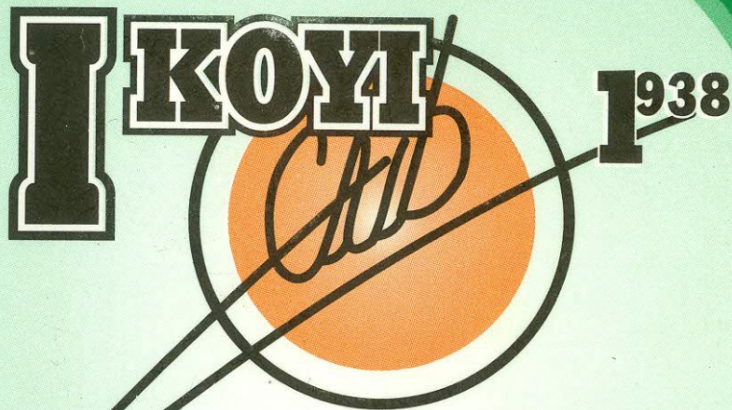


IKOYI CLUB 1938

2015 AMENDED CONSTITUTION



RULES

GLOBAL HARMONY
THROUGH RECREATION



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1. NAME OF THE CLUB

The Club shall be called the Ikoyi Club 1938.

1.1 OBJECTIVE

To create an atmosphere where people of different Nationalities can interact in harmony through recreation.

1.2 These rules shall be binding on all categories of members of the club.

2. MEMBERSHIP

There shall be the following categories of members

- (1) Ordinary Members
- (2) Spouse Members
- (3) Life Members
- (4) Honorary Members
- (5) Junior Members

The right of a member shall be personal and



shall not be transferable and shall cease upon the member's death.

2.1. ORDINARY MEMBERS

Any person over 25 years of age shall be eligible to become an Ordinary Member provided that:

- (a) He or She has been elected in accordance with Rule 3; or
- (b) He or She was on the first day of August 1938 an Ordinary Member of Ikoyi Club or the Lagos Golf Club.

2.2. SPOUSE AND LADY MEMBERS

- (a) Any person over 21 years of age shall be eligible to become a Spouse or Lady Member provided:
 - (i) He or She is the spouse of an Ordinary Member elected in accordance with Rule 3(h)



- (ii) She was on the 22nd day of August 1991 a Lady Member of the Club.
- (b) A person who becomes a member by virtue of Rule 2.2(a)
 - (i) May elect to become an Ordinary Member with all the rights and privileges by complying with the provisions of Rule 3 of Ordinary Membership requirements.
 - (ii) A Lady Member who was elected in accordance with Rule 3(g) may elect to become an Ordinary Member of the Club with all the rights and privileges thereof, by paying the Entrance Fee and the Annual Subscriptions for an Ordinary Member and all Levies.
- (c) A Spouse or a Lady Member who does not elect to become an Ordinary Member



Shall have no say in the Management of the Club.

- (d) Without prejudice to Rules 2.1 and 2.2(a-c) of these Rules, Spouse Membership shall continue to be enjoyed by a surviving Spouse who was registered as the Spouse, on the demise of the Ordinary Member through whom he/she acquired the Spouse Membership, provided, the deceased Ordinary Member and such Spouse were still married at the time of demise.
- (e) The Club shall only recognize one Spouse Membership for every Ordinary/Life/Honorary Member.

2.3 HONORARY MEMBERS

- (a) The General Committee may at its discretion propose a person for election as an Honorary Member. The names of such a person with a write-up on the exceptional service he may have rendered to the Club or the Country shall



be displayed on all Notice Boards in the Club 7 days prior to the consideration of such a proposal by Members at a General Meeting of the Club.

(b) Such Honorary Members shall be exempted from paying entrance fees and/or subscriptions or other fees payable in respect of the use of the Club facilities.

(c) Names of such Honorary Members for which there is no limit in number shall be placed in a prominent position within the Club.

(d) Honorary Members shall be entitled to all privileges of membership save that they shall not seek an elective office or vote during Club's elections.

2.4 LIFE MEMBERS

On attaining the age of 65 years and being a paid up member for 25 years without any break, an



Ordinary Member with the Spouse and Children who are Junior Members shall be entitled to Life Membership. Such members shall be exempted from paying Subscriptions or other fees payable including Junior Members fees in respect of the use of the Club facilities and shall also be entitled to all membership privileges.

2.5 JUNIOR MEMBERS

- (a) A Junior Member is a child aged 12 to 25 years whose parents are Life, Honorary, Ordinary or Spouse/Lady Members of the Club.
- (b) Junior members are eligible to use the facilities of the Club provided that those under 12 years are accompanied by a member and shall be subject to such restrictions as may be prescribed by the General Committee from time to time.
- (c) Junior Members shall not be allowed into the Main Bar at any time.



- (d) All Junior Members shall leave the Club Premises not later than 9:00p.m., except on special occasions as may be prescribed by the General Committee.
- (e) A Member shall not permit any child of his/hers under the age of 12 years to be upon Club Premises unless accompanied by a Member except a Junior Member.
- (f) A Junior Member who having attained the age of 25 years and wishes to continue as Ordinary Member shall be granted 50% rebate on the entrance fee provided such Junior Member satisfies the following:
 - (i) Proposer must be parent of the Junior Member.
 - (ii) The Parent must be Financial Member(s) for not less than 20 years unbroken.
 - (iii) The Junior Member must have passed



Through the screening of the Membership Sub-Committee.

- (iv) The Junior Member must have been a Junior Member continuously for not less than 10 years at the date of application.

3. CANDIDATES FOR ELECTION AS MEMBERS

- (a) An intending Candidate for Membership must obtain and complete the compulsory Preliminary Application Form through a Financial Ordinary Member whose Membership must not be less than 2 (two) years standing or a Life Member, as a condition precedent before being considered as a person who can join the Club.
- (b) The Membership Sub-Committee shall thereafter screen the candidate through an interview by calling for relevant documents such as marriage certificates,



Evidence of professional and educational qualifications, audited accounts/reports, etc. and if found fit and proper shall thereafter be issued a membership application form upon payment of prescribed fees.

- (c) A Candidate for election as an Ordinary Member shall be proposed and seconded by two Ordinary Members who:

Are respectively paid up Ordinary

- (i) Members of not less than two years; and
- (ii) Who affirm the Candidate to be a fit and proper person to be admitted as a Member of the Club.

- (d) The Candidate shall be recommended by two elected members of the General Committee

- (e) The Membership Application Form which



Contains the name and address of the candidate for election together with the signature of the proposer, seconder and 2 elected members of the General Committee shall be sent to the Honorary Secretary.

