



Free State Majorette and Cheerleading  
Association

**Constitution**  
**of the**  
**Free State Majorette and Cheerleading Association**  
**(“FSMCA”)**

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## 1. Name

The name of the association shall be the Free State Majorette and Cheerleading Association, hereinafter also known as FSMCA.

## 2. Office

The offices of the FSMCA shall be the physical address of Chairperson in Bloemfontein.

## 3. Definitions

Unless inconsistent with the context, the following words/phrases/titles shall have the meaning ascribed to the in this clause:

- 3.1 The *Free State Majorette and Cheerleading Association* shall mean the members defined in Clause 5 and its sub-clauses.
- 3.2 The term *Adjudicator* shall mean a person of adequate training and sufficient experience to adjudicate a majorette competition, the parameters of which are in accordance with the requirements of the South African Majorette and Cheerleading Association (SAMCA).
- 3.3 *Trainer* shall mean the person or persons responsible for the training, development and control of a team.
- 3.4 *Team* shall mean the leader, sub-leader and squad members who comprise the team as more fully defined in the SAMCA manual.
- 3.5 The *SAMCA Manual* shall mean the rules Regulations and Guidelines published by SAMCA, as amended from time to time.
- 3.6 *SAMCA* shall mean the South African Majorette and Cheerleading Association, the unified controlling body of majorettes in South Africa.
- 3.7 *Disciplinary Code* shall mean the publication setting out the lodging of grievances and the disciplinary measures to be taken in the event of any violation of SAMCA rules and regulations governing conduct.
- 3.8 Words and expressions, importing the singular shall include the plural and any reference to one gender shall include reference to the other.

## 4. Objectives

The Free State Majorette and Cheerleading Association has been established and exists for the better functioning and administration of majorettes and cheerleading in the region and further to:

- 4.1 Maintain the activity on a competitive level by ensuring the arrangement of regular competitions on a league basis;
- 4.2 Encourage non-affiliated teams to take up FSMCA affiliation;

- 4.3 Foster the objectives of majorettes and cheerleading as defined in the SAMCA Manual;
- 4.4 Arrange and, if necessary, provide training courses, workshops and development seminars for
  - 4.4.1 adjudicators,
  - 4.4.2 trainers,
  - 4.4.3 majorettes;
  - 4.4.4 support committees and
  - 4.4.5 developmental teams.
- 4.5 Encourage and promote high standards of:
  - 4.5.1 display techniques,
  - 4.5.2 conduct, behaviour and ethics;
- 4.6 Develop an awareness of the activity amongst educational authorities and the public in general;
- 4.7 Ensure the activity is conducted within the strictest moral code and in a modest and dignified manner;
- 4.8 Promote the activity to the principals of schools without majorette or cheerleading teams;
- 4.9 Recruit suitable persons to develop as:
  - 4.9.1 adjudicators,
  - 4.9.2 team trainers.

## **5. Membership to FSMCA**

The Free State Majorette and Cheerleading Association shall consist of:

- 5.1 Two representatives from each affiliated team which has paid its annual affiliation fees.
- 5.2 All affiliated adjudicators who have paid their annual subscription fees.
- 5.3 Any other person, not mentioned in 5.1 or 5.2 above, who has paid their annual subscription fees.
- 5.4 Honorary members as elected to the FSMCA by the Regional Executive Committee.

## **6. FSMCA Provincial Executive Committee**

Only members of the FSMCA, as set out in clause 5 above, may be elected to serve on the following committees:

### **6.1 FSMCA Executive Committee**

The FSMCA shall elect from its members described in Clause 5 above, a provincial executive committee which shall consist of:

- i) Chairperson who shall serve for as long as been elected,
- ii) Vice- Chairperson who shall serve for as long as been elected.
- iii) Secretary who shall serve for two years

- iv) Treasurer who shall serve for two years.
- v) Provincial Director of Judges who shall serve for two years
- vi) Trainers' Representative who shall serve for two years
- vii) Development Officer who shall serve for two years
- viii) Competition's Manager, who shall serve for two years
- ix) Chief Scorer, who shall be appointed by the Executive Committee.

## **6.2 Majorette and Cheerleading Adjudicator's Board**

A board of majorette adjudicators (MAB) consisting of all affiliated adjudicators (including scorers), who have paid their annual subscriptions.

