MCSA
Motorhome Club South Africa
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MKSA
Motorwoonwa Klub van Suid Afrika
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CONSTITUTION OF THE MOTORHOME CLUB OF SOUTH AFRICA

A voluntary social club for motorhome owners and enthusiasts

1. Name

The name of the Club is the **Motorhome Club of South Africa** in English and the **Motorwoonwa Klub van Suid-Afrika** in Afrikaans. The approved abbreviations are **MCSA** in English and **MKSA** in Afrikaans. In this Constitution, the Motorhome Club of South Africa is referred to as "the Club". Unless the context indicates otherwise, words in the singular include the plural and vice versa, and words referring to one gender include all genders.

2. Definition of a Motorhome

For the purposes of this Constitution, "motorhome" means a self-propelled, self-contained vehicle designed principally for recreational living and travel and equipped with cooking facilities, one or more sleeping berths and, ordinarily, washing and toilet facilities.

3. Objective of the Club

The objectives of the Club are to promote fellowship among members; support and advance responsible motorhome travel and related activities in South Africa; organise and encourage social gatherings, rallies and tours; and uphold the standards set out in the Club's Constitution and Code of Conduct.

4. Membership

Membership in the Club comprises the following categories:

- National Membership: National members are individuals who own a motorhome, have applied for membership, been accepted by the National Committee, and have paid all required fees. Membership eligibility is determined by criteria set from time to time by the National Committee, considering the definition of a motorhome.
- Honorary Membership: The National Committee, either independently or on the recommendation of a Regional Committee, may nominate dignitaries, donors, retired members, or other deserving individuals as Honorary Members for a specific period. These nominations are subject to ratification at the next Annual General Meeting, and Honorary Members are exempt from paying subscriptions.
- Veteran Membership: This status is granted to members who have participated in at least 100 Club rallies or tours, with all other membership conditions remaining applicable.
- Associate Membership: Associate status may be granted, at the discretion of the National Committee, to individuals who regularly participate in Club events or to members or widows

retired from active participation who wish to maintain their relationship with the Club. Associate members pay dues as determined by the National Committee.

- Temporary and Reciprocal Membership: At the National Committee's discretion, visitors who are members of a motorhome club in another country and are visiting South Africa may be granted temporary membership to use the Club's facilities. Temporary members pay a monthly fee as set by the National Committee.
- Non-Acceptance of Membership: If the Committee declines an application for membership, it is not required to provide a reason for the non-acceptance.
- Transfer of Membership: Members in good standing may transfer between regions by notifying the National Secretary. In the event of the end of a family relationship, through death or otherwise, any spouse or permanent partner may apply to be substituted as the principal Club member.

5. Annual Subscription and Entrance Fee

- The Club's financial year runs from 1 July to 30 June of the following year.
- All members are required to pay annual subscriptions and any levies as determined by the National Committee.
- Upon acceptance of a new member, an entrance fee set by the National Committee must be paid. This fee includes a once-off joining fee and the first year's pro-rata annual subscription.
- Temporary membership fees are determined by the National Committee as needed.
- Renewal subscriptions must be paid by 31 August each year. Members who fail to pay by this date will receive a written reminder and have an additional 21 days to settle the account. Failure to comply will result in membership termination, after which the individual must reapply and pay the necessary entrance fee and subscriptions if they wish to rejoin.

6. Termination of Membership

A member shall cease to be a member under the following circumstances:

- By providing written notice to the Secretary of their intention to terminate membership.
- By failing to pay renewal subscriptions by 31 August or within 21 days after receiving a reminder.
- By decision of the Committee to terminate membership, particularly in cases of non-compliance with the Code of Conduct or upon the recommendation of 75% of the National Committee. The member is entitled to a hearing in such cases.
- By no longer owning a motorhome without indicating intent to replace the vehicle.

7. Control of the Club

- The overall management and control of the Club's affairs is vested in a National Committee, whose members are elected at the National Annual General Meeting.
- The National Committee consists of a Chairman, Vice Chairman, Secretary, Treasurer, Chairmen of Regional Committees, and additional ordinary members as needed. The roles of Chairman, Secretary, and Treasurer must be held by different individuals.
- All Committee Members retire from office at each National Annual General Meeting but may be re-elected if proposed and seconded, except that the Chairman may not serve more than three consecutive years.

8. Powers of the National Committee

- The National Committee is empowered to co-opt additional members, provided co-opted members do not serve longer than elected members and the total number of members, excluding ex officio members, does not exceed ten.
- The Committee may elect replacements for Chairman, Vice Chairman, Secretary, or Treasurer should any position become vacant during the year.
- The Committee may appoint sub-committees to manage specific Club affairs.
- The Committee can consider, accept, or reject membership applications.
- Membership may be withdrawn if supported by 75% of the National Committee or for non-compliance with the Code of Conduct or Constitution, provided the member is entitled to a hearing.
- The Committee manages and controls the Club's affairs prudently, including the utilisation of Club funds, subject to decisions made at general meetings.
- The Committee may open a bank account in the Club's name, handle negotiable instruments, and authorise financial transactions, ensuring that two nominated signatories authorise all such transactions and that both have knowledge of all electronic banking activities.