- (f) The Honorary Secretary shall put the Membership Application Form on the Club's Notice Board for a period of not less than 14 days before the date of election for Members' information and objection if any.
- (g) (i) The candidate for election as a member of the Club shall be invited by the General Committee to a reception.
- (ii) Only the following are eligible to attend the reception:
 - (a) The Candidates
 - (b) Proposers and Seconders
 - (c) Past Office Bearers



- (h) Upon the fulfilment of the conditions e & f above the candidate shall become eligible for election by the General Committee who shall have his or her name put up for ballot and shall be declared a member of the Club if the ballot proves clear.
- (i) A candidate who has been disqualified by the majority of black balls at the ballot shall not reapply for membership nor be introduced as a guest for a period of one year from the date of such balloting.
- (j) The General Committee may, before putting any candidate to the ballot, refer the Membership Application Form back to the Proposer and Secunder for such further information in respect of the candidate as they consider necessary.
- (k) The spouse of a candidate for election as



Ordinary Member shall automatically become a Spouse Member upon the candidate being elected as an Ordinary Member.

- (1) A candidate for election, who has been fully proposed and seconded and supported by two elected members of the General Committee, and paid the prescribed fees and subscriptions, may be granted the privileges of membership (excluding any say in the management of the Club) until notification is given by the Honorary Secretary of the result of his or her candidature. The proposer and seconder shall be jointly and severally liable for the misconduct and payment of all financial liabilities to the Club incurred by such a candidate during the period in question.

4. ENTRANCE FEES AND SUBSCRIPTIONS

- (a) (i) Payment of entrance fees as approved by the General Committee shall be made on completion of the form



approved for membership not later than three months after the date of issue of the Membership Application Form.

(ii) Failure to make payment within the time specified above shall render the Membership Application Form obsolete, and can only be revalidated by any of the Office Bearers and the payment of the required fees.

(b) Payment of entrance fee and first subscription by New Members shall be considered as a declaration of submission to the Rules and Regulations of the Club and the Orders of the General Committee.

(c) 50% of the entrance fees paid by a Candidate for membership of the Club shall be refundable where such Candidate is not admitted as a Club member.



- (d) (i) Subscriptions, which are subject to review by the General Committee from time to time, shall be presented to the General House at the February General Meeting for approval, amendment or otherwise before implementation.
- (ii) Such approved Subscriptions shall be displayed on all Notice Boards.
- (e) Each section shall decide its Sectional Entrance Fees.
- (f) A Non-Member of a section shall be liable to pay a fee in respect of the use of the sporting facilities of a section which he/she is not a Member. Such fees shall be as prescribed from time to time by the Rules of the particular section.
- (g) Payment of subscriptions shall be made half yearly in advance and calculated for newly elected members from the first day of the month in which they are proposed.



- (h) Any member who pays his/her club subscription with his/her personal cheque should be issued his/her membership card after 5 working days for local cheques and 7 working days for up country cheques from the date of receipt.
- (i) A spouse member with financial membership at the time of death of the ordinary member whose notice of death is given, shall be exempt for two subscription cycles from being deleted from the list of members
- (j) Where any Member fails to pay his or her subscription within one month of its becoming due, the Secretary shall report such non-payment to the General Committee who may cause such Member's Name to be posted on the Club's Notice Boards.
- (k) Where a member fails to pay his or her subscription two months after the date of such posting, his or her name may be



deleted from the list of members by order of the General Committee and thereupon he or she shall cease to be a member of the Club.

(1) Re-instatement of lapsed membership is not automatic. A member whose membership has lapsed may at the discretion of the General Committee and subject to the recommendation of the Membership Subcommittee be re-instated. Such re-instatement shall be subject to:

(i) Satisfactory explanation by such member as to why membership was allowed to lapse and

(ii) Payment of all arrears of subscription and penalty charges applicable to revival of membership being made within 30 days of the dispatch of Notice of Approval by the Club.

(iii) There shall be no waiver on any outstanding subscriptions and levies.



- (m) All Members must carry their Identity and Membership cards whilst on the Club premises and must produce them on request by authorised checkers and members so authorised by the General Committee.
- (n) Members who are desirous of using the Club's Library's facilities shall observe Rules governing the Library as provided under Rule 17 (a).
- (o) Members are required to keep their mobile telephone sets switched off, and to refrain from accepting telephone calls whilst in the Library. Members may not engage in talking in any form inside the Library. This will allow studious Members to continue with such pursuits without hindrance.

5. VOLUNTARY SUSPENSION OF MEMBERSHIP

- (a) (i) An Ordinary Member or a Lady Member



or Spouse Member may suspend his or her membership for a period not exceeding two years subject to a written notification to the Honorary Secretary.

(ii) Such notification shall be by completion of the form approved by the Honorary Secretary, who will then issue a letter of approval.

(iii) During the period of suspension of membership, the member shall be liable to pay 50% of the subscription for House in advance.

(b) Any member whose membership has been suspended as in Rule 5(a) shall not enjoy the privileges of an Ordinary, or a Lady or Spouse Member and shall have no say in the management of the Club.

(c) A member who suspends his/her membership may apply to re-activate his/her membership before the expiration of



the suspension. The subscription payable will be computed on pro-rata.

- (d) There shall be no waiver on any outstanding subscriptions and levies.

6. RESIGNATION

- (a) (i) A member of the Club may resign his or her membership by communicating such intention in writing to the Honorary Secretary, provided he or she is not under any investigation for infringing any of the Club's rules.

- (ii) Such member upon sending a letter of resignation ceases to be a member from the date of such letter and may only resume membership in accordance with Rule 3.

- (b) If a member who infringes any of the Club's rules or is under investigation resigns his or her membership of the Club,



he or she stands expelled, without prejudice to the Club's disciplinary procedure and shall not enjoy the privileges of re-admission.

7. NON-MEMBERS AND GUESTS

(a) The following Members shall be eligible to introduce Guests to the Club:

- (i) An Ordinary Member.
- (ii) A Lady Member.
- (iii) A Spouse Member.
- (iv) A Life Member.
- (v) An Honorary Member.

(b) Such persons being introduced as guests must themselves be eligible for Membership in accordance with Rule 2.1 and regulations made under Rule 3.

(c) No person suspended or expelled from the Club or any reciprocal Club as per Rule 37 shall be introduced as a guest.

(d) Any person not normally resident in Lagos but visiting Lagos temporarily may, at the



discretion of the General Committee, be issued a temporary membership for a period not more than 1 month subject to the following conditions:

- (i) He or She is proposed as a Temporary Member by an Ordinary Member of not less than 2 years standing on the approved form by the Honorary Secretary.
- (ii) Payment in advance of the prescribed fees as approved by the General Committee.
- (iii) Temporary membership cannot be issued to a person more than once in a calendar year.
- (iv) Such Temporary Member shall have no voting right.
- (e) Captain of the Golf Section and Chairmen of Sections, shall have authority to issue invitations to organisations outside the



Club to send teams of players to compete against teams of members from their sections within the Club Premises. It shall be the responsibility of such Officers to control the entry to the Club Premises of every member of such teams to which he has issued such an invitation.

