

THE CONSTITUTION

of Sweet BO Organization in

ARTICLE I: Name

The name of the organization shall be Sweet BO Organization- hereinafter referred to as the “SBO” with the headquarters in

ARTICLE II: Interpretation Clause

In this Constitution, unless the context otherwise requires: (a) “SBO” means Sweet Bo Organization. (b) The expressions – “Chairman”, “Secretary”, “Treasurer”, “Social Secretary”, etc. or any other officers shall mean and include Vice or Assistant as the expressions may permit. (c) “Writing” includes printing, typewriting, emailing, and any other mode of representing or reproducing words or figures in a visible form. (d) In this Constitution unless a contrary intention appears, words in the singular include the plural and words in the plural include the singular.

ARTICLE III: Objects

(a) To establish a professional and social organization for all Sierra Leoneans who have an interest in BO, thereby increasing fellowship and development in BO. (b) 2. To bond people of Sierra Leone with an interest in BO into a single, coordinated, cohesive body, exemplifying our respective background and experiences while acknowledging our rich Sierra Leonean heritage by promoting brother/sisterhood among its members. (c) To cooperate with other chapters or branches, Government of Sierra Leone, staff and stakeholders of the municipality of Bo. (d) To take any lawful action or adopt any lawful method for furtherance of the purpose of SBO. (f) To raise and maintain funds for the objectives of SBO.

ARTICLE IV: Membership

Regular members. Every Sierra Leoneans who have an interest in BO regardless of tribe or political affiliation shall be eligible for membership in SBO.

ARTICLE V: Finances

SECTION 1: Sources (a) Every member of SBO shall pay a one-time Registration fee of \$100.00

(One Hundred Dollars) on the date he or she joins SBO. (b) Every member of SBO shall pay an annual Subscription of \$100.00 (One Hundred Dollars) on their anniversary of joining the organization. (c) Donations from SBO members or the General Public. (d) Proceeds from concert, entertainment and any activities conducted on behalf of SBO.

SECTION 2: Custody (a) All SBO funds shall be kept as specified under the functions of the Treasurer stipulated elsewhere in this Constitution. (b) All withdrawals shall receive the prior approval of the President. (c) Signatories of cheques for withdrawals of money shall be the President and Secretary or Secretary and Treasurer.

SECTION 3: Regulation of Funds. The financial year of SBO shall commence from the first day of January and end on the thirty first day of December in each year.

ARTICLE VI: Branches

SECTION 1: (a) There shall be no other SBO branch within the United States.

SECTION 2: (a) SBO shall be governed by a Global Leadership which shall comprise the Chairman, Vice Chairman, the Secretary, the Assistant Secretary, Social Secretary, Assistant Social Secretary, Financial Secretary, Treasurer, and any other officers the chapter members may deem fit. (b) Subject to SBO Constitution, SBO shall be autonomous on local issues and shall be competent to deal with matters referred to it by SBO Global Leadership or by the Annual General Meeting. (c) SBO shall make a comprehensive report on its activities at the Annual General Meeting. The report shall include but shall not be limited to the following:
(i) The number of registered members. (ii) The finances of the organization, and (iii) All activities undertaken by the SBO Global Leadership, on behalf of SBO, during the period under review.

ARTICLE VII: The Global Leadership

SECTION 1: There shall be a Global Leadership consisting of the following officers of SBO: (a) The Chairman (b) The Vice Chairman (c) The Secretary (d) The Assistant Secretary (e) The Financial Secretary (f) The Treasurer (g) The Social Secretary (h) The Assistant Social Secretary (i) The Public Relations Officer (j) Other officers may from time to time be elected by the General Meeting of SBO.

SECTION 2: The Global Leadership Meetings shall be held at least twice a year.

SECTION 3: The Global Leadership shall implement the decisions of the Annual General Meetings, run the affairs of SBO according to the Constitution and shall take action on other

matters affecting SBO.

SECTION 4: The Global Leadership of SBO shall be collectively responsible for the official actions of its members.

SECTION 5: Each member of the Global Leadership or the whole Global Leadership shall be removed from office by a resolution passed by two thirds of the votes of all the members present at the Annual General meeting or an emergency meeting summoned for this purpose.

SECTION 6: The Auditor, although an officer of SBO, shall not be a member of the Global Leadership.

