shall be held every, three years at the expiration of the current term.
- (v) For elections the Candidate with the simple majority of votes becomes the winner
- (vi) Where a member is nominated for a post and there is no other contestant, then such member shall be declared the unopposed winner.
- (vii) A candidate for election must be nominated by a member and supported by another member
- (viii) For the post of the Chairman, not more than three member shall be nominated and the candidate with the highest number of votes becomes the Chairman while the candidate with the second highest number of votes shall become the Vice Chairman Consequently, there shall be no separate election and voting for the office of the Vice Chairman.
- (x) Not more than two members shall be nominated for election into an office except the office of the Chairman, which must not be more .than 'three nominees.
- (xi) Nomination shall not be declined unless on grounds of accepted reasons.

- (xii) In the case of a tie in votes, the Chairman shall have a casting vote to decide the winner but if the office in question is that of electing the Chairman then, the presiding officer shall have a casting vote.
- (xiii) Should any vacancy; by way of accepted resignation, loss of member e.g. by death, removal from office etc occur, in the case of an office that has no vice or assistant officer, then a bye-election shall be conducted to fill the vacancy.

QUALIFICATION:-

For any candidate to be eligible to contest for election, he must not be found to owe the Club any money by way of monthly dues, Levies, Fines, money borrowed and not returned when the refund time is due etc

SECTION 14:- MEETINGS.

The Club shall operate with four types of meeting viz:

.(i) General Meeting (ii) Executive Meeting (iii) Emergency Meeting (iv) Annual Convention

A. **General Meeting:** The general meeting of the Club shall hold monthly on the last Sunday of the month by 2:00p.m. at a venue to be decided by the general house.

B. Executive Meeting:-

The Executive Meeting of the Club shall hold before the general meeting.

(C) **Emergency Meeting:-** an emergency/extra -ordinary Meeting of the Club shall hold when a cause for it occurs and the Chairman summons it, or it is summoned by a majority of the executive members.

(D) **Annual Convention:-** The Club may, if she finds it necessary and expedient, organize an annual convention which shall be mainly a ceremonious get-together.

QUORUM:-

The quorum for the Meetings of the Club shall be one quarter (1/4) of the members who are supposed to constitute that Meeting

TRUSTEE:-

- (a) The Trustees of the Club shall be appointed by the general house, and they shall include:-
- (b) The Chairman, the general Secretary and the Treasurer.

The number of the Trustees shall

- (c) A Trustee may hold office as a Trustee for life but a Trustee shall cease to hold office if he ceases to be a member of the Club, or becomes insane or bankrupt, or ceases to reside in the Kwara State of Nigeria and its environs.

- (d) The Trustees shall have a Common Seal which shall be kept in custody of the Secretary of the Club, who shall produce it when required by the Trustees.
- (e) All documents of the Club to be executed on behalf of the Club shall be signed by the Trustees and sealed with the Common Seal.
- (f) The Trustees shall apply for incorporation under the incorporated Trustees part of the Company and Allied Matters Act, of 1990.
- (g) Upon incorporation, the Trustees shall have the power to hold in trust all land belonging to the Club or to acquire or hold any land on behalf of the Club
- (h) The Trustees shall deal with the properties of the Club as directed by the general house of the Club.

VACANCY:- Upon Vacancy occurring in the number of Trustees, a general meeting of the Club will be held to appoint an eligible member to fill the vacancy. The appointment shall be by a simple majority vote.

SECTION 15:- DISCIPLINE

- (i) Lateness to the Meeting of the Club; either general Meeting or Executive Meeting; shall attract a fine of N500.00 only:

PROVIDED however that a grace of ten minutes shall be allowed from the time the Meeting begins.

- (ii) For absenting without an acceptable Letter or Phone Call of excuse, there shall be a fine of N1000 only.
- (iii) Noise making at Meeting/ringing tone of an incoming phone call attracts a fine of N200 after a good number of warnings by the Provost the Noisemaker shall face the Disciplinary Committee, which may recommend N5000 fine against the Noisemaker. Failure to comply¹ with the Order of the Disciplinary Committee may lead to loss of Membership without any enticements. If the Offender yet gets interested in membership, he will seek fresh Registration.
- (iv) Absence from meetings without acceptable excuse, for three consecutive times, shall attract a warning Letter and subsequent Loss of membership with option to re-register in the case of his continued absence
- (v) For Quarreling, the Club shall immediately attend to the report of the Complainant Party. The two Parties shall settle their differences immediately terms of settlement shall attract loss of membership.
- (vi) For physical combat or fighting at or outside the Meeting, the matter shall be reported to the Club and upon settlement of the matter, the offending party shall pay a fine of

N10000 and thereafter face the disciplinary committee whose decision shall be binding on the offender who shall thereby lose his membership if he fail to comply.