(f) A non- financial member of the Club shall not be signed in as a guest. Any infringement of this rule by a member shall render such member liable to be dealt with under Rule 9.

(g) Nannies, Minders, Domestic Servants, Body Guards, Aides, and Drivers are not allowed in the Club at any time and cannot be signed in as guests. Any infringement of this rule will be dealt with under Rule 9.

8. MANAGEMENT

a) The control of the overall affairs of the Club in accordance with the rules shall



be entrusted to the General committee subject to any decision taken at a General Meeting of the Club.

- (b) The day-to-day Management of the Club shall be entrusted to the Management for administrative purpose in accordance with the Rules.
- (c) The General Committee's power shall include the appointment of the management staff of the Club as well as the terms and conditions of their employment.
- (d) The General Committee shall not terminate the appointment of any of the Management Staff of the Club Viz: - The General Manager, The Finance and Admin. Manager, The Operations Manager and The Internal Auditor without communicating the reasons for



such intended termination to the Trustees and obtaining the written approval of the Trustees.

9. DISCIPLINE

- (a) No member of the Club shall be suspended, expelled or sanctioned in any other way under this Rule unless the provisions of Rules 9(b), 9(c), 9(d), 9(e), 9(f), 9(g) in respect of appearance, investigations and recommendations by the Disciplinary Sub-Committee are complied with.
- (b) The General Committee shall not delegate its powers to discipline or sanction any member of the Club to any person or body.
- (c) Where an allegation of conduct injurious to the character or interest of the Club has been made to the General Committee, the General Committee shall refer such



allegation to the Disciplinary Sub-Committee for investigation and recommendation.

- (d) (i) Such member as envisaged in 9c above shall by a letter sent by a registered courier service to his or her last known address, be given two weeks notification within which to appear before a meeting of the Disciplinary Sub-Committee.
- (ii) That all letters and notices required to be served on any member under this rule, shall be sent by a registered courier service to the last known address indicated on the records of the member at the Club's registry, and proof of delivery issued by the courier service shall be sufficient evidence of delivery.



(e) The letter referred to in 9d herein shall inform such member of the

(i) nature of the complaint against him or her, so as to afford such member an opportunity of offering his or her explanation;

(ii) time and place of the meeting.

(f) At such a meeting or any adjournment thereof, such Member shall be allowed to offer an explanation of his or her conduct verbally or in writing.

(g) A member invited to a meeting of the said Sub-Committee for the purpose of such rule 9(c) of the Rule shall not absent himself or herself for more than two occasions from such meetings.



(h) Where such member is absent, on a third occasion the Sub-Committee shall recommend to the General Committee the suspension of the member for a period not exceeding three months for non-appearance.

(i) A member suspended under sub-rule 9(h) of this Rule shall:

(i) still have to face the Disciplinary Sub-Committee in respect of the allegation made against such member at the expiration of such suspension.

(ii) remain suspended pending when such member from such a member faces the Disciplinary Sub-Committee.



- (iii) Not be entitled to use the Club during the period of suspension with his spouse and family or be introduced as a guest.
- (iv) Have his photograph displayed on the Club's Notice Board during the period of the suspension.
- (j) The names and photographs of suspended and expelled members shall only be displayed on the Notice Boards of the Club in line with Rule 18.1(c) except for member who failed to present himself/herself to the Disciplinary Sub-Committee as per Rule 9(g) & (h).
- (k) The display of names and photographs of suspended members shall be for the period of suspension while that of expelled members shall be for a period of three years.



(l) Any member so expelled or being called upon to resign shall cease to be a member of the club from the date of expulsion or (as the case may be) the date of resignation or 7 days from the date of being called upon to resign whichever is earlier and shall forfeit any entrance fee paid, and his or her subscription and shall not thereafter be eligible for re-election for a period of 3 years.

(m) A member shall be answerable for the conduct of his or her Spouse, each of his or her children under the age of 25 years, his or her maids, drivers, his or her guests, his or her guest's maids and drivers whilst on the Club Premises and may be subject to disciplinary action in respect of each and every one of them.



(n) Where a member holding office in the Club by virtue of an election, selection and or appointment is under investigation for an allegation of misconduct and or abuse of office, such member shall be suspended forthwith from the performance of the duties of such office during the period of such investigation. This is also applicable to Trustees investigation under Rule 18.2.

(o) Where a member issues a Cheque in favour of the Club and the same is returned unpaid, a letter shall be written to such member requesting such member to replace such returned Cheque with a Draft or Bank Cheque the sum of which shall include the interest and charges occasioned by the returned Cheque.

(p) A list of such members shall be displayed on the Club's Notice Boards.



- (q) Where after 1 (one) month from the date of the letter referred to in sub-rule 9(o) such Cheque is not replaced, provisions of sections 4(h) and 4(i) shall apply.
- (r) The letter in respect of sub-rule 9(o) shall be written once only. Where such member absents himself/herself from such a meeting, such member shall be suspended for a period of not less than 6 (six) months, and if after the period of such suspension such member fails and/or neglects and/or refuses to replace the returned Cheque as required under sub-rule 9(o) & (q), such member shall be expelled under Rule 9.
- (s) Any member who is suspended shall continue to pay his or her subscription and levies during the period of suspension failing which such member shall be deemed to have resigned his or



her membership of the Club.

- (t) Any serving officer who is suspended for any offence shall vacate his office and be barred from holding any office for 3 (three) years.
- (u) A black book shall be maintained for all offenders in the Club.

10. OFFICE BEARERS

The Office Bearers shall be the Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer, Golf Captain and such others as the Club in General Meeting may consider necessary.



11. ELECTION OF OFFICE BEARERS

- (a) The Chairman, Vice-Chairman, Honorary Secretary and Honorary Treasurer shall be elected by ballot at each February General Meeting of the Club.
- (b) The Golf Captain shall be elected at the February General Meeting of the Golf Section.
- (c) No one shall be eligible for election as an Office Bearer unless:
 - (i) He/She is a fully paid up Ordinary Member of at least 10 (ten) continuous years standing, and
 - (ii) He/She is of impeccable character and not having been previously suspended from membership of the Club by the General Committee in accordance with these Rules.



Provided that where he/she had been previously suspended, the period of such suspension is completed not less than 3 (three) years preceding the date of closure of nomination for election into the said office.

(d) (i) Such a member shall be duly proposed and seconded by fully paid up Ordinary Members of at least 2 (two) years standings on a form approved by the Committee.

(ii) Such completed nomination form shall be submitted to the General Manager of the Club not later than nine days before the February General Meeting of the Club or the Section.