- a) The Chairperson, who in addition shall also be the Chief Adjudicator;
- b) Vice Chairperson
- c) Chief Scorer
- d) Not less than two, but no more than four, ordinary members

## **6.3 Majorette and Cheerleading Trainers' Board (MCTA)**

A Majorette and Cheerleading Trainers' Association (MCTA) consisting of all registered trainers of all affiliated teams who have paid their annual subscriptions.

- a) The Chairperson, who shall also be the Trainers' Representative,
- b) Vice-Chairperson,
- c) Not less than two, but no more than four ordinary members.

## **6.4 Majorette and Cheerleading Competition Board (MCCB)**

A Majorette and Cheerleading Competitions Board shall consist of:

- a) The Chairperson, who in addition shall be the Competition Manager;
- b) Vice-Chairperson;
- c) Not less than two, but no more than four members.

## **6.5 Majorette Development Board (M.D.B.)**

A Majorette Development Board shall consist of:

- a) The Chairperson, who in addition shall be the Development Officer;
- b) Vice-Chairperson;
- c) Not less than two, but no more than four members.

## **6.6 Cheerleading Development Board (C.D.B.)**

A Cheerleaders Development Board shall consist of:

- a) The Chairperson, who in addition shall be the Development Officer;
- b) Vice-Chairperson;
- c) Not less than two, but no more than four members.

## **6.7 Nominations for office bearers**

- 6.7.1 Nominations must reach the offices of the secretary at least 14 days prior to the AGM.
- 6.7.2 A person being nominated must agree in writing to the nomination, and the nomination must be supported by at least two other members of FSMCA.
- 6.7.3 A nominated person must be present at the meeting.

## **6.8 Voting**

- 6.8.1 Voting for the substructures will take place, before the voting for positions within the Executive Committee.
- 6.8.2 Every affiliated team has two votes. Trainers are voting through their teams.
- 6.8.3 Every member present has one vote.
- 6.8.4 Every adjudicator, who has paid affiliation, has one vote.
- 6.8.5 Every member of the Provincial Executive Committee has one vote.
- 6.8.6 No postal votes will be allowed.
- 6.8.7 Voting will take place through secret ballot.

## **6.9 Co-options**

Any executive or subsidiary committee may at any time co-opt persons, whether members of the Association or not, to undertake any task of whatsoever nature in fulfilment of the responsibilities and functions of the committee concerned.

## **6.10 Eligibility for re-election**

Upon expiry of their respective terms of office, each person having served on any of the above committees, shall be eligible for re-election.

## **6.11 Committee Meetings**

- 6.11.1 The Provincial Executive Committee of the FSMCA shall meet at least once in a six week period. Members of the FSMCA who are not members of the executive are welcome to attend any committee meeting and to take part in the deliberations.
- 6.11.2 Accurate minutes of all meetings of all committees shall be kept by the Secretary of the committee concerned.
- 6.11.3 The quorum for all committee meetings shall be 50% + 1 of the members referred to in clause 6.1 above. Should no quorum be present at the start of any meeting,  
  
the Chairperson shall adjourn the meeting for 15 minutes. Those present once the meeting reconvenes shall be the quorum.

- 6.11.4 If the Chairperson is absent from a properly constituted meeting, the Vice-Chairperson shall preside over the meeting. Should they also be absent, those present shall elect a chairperson from their number to preside over the meeting.
- 6.11.5 Any resolution proposed at a committee meeting shall be carried by a simple majority of votes of the duly elected members of the executive present at the meeting. The chairperson of any meeting shall have a deliberate and casting vote, which he/she may or may not exercise at his/her sole discretion. Members who are not elected to the executive may not vote.
- 6.11.6 It is implicit in this constitution that all members of FSMCA shall endeavour to work at all times in close harmony and that they shall uphold the decisions agreed upon. It is also implicit that they shall co-operate to the full in all matters involving the progress and development of majoretting and cheerleading, to the benefit and advantage of participating teams and their members.