9. National Committee Meetings

- The Secretary must call a National Committee meeting if requested by at least three Committee members.
- Regular National Committee meetings are to be held quarterly, except when additional meetings are requested by Committee members.
- At least five clear days' notice of a meeting must be given unless all members agree to a shorter notice period due to urgency.
- A quorum is four Committee members present in person.
- Members unable to attend in person may appoint a proxy or participate via telephonic, electronic, or postal means.
- All Committee decisions are made by majority vote, with each member or proxy having one vote. In the event of a tie, the Chairman has a casting vote.
- If the Chairman is absent, the present members elect a chairman for that meeting.
- The Secretary records minutes of each meeting, which are then circulated or read at the next meeting and signed by the Chairman.
- Any Committee member absent from two meetings in a year without reasonable cause must resign, and a replacement may be co-opted for the remainder of the term (excluding chairmen of remote regions).

10. National Annual General Meetings

The Club shall hold a National Annual General Meeting ("National AGM") in each calendar year, no later than 31 December. The Secretary shall give members at least thirty-five (35) clear days' written notice of the National AGM. The notice shall be accompanied by the proposed agenda, the Chairman's report and the audited annual financial statements for the preceding financial year.

The final agenda shall be circulated to members not less than fourteen (14) clear days before the National AGM.

Nominations

Nominations for National Committee positions shall be submitted in writing to the Secretary not less than twenty-one (21) clear days before the National AGM. If insufficient nominations are received for any position, additional nominations may be accepted from the floor at the National AGM, provided that each nominee consents to nomination.

The business of the National AGM shall include:

- Approval of the previous meeting's minutes
- Matters arising from those minutes
- Chairman's report
- Financial statement report
- Election of the National Committee for the coming year
- Appointment of an auditor for the coming year
- Confirmation of the Club's official address
- Any other business notified to the Secretary at least 21 days prior to the meeting

Ten (10) fully paid-up members present in person constitute a quorum. Each fully paid-up principal member and spouse/partner(provided they are part of the club for no less that 12 months) attending in person or represented by proxy has one vote. Unless this Constitution provides otherwise, a resolution is carried by a simple majority of votes cast. If the votes are equal, the National Chairman has a casting vote in addition to any deliberative vote. The meeting may require a secret ballot for any sensitive matter, without altering the applicable voting rights.

11. Special National General Meetings

The Secretary shall convene a Special National General Meeting when directed by the National Committee or upon receipt of a written request signed by not less than ten per cent (10%) of the Club's total membership. Members shall receive at least twenty-one (21) clear days' written notice stating the date, time, place and purpose of the meeting. Only the business stated in the notice may be considered. Unless inconsistent with this clause, the procedural, quorum and voting provisions applicable to the National AGM apply equally to a Special National General Meeting.

12. Regions in the Club

- The Club is divided into regions, typically located in more densely populated areas where most motorhomes are found.
- Members are assigned to the region closest to their main residence. Members not near any designated region are assigned to "Other Regions".
- Each region is managed by a Regional Committee consisting of a Chairman, Vice Chairman, Secretary, Treasurer, and at least one additional member, elected at a Regional Annual or General Meeting, or an inaugural meeting for new regions.
- All Regional Committee members retire at each Regional Annual General Meeting but may be re-elected if proposed and seconded. The Chairman may not serve more than five consecutive years.
- The Regional Committee has the power to open bank accounts in the region's name (with two signatories for all transactions), elect a new Secretary, treasurer and vice chairman, if that office becomes vacant, and require the Treasurer to have some accounting experience and be approved by the Regional Committee and members. If the Chairman resigns during the year, the Vice Chairman assumes all duties until the next AGM or a special meeting is held for a formal election.

- The rules for Regional Committee meetings are like national meetings but apply only to regional matters. A quorum is three members and meetings are held quarterly, with additional meetings as needed.
- Membership forms and subscriptions received by Regional Committees must be forwarded to the National Committee for processing.
- The National Committee pays a capitation fee to each region, determined by the number of members, within 30 days of the National Annual General Meeting. Capitation fees for members in "Other Regions" remain with the National Committee. Pro-rata capitation fees for new members are paid as new members join.
- Each region organises rallies, gatherings, and tours for the benefit of all Club members and may organise self-financing events, retaining proceeds for the region.
- Members may participate in rallies with any region of their choice.
- Extraordinary regional expenses may be submitted to the National Committee for approval and payment or reimbursement by the Club Treasurer.
- Each region may send representatives to the National Annual General Meeting. Attendance costs may be covered in full or in part as determined by the National Committee.
- Each region must submit quarterly reports to the National Secretary on regional activities, which may be presented at National Committee meetings by Regional Chairmen.