(iii) The completed nomination form for each Candidate shall be displayed on the Club's Notice Board at least seven days before the General Meeting of the Club. Prior



Prior to displaying the nomination form for each candidate as afore mentioned, the Trustees shall have the power and authority to verify the information on the nomination form for each Office Bearer and the Entertainments Chairman.

- (e) In the event of any office becoming vacant before the next February General Meeting, the General Committee may appoint an Ordinary Member in acting capacity for the period not more than 4 (four) weeks to fill the vacancy.

12. GENERAL COMMITTEE MEMBERSHIP AND QUALIFICATION

- (a) The membership of General Committee shall comprise:
- Office Bearers
 - Section Chairmen



- Entertainments Chairman
- Advisers (without voting rights)

(i) One Ordinary Member each who shall be elected at the February Annual General Meeting of the Tennis Section, Swimming Section, Squash Racquets Section, Badminton Section, Table Tennis Section, Billiards/Snooker Section and Other Sports Section respectively as Chairman of each of these Sections by those Ordinary Members who are entitled to play such Games upon payment of the extra subscriptions due for each of the said sections.

(ii) One Ordinary Member who shall be elected by a ballot at each February General Meeting of the Club as Chairman of



Entertainments Sub-Committee.

(iii) No one shall be eligible for election as a Chairman of a Sectional Committee, Entertainments Chairman, except the Golf Captain, unless he/she is a fully paid up Ordinary Member of at least five continuous years standing.

(iv) He/She is of an impeccable character and not having been previously suspended from membership of the Club by the General Committee, provided that where he/she had been previously suspended, the period of such suspension is completed not less than two years preceding the date of closure of nomination for election into the said office.



- (v) No one shall be eligible for election as a member of the Sectional Committee unless he/she is a fully paid Ordinary Member of at least three years standing.
- (vi) Such a candidate shall be duly proposed and seconded by fully paid up Ordinary Members of at least 2 years standing on a form approved by the General Committee.
- (vii) Such completed nomination form shall be submitted to the General Manager of the Club not later than nine days before the February General Meeting of the Club.
- (viii) The completed nomination form for each candidate shall be displayed on the Club's Notice Boards at least



7 (seven) days before the February General Meeting of the Section concerned. Prior to displaying the nomination form for each candidate as afore-mentioned, the Trustees shall have the power and authority to verify the information on the nomination form for each candidate.

- (b) No one shall be eligible for an election into any office of the Club if the person has been previously punished for any offence, which in the opinion of the Trustees of the Club, relates to financial misconduct, corruption and abuse of office. The Trustee shall convey notice of invocation of this power under this Rule to the member concerned in writing and such decision shall be final notwithstanding Rule 9 (t).



- (c) No member shall hold the same elected and or appointed office in the main House and Sections for more than (two) 2 consecutive years.

13. CONDUCT OF ELECTIONS

- (a) Elections at the February Annual General Meeting of the Club (General Committee and Sections) shall be conducted as follows:

- (i) Voting shall start at 12 noon after a quorum has been formed and the General Meeting declared open.

- (ii) Every candidate for election shall have the right to appoint not more than 2 (two) polling agents who must be paid-up members of the Club.



- (iii) The polling agents shall have the right to remain in the Polling Hall to observe the voting procedure and the counting of votes cast for their candidates.
- (iv) In order to collect a ballot paper a member must produce both his or her current Club Membership and Identity Cards.
- (v) On collection of the ballot paper the membership card will be boldly stamped with indelible ink on both sides or marked as approved by the Committee.
- (vi) The member will then proceed immediately to cast his or her vote.
- (vii) Members will not be allowed to collect ballot papers and vote later.



Ballot paper will only be issued when a Member is ready to cast his/her votes.

(viii) Voting shall close at 7.00 p.m. All members on the queue shall be allowed to vote. The Supervising Trustee or Officer shall recognize those members who are already on the queue on or before 7.00 p.m., and will put a barrier behind the last person on the queue at the time.

(ix) The General Meeting will reconvene immediately after the completion of voting.

(x) Declaration of results will be made after the agenda of the General Meeting shall have been exhausted.



(b) For all elections of the Club whether into General Committee or into Sections' Committees, the use of manifestos, letters, posters, handbills and the news media in any form is strictly prohibited in electioneering campaigns by candidates, their supporters or any member of the Club. There shall be no electioneering campaign outside the Rotunda and the car park on the day of elections.

(c) (i) In the event of a winner not emerging at any election into the General Committee, another election will be held the week following at the same time.

(ii) In the event of a winner not emerging after the second ballot, third and subsequent ballots will be held on such other days and at such other time as the Trustees may determine.



- (iii) In the event of a winner not emerging at any election into any of the Sections, the second ballot or subsequent ballot(s) will be held on such other days and such other time as the Office Bearers may determine.

- (d) Only Life Members and fully paid up Ordinary Members of at least one (1) year shall be eligible to vote at all Club's elections either at the Section or the Main House.

- (e) Any infringement of this rule and any other electoral malpractice by a member shall render such member liable to be dealt with under Rule 9.



- (f) If a member is found guilty he/she shall be suspended for at least 1 (one) year and be barred from holding Office for life.

14. BYE-ELECTION

- (a) The General Committee shall have power to organize a bye-election to fill any vacancy in the Committee within 4(four) weeks of the occurrence of such vacancy.
- (b) In the event of a vacancy of the position of the Chairman of a Section, the Section Committee shall within 2(two) weeks of such vacancy request the General Committee to call for a bye-election, which shall take place within 4(four) weeks of such call.



15. MEETING OF THE GENERAL COMMITTEE

- (a) The General Committee shall meet at least once a month to examine the accounts and manage the affairs of the Club.
- (b) Five elected members of the General Committee shall form a quorum.
- (c) The Chairman or in his absence, the Vice-Chairman or in their absence any other Office Bearer shall preside at all General or Committee Meetings of the Club and the presiding member will have a casting vote.
- (d) (i) The General Committee shall maintain an attendance register to be signed by all members of the General Committee.



- (ii) Any member of the General Committee (except the Trustees) who shall be absent from three consecutive meetings of the Committee shall be deemed to have vacated his seat, and the Committee shall fill the vacancy so created in accordance with Rule 14(a).

- (iii) This Rule shall not apply to a member who is temporarily absent from Lagos or absent through illness and who has advised the Committee accordingly.

16 SECTIONAL COMMITTEES

- (a) Every sporting section shall elect a Committee at every February General Meeting in accordance with the rules of



the Club.

- (b) Such Committees shall meet every month and shall report their proceedings to the General Committee at the monthly Business Meeting of the General Committee.
- (c) Sections shall conduct their business in accordance with the directions of the General Committee.
- (d) The Office Bearers shall be ex-officio Members of all Section Committees.
- (e) Any member of a Section Committee who shall be absent from 3 (three) consecutive meetings of the Section's Committee shall be deemed to have vacated his seat; and the Section's Committee shall fill the vacancy so created in accordance with Rule 14(a).



