

Constitution

1. Name

1.1. The organization hereby constituted will be called OLIA-Our lives in Africa.

1.2. Its shortened name will be OLIA

1.3. Body corporate

The OLIA shall:

- Exist in its own right, separately from its members.
- Continue to exist even when its membership changes and there are different office bearers.
- Be able to own property and other possessions.
- Be able to sue and be sued in its own name.

2. Objectives

a) The organizations main objectives are to

- a. Provide care and education through preschools or crèche
- b. Operate or partner with other schools to improve the facilities or education they provide to children
- c. Educate children to understand their own value and self-worth
- d. Distribute t-shirts, booklets, bracelets and other materials to children to promote morality in children.
- e. Hold marches with children and community members to raise awareness in the communities.
- f. Visit primary or high schools to educate pupils about sexual abuse and other abuse, and educate them to understand their values and self-worth.
- g. Distribute t-shirts, booklets, bracelets and other materials to pupils to promote morality in pupils.
- h. Run holiday clubs to promote self-respect and awareness in rape and other abuse.
- i. Train and provide job opportunities to preschool teachers and candidate teachers.
- j. Provide practical training to teachers and candidate teachers.
- k. Distribute t-shirts, booklets, bracelets and other materials to men and women to promote morality in them.
- l. Hold seminars and gathering to educate men and women to promote self-respect and awareness in rape and other abuse.
- m. Attend other seminars, churches, organizations and gatherings to promote morality and to create synergic effort towards a solution.
- n. Partner with other organizations to promote self-respect and awareness in rape and other abuse and to work towards a solution.
- o. Partake in any work that promote protection for women and children.
- p. Provide resources for rape or abuse victims to receive proper help and counselling.
- q. Hold educational seminars to promote deeper understanding on SA's social issues and encourage them to work together for a solution.

- r. Research and collect information through field research to assist and develop programs to further the effort.
 - s. Hold fundraising events.
 - t. Sell t-shirts or any other items in effort to raise fund.
 - u. Work together with others to further the effort nationally and internationally.
 - v. Maintain websites and use electronic mediums such as social networking sites to reach and organize volunteers, staff and supporters.
- b) The OLIA's secondary objectives will be:
- a. Children to grow up in loving and caring environment.
 - b. Promote love and respect for children through Montessori preschool education.
 - c. Promote culturally relevant restoration of family structure that provides proper environment for growing children
 - d. Women and children to be protected from rape and abuse.
 - e. SA men to lead the effort to provide protection to their women and children.
 - f. Provide a platform for SA to be proud and strengthen our own goodness to be nurtured and flourish.
 - g. For us to live and see that we are precious to Jesus.
3. Income and property
- 3.1. OLIA will keep a record of everything it owns.
 - 3.2. OLIA may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearers has done for OLIA. The payment must be a reasonable amount for the work that has been done.
 - 3.3. A member of OLIA can only get money back from OLIA for expenses that she or he has paid for or on behalf of OLIA.
 - 3.4. Members or office bearers of OLIA do not have rights over things that belongs to OLIA.
4. Membership and General Meetings
- 4.1. If a person wants to become a member of OLIA, she or he will have to ask OLIA's management committee. The management committee has the right to say no.
 - 4.2. Members of OLIA must attend its annual general meetings. At the annual general meeting members exercise their right to determine the policy of OLIA.
5. Management
- 5.1. A management committee will manage OLIA. The management committee will be made up of not less than 6 members. They are the office bearers of OLIA.
 - 5.2. Office bearers will serve for one year but they can stand for re-election for another term in office after that. Depending on what kind of services they give to OLIA, they can stand for re[election into office again and again. This is so long as their services are needed and they are ready to give their services.

- 5.3. If a member of the management committee does not attend three management committee meetings in a row, without having applied for and obtaining leave of absence from the management committee, then the management committee will find a new member to take that person's place.
- 5.4. The management committee will meet at least once a month. More than half of members need to be at the meeting to make a decisions that are allowed to be carried forward. This is constitutes a quorum.
- 5.5. Minutes will be taken at every meeting to record the management committees' decisions. The minutes of each meeting will be given to management committee members at least two weeks before the next meeting. The minutes shall be confirmed as a true record of proceedings, by the next meeting of the management committee, and shall thereafter be signed by the chairperson.
- 5.6. OLIA has the right to form sub-committees. The decisions that sub-committees take must be given to the management committee. The management committee must decide whether to agree to them or not at its next meeting. This meeting should take place soon after sub-committee's meeting. By agreeing to decisions the management committee ratifies them.
- 5.7. All members of OLIA have to abide by decisions that are taken by the management committee.