13. Formation of a New Region

- Ten or more Club members may apply jointly to form a new region. An inaugural meeting is then held to elect a committee comprising a Chairman, Secretary, Treasurer, and at least one other committee member.
- The new committee must notify the National Committee of the intent to establish a new region, which will be ratified or declined at the next National Committee meeting.
- No new region may be formed within the boundaries of an existing region. The National Committee may approve boundary adjustments to allow for the formation of a new region.

14. Regional Annual General Meetings

- Each region is required to hold a Regional Annual General Meeting before the National Annual General Meeting.
- The Regional Secretary must send out notice and an agenda to all regional members at least 21 days before the meeting.
- Business at the Regional Annual General Meeting includes:
- Approval of previous general meeting minutes
- Matters arising from those minutes
- Chairman's report
- Presentation of financial statements for the past year
- Election of a regional committee for the coming year
- Appointment of an accountant or auditor for the coming year
- Confirmation of the Region's official address
- Any other business notified to the Secretary at least 21 days before the meeting

A quorum for a Regional Annual General Meeting is ten members, with at least six present in person and the remainder by proxy.

Decisions are made by majority vote; each main member present in person or by proxy has one vote. In the event of a tie, the Chairman has a casting vote.

Regional financial statements must be scrutinised by someone with accounting knowledge, but do not require an audit by a chartered accountant.

Annual financial statements are submitted to the National Committee after the Regional Annual General Meetings.

A Special General Meeting may be called for regional matters beyond the powers of the Regional Committee or if the Committee resigns en bloc. The quorum for such meetings is ten members present in person or by proxy, or fewer for small regions.

15. Indemnity

- Members of the Club's committees and officials are indemnified against claims for loss, costs, damages, or expenditure arising from their actions or omissions as officials, including losses due to actions of bankers or others entrusted with Club funds, provided such persons are in the business of safeguarding money or securities.
- This indemnity does not apply if the loss is due to fraudulent actions by any official or committee member.
- The National Committee is authorised to obtain suitable insurance to minimise risks and may use Club funds to pay policy instalments.

16. Amendments to the Constitution

This Constitution may be amended only by a resolution approved by at least seventy-five per cent (75%) of the members present in person or represented by proxy at a National AGM or Special National General Meeting, provided that the proposed amendment has been included in the notice and agenda for that meeting.

17. Administrative Office

The National Committee and each Regional Committee shall maintain an official administrative address. The relevant address shall be confirmed at each National AGM or Regional AGM, as applicable, and notified to members.

18. Code of Conduct

This Code of Conduct applies equally to every member of the Motorhome Club of South Africa. Its purpose is to promote the interests and reputation of the Club and to ensure a respectful, safe and enjoyable environment for all members, their families, visitors and the wider community.

18.1 Promotion of Club Interests

Every member shall act in the best interests of the Club and its membership. Members shall participate constructively and contribute to the collective wellbeing, good standing and reputation of the Club.

18.2 Compliance with Motorhome Standards

Each member shall ensure that the motorhome associated with that membership complies with the Club's applicable specifications and standards. Membership is restricted to vehicles that satisfy the principles and standards applicable to a motorhome, are licensed as a "Self-Propelled Caravan", and contain at least a bed, refrigerator, cooking plate and built-in cupboards. Converted cargo vans shall comply with the same standards.

18.3 Responsible Use of Club Facilities

When using facilities owned by, managed by or associated with the Club, every member shall act considerately, use shared resources responsibly and avoid causing a nuisance, disturbance or inconvenience to others.

18.4 Conduct of Family Members and Visitors

Each member is responsible for taking reasonable steps to ensure that family members, guests and visitors associated with that member observe the standards of behaviour expected under this Code. Their conduct shall not prejudice the interests or reputation of the Club.

18.5 Compliance with Site Rules

Every member shall comply with the rules and reasonable requirements of the owner, operator or manager of any site visited or occupied in connection with a Club activity. Members shall conduct themselves in a manner that supports good relations with site owners, other visitors and the wider community.

18.6 Protection of the Club's Reputation

No member shall engage in conduct that brings, or is reasonably likely to bring, the Club or its members into disrepute. Members shall uphold the values, integrity and good name of the Motorhome Club of South Africa in their conduct at Club activities and in matters connected with the Club.
This Code of Conduct was tabled and adopted at the Annual General *Meeting held* on 18 *October 1998.*

19. Winding Up

The Club or a region may be dissolved only by a resolution approved by at least seventy-five per cent (75%) of the relevant fully paid-up members present in person or represented by proxy at a duly convened general meeting. After settlement of all liabilities, the remaining assets shall be distributed in accordance with the resolution of those members and may not be distributed for the personal benefit of any individual member.

20. Adoption and Execution

This Constitution was duly adopted and approved by the members of the Motorhome Club of South Africa at a properly convened General Meeting held at La Pleaasant, Sedgefield on the 24th day of October 2026.

The undersigned certify that this document is a true and correct record of the Constitution adopted by the members and that they are duly authorised to sign it on behalf of the Club.

National Chairman	**National Secretary**
Full name: RALPH JACKSON	Full name: Sonja Otto
Date: 30TH OCTOBER 2026	Date: 29 October 2026