- (f) This rule shall not apply to a member who is temporarily absent from Lagos or absent through illness and who has advised the Section Committee accordingly.
- (g) The Section Committee must meet and take decision on all financial issues/projects. Recommendations to the General Committee from the Section must be the recommendation of the Section Committee as recorded in the minute's book of the Section.
- (h) Extracts from the relevant meeting of section meeting shall be attached to every request for disbursement of funds.

17. GENERAL COMMITTEE'S POWER TO MAKE REGULATIONS

- (a) All regulations made by the General



Committee shall be binding on every member of the Club unless, and until, they are amended or repealed by the General Committee or a General Meeting of the Club.

- (b) The General Committee shall have power from time to time to make regulations, not inconsistent with the Club's Rules, for the management of the affairs of the Club, and in particular (but without derogation from the generality of the foregoing provisions), for all or any of the following purposes:
 - (i) The admission of guests into the Club.
 - (ii) The use of the Club buildings and Premises.
 - (iii) The control and management of sports and games.
 - (iv) The financial control and management of the Golf course.



- (c) (i) All such regulations made by the General Committee during its term of office shall be read out by the Honorary Secretary at the next General Meeting, when they may be confirmed or amended, or repealed by a majority of the Ordinary Members present at the meeting.
- (ii) If such regulations are not read out by the Honorary Secretary at the next General Meeting, the said regulation shall be of no further effect.
- (d) (i) The General Committee shall have power to add to their number such other members as they deem necessary, provided that such members shall have no voting rights in General Committee



proceedings.

- (ii) The Co-opted members shall not be more than 3 in number. Where there is need for an increase, the General Meeting must approve such an increase, at the Club's General Meeting.

18. TRUSTEES

- (a) Trustees of the Club for the purposes of the Companies and Allied Matters Act, 1990 or any statutory amendment or re-enactment thereof shall be three in number and shall be appointed at a General Meeting of the Club.
- (b) Such Trustees shall be known as the Incorporated Trustees of The Ikoyi Club 1938.



(c) Only an Ordinary or an Honorary Member shall be eligible for appointment as a Trustee, provided that:

(i) he/she is not less than 60 years and

(ii) he/she has spent a minimum of 25 years of continuous/unbroken membership of the Club, and

(iii) he/she must have distinguished himself/herself as an exemplary member of the society, and

(iv) he/she must be of impeccable character.

(d) A Trustee may hold office for life and shall cease to hold office if he/she:

(i) resigns his/her office;



(ii) ceases to be a member of the Club

(iii) is a person of unsound mind having been so found by a court of competent jurisdiction;

(iv) has been convicted of an offence involving fraud or dishonesty within five years of the proposed appointment or is so convicted whilst holding the office of Trustee;

(v) is a person disqualified from being a director of a Company pursuant to the provisions of Section 258 of the Companies and Allied Matters Act, 1990 or any statutory amendment or re-enactment thereof;



- (vi) is sentenced to a term of imprisonment without the option of a fine (other than in respect of the driving or use by him of a motor vehicle);
 - (vii) is recommended for removal from office by a majority vote of members present at any General Meeting, or
 - (viii) ceases to reside in Nigeria.
- (e) Upon a vacancy occurring in the number of Trustees, the Committee for the time being shall appoint another eligible member of the Club to fill the vacancy who shall hold office until the next General Meeting of the Club, when he shall be eligible for appointment at such meeting.



- (f) The Trustees, by virtue of the grant of a Certificate of Incorporation under the Companies and Allied Matters Act, 1990 or any statutory amendment or re-enactment thereof shall become a body corporate by the name described in the Certificate and shall have perpetual succession and power to sue and be sued in such corporate name and subject to any conditions and directions contained in the said certificate to hold and acquire, and by instrument under common seal to convey, assign and demise interest therein now or hereafter belonging to or held for the benefit of the Club.

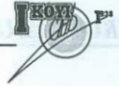


- (g) The Trustees shall have a common seal of the following design: Two concentric circles having the words “The Incorporated Trustees of Ikoyi Club 1938” inscribed in the space between the circles.
- (h) Such common seal shall be kept in the custody of the Honorary Secretary who shall produce it when required for use by the Trustees.
- (i) All documents to be executed by the Trustees shall be signed by each of them and sealed with the common seal.
- (j) The Trustees shall be members of the General Committee.



18.1 ARBITRATION COMMITTEE

- (a) There shall be a Trustees Arbitration Committee.
- (b) This Committee shall consist of all the Trustees and two members thereof shall form a quorum.
- (c) Any member who is dissatisfied by the decision of the General Committee, shall within 14 days refer such grievance to the Trustees for arbitration as a condition precedent to member(s) seeking redress in Court provided any Trustee(s) in attendance where such decision was taken cannot participate in the said arbitration.
- (d) Any such dissatisfied member shall give notice of such dissatisfaction to the Trustees.



- (e) The Trustees shall convene a meeting within 21 days after the receipt of such notice.
- (f) Any member who decides to sue the Club in the Law Court without the prior mediation by the Arbitration Committee shall be suspended from the Club till the determination of the said suit.
- (g) Where there is any proposal for out-of-court settlement between the Club and a member the same shall be executed by the trustees on behalf of ikoyi club 1938

18.2 SPECIAL POWERS OF THE TRUSTEES

- (a) Whenever the Trustees have cause to inquire into any matter or petition pertaining to; arising from or connected



with the affairs; interests; integrity; finances and Financial Management of The Club, the Trustees:

- (i) may, if they wish to co-opt; or delegate any member or members of the Club and/or appoint a Professional person to carry out such inquiry.
 - (ii) may agree with such Professional person(s) reasonable fees that would be paid by the Club.
 - (iii) may in furtherance of such inquiry invite members concerned to attend such inquiry, request for information and/or documents from any member of the Club, General Committee, Sectional Committee, Management Staff or any other employee(s) of the Club.
- (b) It is an act of disrespect for any member of



the Club or General Committee or Sectional Committee or Management Staff or any other employee of the Club to fail, refuse and/or neglect to honour such invitation or to fail, refuse and/or neglect to accede to the Trustees request for information and/or documents in furtherance of such inquiry.

- (c) Members who fail to comply with this Rule without any justifiable reason(s) will be subject to disciplinary proceedings under The Club Rules.

18.3 SPECIAL POWERS TO SET UP AD HOC DISCIPLINARY COMMITTEE

Notwithstanding anything to the contrary contained in Rule 9 of these Rules, the Trustees shall have power and authority to set up an ad-hoc Disciplinary Committee if and whenever in the opinion of the Trustees, Members of the



General Committee or Disciplinary Committee are refusing, neglecting, unwillingly to sit and decide on any matter referred to them or where any member of the General Committee or former member of the General Committee is involved under Rule 9(c) above. Such Ad Hoc Disciplinary Committee shall consist of not more than five (5) Ordinary or Life Members. In the case of an Ordinary Member, he or she must have been a member of the Club for at least Ten (10) years.

