

# PATTAYA JUNGLE H3 CHARTER

## **Mission Statement:**

- To provide an entertaining and family safe environment where an activity known as “Hashing”, is promoted
- Co-ordinate location(s) for hashing, on a recurring schedule, which are to be published on a dedicated website and through social media
- Fees charged to attend this activity should be handled with prudence but with the objective to deliver value for money
- Provide a Mis-Management Team capable of delivering this Mission Statement
- Establish an Executive Committee to have overall control of this Organization's operation

## **Annual General Meeting:**

- All offices except Grand Master are declared open
- Grand Master Elect will chair the meeting
- Previous year's officers may stand for re-election to their vacant office, or stand for election to another office.
- Should there exist multiple candidates for a single office Grand Master Elect will conduct a vote, between those candidates for that office, by those members present at that meeting – a show of hands will suffice. Majority vote wins, on the advent of a tie Grand Master Elect will have the casting vote.

## **Mis-Management Team:**

- This team will consist of the following offices, but is not limited to those offices - Grand Master, Assistant Grand Master (optional), Accountant, Webmaster, Hare Raiser, and Rags Master– each officer will be assumed to have the appropriate skill set
- Grand Master may add offices to the Mis-Management Team if and when required
- This team will meet monthly at a regular time and place nominated by the Grand Master
- Scope Of Grand Master's Office - Provide leadership and decision-making at the A-Site – any decisions taken at the A-Site will stand, but must later be reviewed and verified by the Executive Committee. Chair the regular monthly meeting in accordance with the Agenda, which is to be posted on this Organizations website no later than seven (7) days prior to the regular monthly meeting. Chair the Executive Committee meetings. Grand Master will promptly enact any and all decisions, as directed by the Executive Committee. Grand Master is to announce his successor, at any time during his tenure (12 months), but no later than the regular monthly meeting preceding the Annual General meeting. That person will then be known as Grand Master Elect. Should there be a challenger(s) for the office of Grand Master then Grand Master will conduct a vote from those members attending that meeting, between the candidates for the office of Grand Master, to select the Grand Master Elect – a show of hands will suffice. Majority vote wins, on the advent of a tie, Grand Master will have the casting vote. Should the

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Grand Master be unable to announce a successor and there is no other candidate(s) standing for the office of Grand Master then the incumbent Grand Master has the option to continue for a further year (12 months) in office

- Scope Of Assistant Grand Master's Office – Should the Grand Master be unable to perform that office the Assistant Grand Master will assume the Grand Master's duties. In the presence of the Grand Master, Assistant Grand Master will offer assistance to that office, performing activities as directed by the Grand Master
- Scope of Accountant 's Office – Responsibilities include the collection of run fees and protection of members funds. The Executive Committee may direct the Accountant to deposit members funds in a Bank account or hold those funds privately, at their discretion. The Accountant is to provide prompt payment of all verified accounts against this Organization. Provide a clear financial statement for each run no later than seven (7) days following that run. Present the financial statement(s), at the next regular Monthly Meeting, for each run that has occurred since the last regular monthly meeting. Provide advice to the Executive Committee on the financial viability of this Organisation and any proposed or active projects.
- Scope Of Webmaster's Office – Provide a clear, consistent, and reliable Website and social media pages. To post and allow to be posted only that information which is considered appropriate to this organisation. To post and allow to be posted only that information approved by the Executive Committee. Post the Mis-Management's meeting Agenda at least seven (7) days prior to the Mis-Management regular monthly meeting. Inform the Accountant of any accounts payable for the maintenance and operation of the Website or essential equipment, when they are received. Provide an online portal for the collection of registrations for selected activities and pass those registrations to the appropriate person, in a timely manner.
- Scope Of Hare Raiser's Office – To produce a twelve-month calendar of run dates and control the release of those dates allowing for the timely recruitment of hares. Also, to monitor and ensure hares know their responsibilities for their run and ensure Mis-Management are informed immediately should any hare not be able to meet their commitments.
- Scope Of Rags Master's Office – This office will maintain an inventory of rags to be presented at each run to be available for purchase. Rags Master will maintain a nominated float amount, promptly passing the value of any sales to the Accountant. Rags Master will present an appropriate invoice to the Accountant when seeking reimbursement for any rags purchased to maintain the rags inventory.
- Each and every meeting of this Team is to be minuted by Grand Master or a team member nominated by the Grand Master.

### **Executive Committee:**

- The Grand Master will announce the Executive Committee at the AGM
- Mandatory appointments to the Executive Committee are as follows: Grand Master, Assistant Grand Master (if one is appointed), Accountant, Webmaster, Hare Raiser, and Rags Master

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- The Grand Master has the discretion to appoint one (1) additional person to the Executive Committee
- The Executive Committee will have exclusive and final control of this Organization's finance, run calendar, communications (oral or by electronic medium), member code of conduct, acceptance, suspension and termination of any membership, and creation and termination of any and all agreements proposed or active with this Organization
- Financial ceilings will be established for each Mis-Management office where amounts below that threshold need not be referred to the Executive Committee for approval
- While this Committee's first priority is the protection of this Organisation and it's Members in its entirety, any proposal received, whether internal or externally sourced, should that proposal be found not to be detrimental to this organisation, that proposal should be viewed in a favorable light and in the spirit of co-operation.
- This Committee will meet monthly in conjunction with the Mis-Management Team
- Grand Master has the power to call an extra-ordinary meeting of this Committee, should there be a matter of urgency, with the minimum period of notice being twenty-four (24) hours
- Any decisions taken by this Committee will be as a result of a majority vote – usually a show of hands will suffice
- It is not envisaged that a single person will occupy multiple offices but in that situation each person has only one (1) vote
- Each and every meeting of this Committee is to be minuted by Grand Master or a Committee member nominated by the Grand Master

### **Changes to Pattaya Jungle H3 Charter:**

- Once adopted, any and all changes to this Charter can only succeed on a unanimous vote of the Executive Committee
- Once adopted, the removal of this Charter from this organization can only succeed on a unanimous vote of the Executive Committee

-----END of CHARTER-----

Adopted - 6<sup>th</sup> October 2020