## **7 Annual General meetings**

- 7.1 All members of the Association as defined in Clause 5 have a vote. The AGM shall be held every year prior the AGM of SAMCA. Notice of the meeting together with the agenda shall be posted or delivered to all members of the Association not less than 30 days prior to the date of the meeting.
- 7.2 Members shall have 7 days to add any additional points to the agenda. The final agenda, the minutes of the previous AGM as well as the minutes of any Special General Meeting(s) held during the preceding year, shall be delivered to members at least 14 days prior to the date of the meeting.
- 7.3 The business to be transacted at the AGM shall be:
- 7.3.1 to consider and confirm the minutes of the previous AGM and of any Special General Meeting(s) held since the date of the previous AGM.
- 7.3.2 to receive and consider the report of the Chairperson and the reports of the Chairpersons of the subsidiary committees.
- 7.3.3 to receive and consider the report of the Treasurer for the previous year.
- 7.3.4 to elect office bearers and members to the executive committee and sub-committees as may be required in terms of Clause 6
- 7.3.5 to conduct any other competent business normally transacted an AGM. The quorum for the AGM shall be 50% +1 of the members entitled to vote. Should no quorum be present at the start of the meeting, the chairperson shall adjourn for one half hour. Those present once the meeting reconvenes shall be the quorum.

## **8 Special General Meetings**

- 8.1 All members of the Association as defined in Clause 5 shall have a vote.
- 8.2 A special general meeting shall be called by the Secretary upon receipt of a written request detailing the purpose of the meeting, signed by at least two members, each representing two different interests.
- 8.3 Notice of the meeting, together with the agenda, shall be posted or delivered to all

members of the Association not less than 21 days prior to the date of the meeting.

- 8.4 The quorum for a special general meeting shall be 50% +1 of the members entitled to vote. Should no quorum be present at the start of the meeting, the chairperson shall adjourn the meeting for one half hour. Those present once the meeting reconvenes shall be the quorum.

## **9 Financial responsibilities**

### **9.1 Assets**

All property and capital funds of the FSMCA of any kind shall belong to and be registered in the name of the FSMCA and shall only be utilised to the benefit or advantage of Majoretting and cheerleading within province.

### **9.2 Expenditure**

Expenditure shall not be incurred without a minuted approval of the Provincial Executive Committee. All payments shall be made by the Treasurer after approval by the Provincial Executive Committee. Urgent expenses may be incurred with the prior telephonic approval by the Chairperson and at least one other member of the Executive Committee, provided that a full report is submitted at the next meeting.

### **9.3 Collection of Fees**

- 9.3.1 The Provincial Executive Committee shall be responsible for the collection of any membership and affiliation fees.
- 9.3.2 Receipts must be issued for all and any money or income received.
- 9.3.3 Membership fees are payable every year before the first competition.
- 9.3.4 Subscription fees for competitions are due and payable on or before the Monday, prior to the competition. Failure to comply with this requirement, will result in a fine of R50 being issued, which is due and payable with the subscription fees.
- 9.3.5 No team will be allowed to participate in a competition if their membership fees are not paid up.
- 9.3.6 The Provincial Executive Committee may waive the payment of membership and competition fees to developmental teams to encourage greater participation and development.

### **9.4 Determination of Fees**

The Provincial Executive Committee shall, from time to time, determine the fees, if any, to be paid by its members and their affiliated teams.

### **9.5 Donations and Sponsorships**

The Provincial Executive Committee shall take all reasonable steps to interest the general public in the funds and finances of the Association and to obtain donations and/or sponsorships to further Majorettes and Cheerleading in the region, provided always

that such donations and/or sponsorships shall not have any untoward or undesirable requirements attached to them.

## **9.6 Annual Accounts**

The financial accounts of the Association shall be subject to certification each year by an appropriate accounting officer and such certified accounts shall be published to the members of the Association, if not at the AGM, then as soon after as may be reasonably practicable.

## **9.7 Modification of terms of payment**

The Provincial Executive Committee shall have the discretion to waive, reduce, or modify the terms of payment in respect of any member who, in their respective opinions, warrants special consideration regarding the payment of fees.