- (a) (i) Such member as envisaged in 18.3 above be he an Ordinary Member or a Member of the General Committee shall by a letter posted to his or her last known address, initially be given 14 days notification within which to appear before a meeting of the Ad-Hoc Disciplinary Committee.



(ii) It shall be sufficient proof of receipt of such letter for the General Manager to signify in writing to the Ad-Hoc Disciplinary Committee that a properly addressed letter was sent by registered post or that such letter was delivered to such member personally.

(b) The letter referred to herein shall inform such member of the:

(ii) nature of the complaint against him or her, so as to afford such member opportunity of offering his or her explanation;

(ii) time and place of the meeting of the ad-hoc Disciplinary Committee.



(c) At such a meeting or adjournment thereof, a such member shall be allowed to offer an explanation of his or her conduct verbally or in writing.

(d) A member so invited to a meeting of the said Ad - Hoc Committee for the purpose of this Rule shall not absent himself for more than one occasion from such meetings.

(e) Where such member is absent, on a second occasion the Ad-Hoc Committee shall recommend to the Trustees the suspension of the member for a period not exceeding three months for non-appearance.

(f) A member suspended under this Rule shall:-

(i) still have to face the Ad-Hoc Disciplinary Committee in respect of the



allegation made against such member at the expiration of such suspension.

(ii) remain suspended pending when such member faces the Ad-Hoc Disciplinary Committee.

(iii) not be entitled to use the Club during the period of suspension with his spouse and family or be introduced as a guest.

(iv) have his photograph displayed on the Club's Notice Board during the period of suspension.

(g) The Ad-Hoc Disciplinary Committee shall ensure that all its rulings and recommendations are based upon the tenets of the Rules of the Club, and on absolute fair-play and equity.



(h) The quorum of the Ad-Hoc Committee at all its meetings shall be 3 (three).

(i) The recommendation of the Ad-Hoc Disciplinary Committee shall be forwarded to the Trustees whose decision shall be final and enforced by all organs of the Club.

18.4 TRUSTEES' TASK FORCE:

(a) There shall be a TRUSTEES' TASK FORCE comprising the Trustees, Past Chairmen of the Club, Past Vice-Chairmen of the Club, immediate Past Treasurer, Current Chairman of the Club, Current Vice-Chairman of the Club, the Current Treasurer, Chairman Audit Committee, Chairman Investment Committee and any other member the trustees may deem fit to invite.



- (b) The Trustees' Task Force shall act as an advisory body to the General Committee through the Chairman.

19. AUDIT COMMITTEE

There shall be AN AUDIT COMMITTEE comprising the Trustees and one elected officer from each Sporting Section. Such elected officers shall among themselves appoint the Chairman and Secretary of the Audit Committee. The composition of the elected officers shall be professionals relevant in Auditing and shall be renewable at each February General Meeting of the Club.

This Committee shall be independent of the General Committee, with the following Terms of Reference:-

- (a) To assure Members of the club that



budgets, reports and accounting systems are working effectively to manage the financial affairs of the Club.

- (b) To ensure that the Club's policies and procedures are followed.
- (c) The external and internal auditors may be invited to meetings to present their detailed findings for discussion by the Audit Committee.
- (d) The Audit Committee shall meet every three months and as may be necessary report to the members at every Annual General Meeting in August of every year.
- (e) The Audit Committee may invite the Chairman, the Honorary Treasurer of the General Committee of the Club and the General Manager of the Club to attend their meetings.



- (f) The quorum of this Committee shall be four
(4) one of whom shall be a Trustee.
- (g) There shall be an Internal Auditor who shall report directly to the General Committee.

20. INVESTMENT COMMITTEE

There shall be INVESTMENT COMMITTEE comprising the Trustees and one elected officer from each Sporting Section. Such elected officers shall among themselves appoint the Chairman and Secretary of the Investment Committee. The composition of the elected officers shall be professionals relevant in Investment and shall be renewable at each February General Meeting of the Club.

The Committee shall be independent of the General Committee, with the following Terms of Reference:

- (a) To ensure that the Club's funds are



Invested profitably in accordance with the Club's investment policy as formulated at any General Meeting.

- (b) To ensure that members and staff of the Club entrusted with the Club's funds comply with the Club's investment policy.
- (c) The Investment Committee shall meet at least once in a month and report to the members of the Club at every General Meeting in February and General Meeting in August of every year.
- (d) The Investment Committee may invite the Chairman or any other member of the General Committee of the Club or the General Manager of the Club or any Management Staff of the Club to attend its meetings.



- (e) To render reports on monthly basis to the Trustees and the General Committee with regards to the Banks holding the Club's funds and the interests accruing therefrom and the stock holdings of the Club.
- (f) Minutes of each monthly meeting held by this Committee and approved by its members should be circulated to the Trustees and other members of the General Committee.
- (g) The quorum for this Committee shall be 4 (four) one of whom shall be a Trustee.

21. SUB-COMMITTEES OF THE GENERAL COMMITTEE

- (a) There shall be established Statutory Sub-Committees and any other Sub-Committees as deemed fit by the General Committee. The



Statutory Sub-Committees are as follows: Disciplinary, Membership, Tenders, Purchase & Price Monitoring and Premises. The Chairman on behalf of the General Committee shall inaugurate these Sub-Committees.

- (b) The tenure of all Sub-Committees except Disciplinary shall end with the General Committee that appoints them.

21.1 DISCIPLINARY

There shall be a 9 member Disciplinary Sub-Committee of Ordinary/Life Membership which shall be nominated at a meeting of the past Club Chairmen and the Trustees and the tenure shall be for 2 years. Such nominated members shall among themselves appoint the Chairman and Secretary of the Sub-Committee.



(a) **Terms of Reference**

- (i) To study and acquire absolute familiarization with the Rules of Ikoyi Club 1938 as well as a full knowledge of the Rules of all the Sections of the Club in as much as they are not inconsistent with the Rules of Ikoyi Club 1938 aforementioned.
- (ii) To encourage a pattern of disciplined behaviour amongst all members and their guests.
- (iii) To offer an arbitration forum to all members seeking adjudication over matters of tort, social nuisance and offence, violation of Club's rules and ethical anomie.
- (iv) To deliberate over all cases of



Indiscipline or any other infraction referred to it either by the General Committee, or by any of the Committees of the Sections of the Club or by any bona-fide member or members of the Club; through the Chairman and to make recommendations based on its findings to the General Committee.

(v) To ensure that all its rulings and recommendations are based upon the tenets of the rules of the Club, and on absolute fair-play and equity.