SECTION 7: The decisions of the Global Leadership shall be binding on all members unless it is set aside by an affirmative vote of the majority of the members present at an Annual General Meeting.

ARTICLE VIII: Functions of the Officers

The duties of the officers of SBO shall include the following:

(a) The Chairman

(i) Shall preside over all Global Leadership and General Meetings of SBO; (ii) Shall enforce the Constitution of SBO; (iii) The Ruling of the Chairman on points raised at a Global Leadership meetings or the Annual General Meetings shall be final; unless challenged by a resolution moved by a member present at the meeting in which the point is raised and carried by an affirmative vote of the majority of the members present; (iv) Shall be an ex officio member of any Ad Hoc Committee of SBO appointed by Annual General Meeting or SBO Global Leadership. (v) All officials of the Global Leadership shall be accountable to the Chairman.

(b) The Secretary General

(i) Shall execute his duties under the direction of the Chairman and his Global Leadership; (ii) Shall take minutes and keep all records of the meetings of the Global Leadership and the Annual General Meetings of SBO. (iii) Shall issue out circulars with Agenda for all meetings; (iv) Shall take action on all matters passed by SBO; (v) Shall coordinate the activities of officials on SBO and Chapter Global Leadership.

(c) The Treasurer

(i) Shall keep an accurate account of all monies paid to him on behalf of SBO; (ii) Shall tender a quarterly Statement of Accounts. (iii) Shall be the Cashier of SBO: (iv) Shall receive and give receipts for all monies paid to him in respect of subscriptions, donations or of whatever undertakings of SBO to raise funds; (v) Pay out all orders duly countersigned by the Chairman on behalf of SBO. (vi) Shall keep a record of accounts and other subsidiary books

necessary for the proper and accurate accounting of all monies received or disbursed on account of SBO; (vii) Shall be responsible to SBO for safe keeping of its funds; (viii) Shall make prompt discharge of all monies thus received by paying same into the Savings Banks or other Banking account of SBO; (viii) shall prepare a balance sheet and other records of accounts and submit them to the auditor not later than the 31st of January each year

(d) The Social Secretary

- (i) Shall execute his/her duties under the direction of the Chairman and the Global Leadership;
- (ii) Shall be responsible for all social activities of SBO, particularly in the organization of the Annual Dance in which members may participate.
- (iii) Shall prepare a statement of account and submit same to the Global Leadership as soon as possible after the social event.

(e) The Public Relations Officer

- (i) Is responsible for the projection of the image of SBO; (ii) Is responsible for the welfare of the members of SBO at all times. (iii) Shall be responsible for the publicity aspects of the organization.

(f) The Auditor

- (i) Shall not be a member of the Global Leadership; (ii) Shall audit the accounts of SBO and make a comprehensive written report of his findings directly to the Annual General Meeting; (iii) Shall have access to all the records and accounts of SBO. Shall examine every balance sheet and annual returns, receipts and expenditure; and shall either sign the books of Account as found to be correct in accordance with law or specifically include in his report whatever he discovers to be incorrect or not in accordance with the law.

ARTICLE IX: Meetings and Proceedings

SECTION 1: (a) The Quorum for an Annual General Meeting to transact business shall be four Global Leadership members and ten Regular and/or Honorary Members. (b) The Quorum for a Global Leadership Meeting to transact business shall be four Global Leadership Members of which one must be the Chairman.

SECTION 2: (a) The Chairman shall preside over all Global Leadership and Annual General Meetings of SBO DMV. (b) If the Chairman is absent within one hour after the appointed time for holding the meeting, the members present shall choose a Chairman for the meeting. (c) The Secretary General shall keep an Attendance Register at each meeting which shall be signed by the members present at the meeting. (d) Questions arising at any meeting shall be determined by a simple majority of votes of members present except where these Articles of the Constitution provide otherwise. (e) The votes will be signified by a show of hands or the meeting may

determine other methods by which a vote shall be taken. (f) Each member present shall have one vote, save that in the case of an equality of votes, the Chairman shall direct another vote to be taken and if the votes are equal for the second time, the Chairman or any member presiding over the meeting shall have a second or casting vote. (g) Questions for the determination of the house shall be introduced by a motion from a member and seconded by a member present at the meeting. If there is no counter motion the substantive motion is put to the meeting which may be either approved or rejected in accordance with Article IX, Section 2 (e) and (f). (h) Where there is a counter motion, it is put to the meeting in accordance with Article IX Section (e) and (f) of the Constitution. If the counter motion is passed by the house then the original motion is lost. (i) A substantive motion or counter motion could be amended with the consent of the mover of the motion or the counter motion. (j) Subject to the Articles of this Constitution, the rulings of the Chairman or any member presiding over a meeting on any matter raised shall be final, unless it is set aside by a motion from a member of the house and passed by the affirmative votes of two thirds of the members present.