# **10 General responsibilities of the FSMCA**

## **10.1 FSMCA Executive Committee**

The responsibilities of the FSMCA Executive Committee are:

- a) general administration of the Association;
- b) liaison with and representation at SAMCA;
- c) liaison with the Education Department; SASCOC
- d) financial matters pertaining to the Association;
- e) communication to and between members, particularly subcommittees;
- f) training courses for adjudicators and trainers;
- g) promoting majorettes and cheerleading and obtaining media coverage;
- h) arranging regional competitions;
- i) arbitrating in disputes;
- j) administering the disciplinary Code;
- k) confirmation of recommendations for the National Adjudicators' Panel;
- l) obtaining and management of sponsorships and donations;
- m) arranging and running the Annual General meeting;

## **10.2 Adjudicator's Board**

The responsibilities of the Adjudicator's Board are:

- a) Recruitment and training of adjudicators;
- b) Regular evaluation of adjudicators;
- c) Judging at colour camps
- d) Regular meetings
- e) Monitoring of behaviour and dress code of adjudicators

## **10.3 Trainer's Board**

- a) Recruitment and training of trainers;
- b) Regular evaluation of trainers;
- c) Control and authority over competitions
- d) Regular meetings
- e) Monitoring of behaviour of trainers

- f) Enhance communication between trainers
- g) Interaction with schools

#### 10.4 **Majorette and Cheerleading Competition Board (MCCB)**

The competition manager's duties are to check:

- a) the uniform inspection area, waiting areas, no-man's land and the demarcated area prior to the competition;
- b) the availability of change rooms at the competition;
- c) that a suitable and satisfactory public address system and separate audio playing facilities are available;
- d) that suitable elevated seating is available for stand adjudicators, in a suitable demarcated area, in a direct line with the centre of the competition area;
- e) that a covered area, with seating for adjudicators and officials to use for comfort purposes at suitable breaks in the competition is available;
- f) that adequate refreshments are on hand for adjudicators and officials during programme breaks;
- g) the availability of keen, agile runners for the duration of the competition, who will carry out their duties under the supervision of the Chief Scorer;

**(In the event of any problem arising in respect of a - g above, the Competition Manager shall report to the Regional Chairperson).**

In addition his / her duties shall be:

- h) to direct and place the competing teams in the correct order for the final march past and to assemble them information on the demarcated area for the prize giving ceremony;
- i) to control the team's entry into the waiting area;
- j) to attend briefings, de-briefings and all adjudicators' seminars;

**(In the event in any problem arising in respect of h, i and j above, Competition Manager shall report to the Chief Adjudicator.)**

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#### 10.5 **Majorette Development Board (M.D.B.)**

Organise development seminars for

- a) adjudicators;
- b) trainers;
- c) majorettes and
- d) to develop the sport of Majorettes and Cheerleading throughout the region.

## **10.6 Cheerleading Development Board (C.D.B.)**

Organise development seminars for

- a) adjudicators;
- b) trainers;
- c) cheerleaders and
- d) to develop the sport of Majorettes and Cheerleading throughout the region.

## **11 Scoring**

- 11.1 The chief scorer will be in charge of scoring.
- 11.2 Scores will be calculated in accordance with SAMCA guidelines.
- 11.3 The Champion of Champions, over Provincial competition period, will determine which teams qualify to take part in which division at the National Championships.
- 11.4 A hard copy of the results, will be submitted to the teams.

## **12 Judging**

- 12.1 Judging will strictly take place in accordance with the rules of SAMCA.
- 12.2 A team may appeal against a penalty, within 30 minutes after the penalty was issued.
- 12.3 The appeal will be heard by a panel consisting of the Chief Adjudicator, the Chairperson and the Trainers Representative. Should any of these office bearers be affiliated to the team who lodged the appeal, he/she will be replaced by the Vice Chairperson.
- 12.3.1 The appeal will be considered and reasons will be provided for the appeal being upheld or overturned.

## **13 Qualifying criteria to participate in the Provincial Competition**

### **13.1 Groups/Small Drill/Large Drill**

- 13.1.1 Teams are advised/encouraged to participate in all competitions (four or five per season) as Provincial winners are determined by the winner of the Champion of Champions.
- 13.1.2 Champion of Champions can be defined as an accumulation of points over the competition period in each division participated in.

## **14 Relationship with SAMCA**

The FSMCA is affiliated to SAMCA. It shall have the right to nominate its own members to serve on the National Executive of SAMCA.

## **15 Rules and regulations to form part of this constitution**

- 15.1 The rules and regulations governing the conduct of participants in the sport, competitions, disciplinary matters and procedures agreed from time to time by SAMCA and its members shall be deemed to form part of this constitution and shall *ipso facto* to be binding on all member associations and affiliates of SAMCA.
- 15.2 Similarly, the rules and regulations governing the conduct of participants in the sport, competitions, disciplinary matters and procedures agreed from time to time by FSMCA and

its members shall be deemed to form part of this constitution and *ipso facto* to be binding on all member associations and affiliates of FSMCA.