(vi) The Chairman of the Sub-Committee will present a report of its activities at the meetings of the General Committee.

(vii) It is directed that the quorum of



The Sub-Committee at all its meetings shall be 5 (five).

- (viii) This Sub-Committee shall meet on the 2nd Thursday of every month in accordance with the Club's Tradition and whenever necessary will meet more frequently for the expeditious Disposal of cases referred to it.

(b) Authorities

- (i) Members: As directed by the General Committee and consistent with the foregoing terms of reference.
- (ii) Authority to intervene in all cases of infringement of the Rules of Ikoyi Club 1938 and to make corrective action (subject to the



right of appeal to General Committee).

- (iii) Authority to decide all cases of indiscipline, tort, infraction of rules and ethical conduct, provided such decisions are referred to the General Committee for ratification.
- (iv) Staff: No authority, except in referral cases to the appropriate authority.

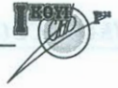
21.2 MEMBERSHIP

There shall be a Membership Sub-Committee consisting of elected Secretaries of all Sporting Sections of the Club. The Honorary Secretary of the Club shall be the Chairman and Secretary shall be nominated among the members of the Sub-Committee. The quorum shall be 3 (three).



(a) Terms of Reference

- (i) To remain constantly aware of its unique role for ensuring quality membership.
- (ii) To progressively strive to attain quality membership in line with the lofty aims and aspirations of Ikoyi Club 1938.
- (iii) Authority to check the identities of members and to eject trespassers.
- (iv) Authority to refuse entry to defaulting member in accordance with the rules of the Club, and with the directive of the General Committee.
- (v) Authority to enforce the rules of the Club in regards to guests of



Members.

- (vi) In liaison with the Disciplinary Committee and the General Manager or any other scheduled officer of the Club, authority to prevent unauthorized persons from using Club's facilities provided for members.
- (vii) Authority to supervise and direct members of staff vested with the responsibility of checking the identities of members.
- (viii) The quorum of the Subcommittee at all its meetings shall be 5 (five).



21.3 TENDERS SUB-COMMITTEE

- (a) There shall be a Tenders Sub-Committee chaired by the Honorary Treasurer of the Club, in his absence any other Office Bearer. The composition of the Sub Committee shall be the Honorary Treasurer, any other Office Bearer and 6 (six) others appointed by the General Committee who should be professionals with relevant qualifications and experience.
- (b) The quorum at all its meeting shall be 3 (three).
- (c) The General Committee shall ensure that the Tenders Sub-Committee carries out Proper and detailed processing of Contracts which comes within its Terms of Reference.

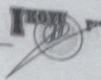


- (d) The Tenders Sub-Committee shall not be side-lined by the General Committee or any Sub-Committee.
- (e) All capital projects irrespective of value must be referred to the Tenders Sub-Committee.
- (f) **Terms of Reference**
 - (i) To examine, evaluate, and adjudicate all tenders brought before it.
 - (ii) To ensure that all tenders have the quality and technological content required by the specifications given for each job and to relate a detailed evaluation of the said specifications with the quotation submitted by contractors.
 - (iii) To ensure that all tenders have been



selected from the pre-qualification list approved by the General Committee and are in line with current and specific categorization established and authorized.

- (iv) To appraise each tender with absolute fairness to Ikoyi Club 1938, and the Tenderer, and to recommend successful tenders in order of preference having regard to:
 - (a) Calibre of contractor.
 - (b) Financing ability.
 - (c) Applied technical skills.
 - (d) Operational effectiveness.
 - (e) Time-scale factor.
- (v) To have the right to reject any tender that it considers inadequate apropos the listed specifications for the job; provided always that it is not bound to accept the lowest tender.



(vi) **Authorities**

- (a) Authority to adjudicate, quantify and recommend the award of contracts.
 - (b) Authority to recommend tender or tenderers to the General Committee for approval of jobs.
 - (c) Authority to reject any tender after due consideration.
 - (d) Authority to demand clarification from and to establish dialogue with the Premises Adviser.
- (vi) The quorum of the Sub-Committee at all its meetings shall be three (3).



21.4 PURCHASE & PRICE MONITORING

(a) There shall be Purchase & Price Monitoring Sub-Committee consisting of elected members or nominated members of all Sporting Sections. The Vice-Chairman shall be the Chairman while the Secretary shall be appointed among the members of the Sub-Committee.

(b) Terms of Reference

- (i) To monitor the prices at which goods items and services are offered to the Club in general.
- (ii) To negotiate prices of items, goods And services approved for purchase by the Chairman of the Club and the Chairman shall at all times report to the General Committee.



- (iii) To constantly check market prices in order to be able to carry out items (i) & (ii) above.
- (iv) To ensure that the buying procedure is adhered to.
- (v) To furnish the Chairman of the Club with recommended purchase prices in order to obtain the said Chairman's final approval for purchase. The Chairman shall at all time report to the General Committee.
- (vi) In the case of the Suppliers such as Nigerian Breweries Plc., Guinness Nigeria Plc., Nigerian Bottling Company Plc. and such other suppliers of Alcoholic and Non-Alcoholic beverages, Unilever Nigeria Plc., their quoted public



prices will suffice.'

- (c) The quorum of the Sub-Committee at all its meetings shall be 3 (three).

21.5 ENTERTAINMENT

- (a) There shall be an Entertainment Sub-Committee consisting of five (5) members nominated by the General Committee, and the Entertainment Chairman of the Club shall be the Chairman and the Secretary shall be appointed among the members of the Sub-Committee. The quorum shall be three (3).

(b) Terms of Reference

- (i) To ensure that the entertainment activities of the Club are run to the best of the ability of the Sub-



Committee, always aiming at adhering to the highest tradition of the Club.

(ii) To ensure the programme for better social activities of the Club are planned and executed after due reference to the General Committee.

(iii) To perform other assigned responsibility by the General Committee.

(iv) The Chairman shall submit a report of the activities to the General Committee at least, once a month.

21.6 PREMISES

(a) There shall be Premises Sub-Committee consisting of eight nominated



professionals nominated by the General Committee. The Premises Adviser of the Club shall be the Chairman and the Secretary shall be appointed among the members of the Sub-Committee.

The elected or appointed Officers shall be any of the following:

- i. Architects
- ii. Quantity Surveyors
- iii. Engineers
- iv. Estate Surveyors & Valuers
- v. Registered Builders

(b) Terms of Reference

- (i) To study the organization of the Club maintenance department, and make recommendations for staff complement and operational effectiveness.



- (ii) To establish proper vetting procedures for all maintenance work contracted out as well as for those executed by the Club's maintenance cadres.

- (iii) To institute a programme of preventive maintenance on a cost of saving basis, and to ensure adequacy and regularity.

- (iv) To establish a rigid separation between capital and revenue projects, in line with usual professional practice and delimitation.