6. Powers of OLIA

The management committee may take on the power and authority that it believes it needs to be able to achieve the objectives that are stated in point member 2 of this constitution. Its activities must abide by the law.

- 6.1. The management committee may take on the power and authority that it believes it needs to be able to achieve the objectives that are stated in point number 2 of this constitution. Its activities must abide by the law.
- 6.2. The management committee does, however, have the power to buy, hire or exchange for any property that it needs to achieve its objectives.
- 6.3. The management committee has the right to make by-laws for proper management, including procedure for application, approval and termination of membership.
- 6.4. OLIA will decide on the powers and functions of office bearers.

7. Meetings and procedures of the committee

- 7.1. The management committee must hold at least two ordinary meetings each year.
- 7.2. The chairperson, or two members of the committee, can call a special meeting if they want to. But they must let the other management committee members know the date of the proposed meeting not less than 21 days before it is due to take place. They must also tell the other members of the committee which issues will be discussed at the meeting. If, however, one of the matters to be discussed to appoint a new management committee member, then those calling the meeting must give the other committee members not less than 30 day notice.

- 7.3. The chairperson shall act as the chairperson of the management committee. If the chairperson does not attend a meeting, then members of the committee who are present choose which one of them will chair the meeting. This must be done before the meeting starts.
- 7.4. There shall be a quorum whenever such a meeting is held.
- 7.5. When necessary, the management committee will vote on issue. If the voters are equal on an issue, then the chairperson has either a second or deciding vote.
- 7.6. Minutes of all meetings must be kept safely and always be on hand for members to consult.
- 7.7. If the management committee thinks it is necessary, then it can decide to set up one of more sub-committees. It may decide to do this to get some work done quickly. Or it may want a sub-committee to do an inquiry, for example. There must be at least three people on a sub-committee. The sub-committee must report back to the management committee on its activities. It should do this regularly.

8. Annual general meetings

The annual general meeting must be held once every year, towards the end of the OLIA's financial year.

OLIA should deal with the following business, amongst others, at its annual general meeting:

- Agree to the items to be discussed on the agenda.
- Write down who is there and who has sent apologies because they cannot attend.
- Read and confirm the previous meeting's minutes with matters arising.
- Chairperson's report.
- Treasurer's report.
- Change to the constitution that members may want to make.
- Elect new office bearers.
- General.
- Choose the meeting

9. Finance

- 9.1. An accounting office shall be appointed at the annual general meeting. His or her duty is to audit and check on the finances of OLIA.
- 9.2. The treasurer's job is to control the day to day finances of OLIA. The treasurer shall arrange for all funds to be put into a bank account in the name of OLIA. The treasurer must also keep proper records of all the finances.
- 9.3. Whenever funds are taken out of the bank account, the chairperson and at least two other members of OLIA must sign the withdrawal cheque.
- 9.4. The financial year of OLIA ends on 31 August, 2015.
- 9.5. OLIA's accounting records and reports must be ready and handed to the Director of Nonprofit Organizations within six months after the financial year end.
- 9.6. If OLIA has funds that can be invested, the funds may only be invested with registered financial institutions. The institutions are listed in Section 1 of the Financial Institutions (Investment of Funds) Act, 1984. Or OLIA can get securities that are listed on a licensed stock exchange as set

out in the Stock Exchange Control Act, 1985. OLIA can go to different banks to seek advice on the best way to look after its funds.

10. Changes to the constitution

- 10.1. The constitution can be changes by a resolution. The resolution has to be agreed upon and passed by not less than two thirds of the members who are at the annual general meeting or special general meeting. Members must vote at this meeting to change the constitution.
- 10.2. Two thirds of the members shall be present at a meeting ("the quorum") before a decision to change the constitution is taken. Any annual general meeting may vote upon such a notion, if the details of the changes are set out in the notice referred to it 7.3
- 10.3. A written notice must go out not less than fourteen (14) days before the meeting at which the changes to the constitution are going to be proposed. The notice must indicate the proposed changes to the constitution that will be discussed at the meeting.
- 10.4. No amendments may be made which would have the effect of making OLIA cease to exist.

11. Dissolution/Winding-up

- 11.1. OLIA may close down if at least two-thirds of the members present and voting at a meeting convened for the purpose of considering such matter, are in favor of closing down.
- 11.2. When OLIA closes down it has to pay off all its debts. After doing this, if there is property or money left over it should not be paid or given to members of OLIA. It should be given in some way to another nonprofit organization that has similar objectives. OLIA's general meeting can decide what organization this should be.

This constitution was approved and accepted by members of

OLIA - our lives in Africa.

At a special (general) meeting held on

1 May 2014
Day/Month/Year



Chairperson

S. H. NXATHI
Secretary