## **16 Power of the Chairman to suspend a member:**

The chairperson of the FSMCA shall have the power to suspend any member/s as detailed in Clause 5 pending the outcome of consultations with regard to any disciplinary hearing. Such disciplinary hearing shall be conducted in terms of Chapter 2 of the SAMCA Manual

## **17 Authority**

The ultimate authority and point of reference in all major decisions of the members of the FSMCA shall be the Provincial Executive Committee.

## **18 Interpretation and disputes**

In the event that any dispute cannot be satisfactorily resolved at the provincial level, then subject to ratification at a General Meeting of members by majority vote, the dispute shall be referred to the South African Majorette and Cheerleading Association (SAMCA) whose decision shall be final and binding.

## **19 Legal status**

- 19.1 In all legal or other proceedings, the FSMCA shall sue and be sued in its own name and shall accept service at the office of the Association.
- 19.2 The FSMCA shall have the full status of a legal personality. The Chairperson, on authorisation of the Executive, shall sign all necessary documents and take such steps as may be necessary.
- 19.3 No member shall in his private capacity be personally liable for any liabilities incurred on behalf of the Association or in performance of his duties on the Executive or on the Association's behalf.
- 19.4 Only the Provincial Executive shall, by means of a properly-minuted resolution, have the right to commit or bind the FSMCA contractually.

## **20 Amendments**

The power to amend this constitution shall be 66,66% (sixty six and two thirds percent) majority vote of the persons present at a Special General Meeting or at the Annual General Meeting, provided always that written notice of such proposed amendment is given to each member at least 21 days prior to the date of the duly constituted meeting.

## **21 Trophies**

All trophies, purchased by or donated to the FSMCA for the use at the Provincial Championships shall remain the property of the FSMCA.

## 22 Colours and Insignia

22.1 FSMCA shall be entitled to award its own distinctive colours to associate majorettes, cheerleading, trainers, adjudicators and administrators according to such criteria as may be decided from time to time by the Provincial Executive, in accordance with the guidelines of SAMCA.

22.2 The official colours of FSMCA shall be teal, navy and gold.

22.3 Majorettes

22.3.1 A special panel, appointed by the Provincial Executive, shall be entitled to award distinctive colours. The following persons must serve on the panel:

- a) Provincial Director of Judges
- b) Chairperson
- c) Trainers' Representative

22.3.2 Criteria

- a) Trainers nominate potential candidates on the official nomination forms.
- b) Provincial colours will be awarded at the annual colour camp.

22.4 Trainers, Adjudicators and Administrators

22.4.1 A special panel, appointed by the Provincial Executive, shall be entitled to award distinctive colours. The following persons must serve on the panel:

- a) Provincial Director of Judges
- b) Chairperson
- c) Vice Chairperson
- d) Trainers Representative

22.4.2 Criteria

- a) A trainer who took part in three consecutive provincial competitions and finished under the top 3 in any category in two of the three years, will be eligible for Provincial colours.
- b) The nominated person must be a current trainer, or must have been a trainer in the period of the last 12 months, prior to the Provincial Competition.
- c) An adjudicator who judges three consecutive provincial competitions successfully will be eligible for Provincial colours.
- d) A person who served on the Executive Regional Committee for a period of three consecutive years will be eligible for Provincial colours.
- d) The nominated person must submit a curriculum vitae setting out years of service, development of the sport, integrity, dress code, etc.
- d) Provincial colours are being awarded at the Provincial Competition.

## 23 Winding up

- 23.1 In the event of the dissolution or winding up of the FSMCA, any funds and assets shall be transferred to SAMCA, who shall keep it in a trust, for a period of two years.
- 23.2 In the event of the establishment of a majorette/cheerleading association for the Free State Province, within this two year period, the assets and/or funds which is kept in trust by SAMCA, shall be transferred to the newly established association.
- 23.3 However, should no new association be established for the Free State Province in the two years referred to in clause 18.1 above, SAMCA would be free to allocate the funds and/or assets as they deem fit.

*M Wessels*

MIA WESSELS

CHAIRPERSON