SECTION 3: (a) A member at a meeting can call for a point of order and the point of order should be an infringement of any Article or Articles of this Constitution. (b) The mover of the point of order must refer to the Article or Articles of this Constitution infringed upon or call attention to the introduction of matters not relevant to the question under discussion. (c) The Chairman's rulings on a point of order subject to Article IX Section 2 (j) shall be final.

SECTION 4: (a) Every member shall attend meetings of SBO regularly and promptly. (b) Every absence of a member due to ill health or other inability on the part of the member shall be notified to the Secretary General prior to the meeting.

SECTION 5: The Annual General Meeting of SBO shall be held in to transact business on the agenda prepared by the Global Leadership.

SECTION 6 In addition to the general meeting, the Global Leadership may call up a meeting of SBO at any other time as may be deemed necessary.

ARTICLE X: Discipline

SECTION 1: A member or official of SBO may be suspended from meetings of SBO for a period for infringing any of the provisions of the Articles of this constitution by a motion passed by two thirds of the members present at an Annual General Meeting, provided that no member or official shall be suspended from meetings of SBO unless he has been given adequate opportunity to defend himself on a charge or charges put before members of SBO at an Annual General Meeting.

SECTION 2: The offences for which a member may be suspended from membership of SBO include: (a) Failure of a member without reasonable cause to pay the annual subscription or other forms of subscription that may be levied by the Global Leadership and in the annual General Meeting. (b) Failure of a member without any just cause to carry out any duty which the Global Leadership or the members in an Annual General Meeting have assigned to him.

SECTION 3: If a member becomes unruly at a Global Leadership Meeting or in an Annual General Meeting, the Chairman may suspend that member for the duration of the meeting or series of meetings in the case of an Annual Assembly.

ARTICLE XI: General Elections

SECTION 1: There shall be a general election of officers for every two years; the election shall be held in a meeting prior to the Annual General Meeting.

SECTION 2: The offices of SBO shall be tenable for two years subject to re-election to office. No official shall hold office for more than two consecutive terms.

SECTION 3: A Bye-Election to fill a vacancy created in any office during the course of the two years shall take place at the following Annual General Meeting of SBO.

SECTION 4: Entitlement to vote or be voted for in a General Election requires you to be a fully paid-up member of SBO for at least the 10 days preceding the close of poll.

ARTICLE XII: Honorarium

The Association shall reward officers and distinguished members whether alive or deceased, from time to time, in appreciation of valuable service to SBO.

ARTICLE XIII: Vesting Rights and Obligations

All Claims, Rights, Interests, Estates, Uses or Trusts, obligations and other properties vested in SBO shall continue to vest in SBO from the date this Constitution comes into effect.

ARTICLE XIV: Rules and Bye-Laws

SBO may make Rules and enforce any Bye-Laws not inconsistent with the provisions of this Constitution,

ARTICLE XV: Amendment

Subject to the provisions of this Constitution, each provision of this Constitution and the Rules

and Bye-Laws shall be amended, added to, improved or rescinded, upon notice of motion duly submitted to the Global Leadership for not less than three months before a General Meeting of SBO. Motion for such amendment shall be carried by two thirds of the votes of members present.

ARTICLE XVI: Indemnity Clause

Every member of the Global Leadership, Ad Hoc Committee, and all other officers of SBO shall, so far as is lawful, be indemnified out of the assets of SBO against incurred by him in or about the execution and discharge of the duties of his office.

DRAFT CONSTITUTION/BY-LAWS COMMITTEE MEMBERS:

1. Cilaty Dabor
2. Beatrice Moigula
3. Augustine Kebbie
4. Ann Marie Dawson
5. Mohamed Kande
6. Eddie Vandi
7. Hamid Conteh

Signed for and on behalf of SBO

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