- (vii) For the offence of Theft or embezzlement of any money due to the Club, the offender shall immediately pay back the money and forward a Letter of Apology to the Club before he may be admitted back.
- (Viii) Misbehavior after drinking at any occasion shall be punished with a fine of N5000 only
- (ix) The failure of a member to pay a levy for any occasion or ceremony after one month from the date of the ceremony/occasion shall attract a fine of N 2000.00 only.
- (xi) It shall be the Obligation and Duty of a Member:-
 - (a) To work hard for the smooth running of the Club
 - (b) To protect the interest of fellow members at anytime and place.
 - (c) To maintain a good image and serve as a good ambassador of the Club to the larger community and the outside world.
- (xii) To expose the secrets, plans, and intentions of the Club outside the Club shall attract a penalty of N3000.00.
- (xiii) The use of abusive word(s) to a fellow .member at Meeting or outside the Meeting shall attract a Penalty of N1000.00.
- (xiv) The assumption of Superiority over the constituted authority of the Club's attract a fine of N 3000 at the first instance, with the penalty of expulsion for the repetition of the offence(s). To this effect, the highest authority of the Club shall be the Club's majority decision.
- (xvi) It shall be an offence for a member to take a fellow member to the police or to the Court without first referring the matter to the Club for any possible peaceful settlement. An offender in this regard shall be punished with a fine of 50,000.00 or with expulsion for his failure to comply with the payment of the fine.
- (xvii) When a member invites the Club to any occasion, he shall give special recognition to the Club by providing her with a separate Table for her members.
- (xvii) A member shall be on his feet while greeting a fellow member and this shall done with respect
- (xviii) On voluntary resignation or withdrawal of Membership, the out-going member shall settle whatever he owes the Club by way of;-outstanding dues, levies, fines, interests and return of loans; as may be applicable and he shall not be entitled to any benefit.
- (xix) For any other acts, omissions and offences not particularly covered under this Section, the Disciplinary Committee shall take appropriate actions and make necessary and consequential recommendations for the approval of the Executive Committee of the Club.

SECTION 16: INVITATION TO AN EVENT

- (i) Any member that wishes to invite the club to an event, shall give a formal invitation to the Club not less than one month before the event with a create of beer (33)
- (ii) Each member of the Club shall give N20000 cash to the Celebrant. This payment of N20000 shall be called **ENTITLEMENT** and shall be made once in any chosen event by the celebrant.
- (iii) In any **ENTITLEMENT** event, the Celebrant shall give the Club a minimum of two crate beer, half crate of Maltina, one cartoon joven wine, one cooler of swallow and fifteen full roasted chickens.
- (iv) In any non **ENTITLEMENT** event, it shall be done as indicated in section 17

SECTION 17:-BENEFITS.

A full financial Member of not less than six (6) months standing and not indebted to the Club, shall be entitled to his due benefits as a .member of the Club, as the occasions may arise, as fellows:

(A) CASE(S):-

- (i) In the case of police arrest of a member all the members of the Club shall show concern, meet together at a designated venue and send some delegates to the police station for purposes of the possible bail of the arrested member.
- (ii) In the event of a member being involved in a civil case, all the members of the Club shall rally round him for necessary assistance.

(B) SICKNESS/FIRE DISASTER:-

- (i) When a financial member is sick and on hospital admission or where a member's shop is razed down by fire, the Club shall send a delegation of some members who will go with the Welfare Officer to visit the affected member.
- (ii) There shall be a free-will donation by members to be given to the affected member.

(C) CO-OPERATIVE SCHEME:-

- (i) There shall be a co-oprative scheme within the Club to assist the members financially
- (ii) Two members shall be eligible to borrow money from the Club every month. The maximum amount each member can borrow shall be decided by the general house.

- (iii) A member who wishes to borrow money shall present a guarantor who must be a member of the Club. The guarantor shall be liable to repay the loan in the event of the borrower's failure to repay same.
- (iv) The interest accruing on the loan shall be 5%
- (v) The repayment period for every loan shall be one month from the date the loan was granted. However, where a member fails to repay a loan after two weeks from the expiration of the specified one month repayment period, then the interest on the loan shall be double the amount of the original interest.
- (vi) A member shall not be entitled to take a loan for two consecutive months.

(D) TRADITIONAL MARRIAGE:-

- (i) Every member of the Club shall attend the ceremony on the formal invitation by the Celebrant
- (ii) The Club shall make a gift of N20000 to the Celebrant
- (iii) The Celebrant shall give the Club 2 chickens and one cooler of swallow

(E) WEDDING CEREMONY:-

- (i) All members shall be present at the Celebrant's house on Friday before the wedding day at 8.00am for necessary assistance in preparation for the wedding.
- (ii) Lateness after the grace of fifteen minutes shall attract a fine of N1000 and absenteeism shall attract a fine of N2000
- (iii) The Celebrant shall give the Club whatever he wishes in his house.
- (iv) All members shall attend the Bachelor's eve/Suya Night and spray the Celebrant with some amount of money.
- (v) The Celebrant shall give the Club a bottle of 501 wine at the Bachelor's Eve/Suya Night.
- (vi) Every member shall spray the Celebrant the sum of not less than N3,000.00 at the Reception venue
- (vii) Absenteeism from the church service/Reception programme without reasonable excuse shall each attract a fine of N3000

(F) NEW BABY AND CHILD DEDICATION:-

- (i) A financial member who gets a new baby and wishes to celebrate the Child's Dedication shall accordingly inform the Club.
- (ii) All members shall be present at the ceremony.
- (iii) There shall be individual voluntary donations by members to be given to the Celebrant at the Ceremony

(iv) The Celebrant shall give the Club whatever he wishes.

(G) DEATH OF A MEMBER/WIFE HERE OR AT HOME:-

In the event of the demise of a member or his wife:-

- (i) Each member shall contribute a levy of to be decided by the Club.
- (ii) All members shall be present at the Mortuary to assist the Community/Town Association of the deceased before the corpse leaves for the hometown.
- (iii) All members shall be present at the burial ' ceremony of the deceased member while the Club shall send a delegation of members as representatives to travel home with the bereaved family in the case of the death of the wife of a member.
- (iv) The Club shall make a donation of one Crate of Star beer, one Crate, of Small Stout, two Gallons of Palm Wine, one piece of George Cloth and N100,000 cash to the bereaved family.
- (v) Any other monetary entitlement of a deceased member shall be given to the bereaved family one month after the burial ceremony. If a deceased member is owing the Club any money, then such money shall be deducted from the entitlement referred to in (v) above and "the balance. (if any) shall be given to the bereaved family.
- (vii) The failure of a member to attend the burial ceremony of a deceased member without acceptable excuse shall attract a fine of Ten Thousand Naira(N1 0,000,00) only.

DEATH OF FATHER/MOTHER/CHILD

Where a financial member suffers the loss of his father or mother or a child who is ten years old and above:-

- (i) The Club shall pay him a condolence visit after the burial.
- (ii) There shall be a gift of one crate of beer, one crate of Malt drink and N10,000 cash to the bereaved member. Absenteeism of a member without reasonable excuse shall attract a fine of N5,000.00.

SECTION 18: SPECIAL CLAUSE

- (i) There shall be a monthly contribution of an amount to be decided by the members every year
- (ii) The money contributed shall be given to a member per month via picking of numbers at the beginning of each meeting year.

DISSOLUTION/WINDING UP

- (i) The Club shall stand dissolved where a motion to that effects is moved and supported by $\frac{3}{4}$ (three quater) of the Club members who are financially up-to-date.

- (ii) The fate of the assets and liabilities of the Club shall be determined by 2/3 (two third) majority of the Club members if a motion for the dissolution is effective, subject however to the provisions of the “Special Clause”

SECTION 19: AMENDMENT

This constitution is subjected to amendment, either in whole or in part, when necessary

- (i) The motion for amendment shall be supported by a two-third (2/3) Majority Votes of the General Meeting.

SECTION 20: MISCELLANEOUS

Any matter not included or covered by the various provisions of this constitution shall be deliberated upon and treated by the full House on its merit.

SECTION 21: DECLARATION OF ACCEPTANCE

We, the entire members of **KAODINMA KANAEME FRIENDS**

CLUB OF NIGERIA, KWARA STATE, hereby accepts all the provisions of this Constitution as being correct and we hereby empower our Chairman and Secretary to sign it on our behalf.

Post_____ Name_____ Signature_____

Post _____ Name_____ Signature_____