- (v) To carry out the foregoing and to act upon specific assignments given to it from time to time by the General Committee.

- (vi) The Chairman of this Sub-Committee shall be co-opted member of the Club's General Committee and will



submit a report of the activities of the Sub-Committee to the General Committee at least, once every calendar month.

(c) **Authorities**

(i) Authority to appraise all proposals submitted to it for maintenance work, by the Maintenance Section and to liaise with the General Manager as to need, and quantum, and with the Hon. Treasurer in regard to budgetary allocation and fiscal health.

(ii) Authority to adjudicate, quantify and recommend the award of contracts.

(iii) Authority to recommend tenders or



tenderers to the General Committee for approval of jobs.

(iv) Authority to reject any tender after due consideration.

(v) Authority to demand clarification from and to establish dialogue with the Premises Adviser.

(d) The quorum for the Sub-Committee at all its meetings shall be four (4).

(e) **Contractors and Suppliers**

All Contractors and Suppliers of every description must:

(i) Be registered with the Club.

(ii) Have a current bank account that is operational.

(iii) All payments by the Club shall



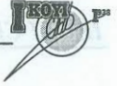
be by crossed cheques and endorsed “account payee only” and not negotiable.

- (v) Under no circumstances should any payment be made by cash or open cheques.

21.7 CAPITAL EXPENDITURE COORDINATING COMMITTEE

There shall be a CAPITAL EXPENDITURE COORDINATING COMMITTEE comprising the Trustees, the Honorary Treasurer of the Club and 6 (Six) other members to be nominated by General Committee in consultation with the Trustees and ratified at a February Annual General Meeting of the Club.

- (1) Such ratified members, except the Trustees; the Honorary Treasurer of the Club shall hold their respective memberships of the Capital Expenditure



Coordinating Committee for a maximum period of 2 (Two) terms of 3 (Three) years each and shall among themselves, at their Inaugural Meeting elect respectively the Chairman and the Secretary of the Capital Expenditure Coordinating Committee.

his membership

(2) The Honorary Treasurer shall hold his membership of the Committee during the term of his election as such Honorary Treasurer.

(3) The Committee shall be composed of members who are renowned professionals with both general



experience and specific expertise in, but not limited to,

- (i) Architecture;
 - (ii) Engineering;
 - (iii) Quantity Surveying.
- (4) Such membership shall be renewable at a February Annual General Meeting of the Club.
- (5) The Quorum for this Committee shall be 4 (our) members one of whom must be a Tustee of the Club.
- 6) The Capital Expenditure Coordinating Committee shall be independent of the



General Committee of the Club with the following Terms of Reference:-

TERMS OF REFERENCE:

- (a) To assure members that Capital Expenditure Budget at Main House level and Section level are rational and prioritized with funds available.
- (b) To assure members that planning approach to Capital Expenditure is not political but considers entire Club needs prioritizes and sequences spending as a long term plan of 3 (Three) years – 5 (Five) years ahead.
- (c) To coordinate a 3 (Three) years – 5 (Five) years Capital Expenditure Plan and keep it current on an ongoing basis.”



- (d) To appraise all budgets for Capital Expenditure of the Club submitted to it by General Committee and make recommendations to the members at every February Annual General Meeting and every August Half Annual General Meeting of the Club as to which long term Capital Expenditure Plan based on a Club-wide perspective is needed by the Club with such funding which must have been well sourced by the Initiators of such expenditure to be utilized with indefatigable exertions.

- (e) The Capital Expenditure Coordinating Committee shall meet every 3 (Three) Months or as may be necessary and report to the members at every February Annual General Meeting and every August Half Annual General Meeting of the Club.



- (f) The Capital Expenditure Coordinating Committee may invite the Club Chairman; the Golf Captain/Chairman of any Section of the Club; the Premises Adviser of the Club; the General Manager of the Club; the External Auditors or Internal Auditor of the Club and any member of staff or member of the Club to attend any of its meetings.

- (g) Minutes of each meeting of this Committee as signed by the Chairman and Secretary shall be circulated to the Trustees, the Club Chairman and other members of the General Committee.

21.8 ENTERTAINMENT AT MEETINGS

- (a) All entertainments of food and drinks at all formal General Committee and Sub-Committee meetings shall be at the venue of such meetings, and must come from



Club's Kitchens and bars.

- (b) Entertainment of each member present at such meeting shall not exceed N500.00 per person. This may be reviewed from time to time by the General Committee.
- (c) No entertainment of any type by an officer of the Club except as in section (a) above is allowed.

22.1 GENERAL MEETING

- (a) General Meetings of the Club shall be held on 4th Thursday in February and August of every year.
- (b) Notice of such meeting shall be posted on the Notice Boards of the Club at least twenty-one days before the date appointed for the meeting.



- (c) There shall be posted on the Notice Board at least seven days before the date appointed for the meeting audited Statements of the Club's accounts for the preceding period of six months ending on 31 December as the case may be.
- (d) At such meetings the General Committee shall present the said accounts and a report upon the affairs of the Club for the same Period.

22.2 SPECIAL GENERAL MEETING

- (a) The General Committee shall at any time and whenever requested in writing by at least Two Hundred (200) Financial Ordinary Members or Life Members call a Special General Meeting. At least twenty Financial Ordinary Members or Life Members from each of the Sporting



Sections must be signatories to the request for a Special General Meeting before such a meeting can be held.

- (b) Upon such a request for a Special General Meeting having been duly received by the General Committee, the General Committee shall; within 21 days of the receipt of such request convene a Special General Meeting.
- (c) Notice of the Special General Meeting with a statement of its agenda shall be posted on the Club's notice boards at least seven days before the date of the meeting.

22..3 GENERAL MEETING DELEGATES

- (a) It is proposed that Sections shall appoint delegates to attend all General Meetings of the Club. The delegates are to discuss and present the views of their various sections.



The delegates would vote along with all other financial members present at the General Meetings.

(b) The numbers of delegates per Section shall be computed as follows:

Four delegates per Section made up of Chairman / Captain, Vice - Chairman / Captain, Secretary, Treasurer of the Section and 1 delegate each for every 500 members. No Section shall have more than 10 delegates no matter the size of the Section.

(c) The members of the Sections at their Annual General Meetings shall elect their delegates to the Club's Annual General Meetings.



23 TRUSTEES POWER TO CONVENE SPECIAL GENERAL MEETING

- (a) Where in the opinion of the Trustees the General Committee has failed, refused and/or neglected to convene a Special General Meeting which has been duly requested for in accordance with the Club rules, the Trustees shall have the power and authority upon such failure, refusal and/or neglect to convene such a Special General Meeting.
- (b) That such a meeting as convened by the Trustees shall be deemed to be properly held and all matters, decisions and resolutions thereat discussed, taken and passed shall be deemed to be proper and lawful.
- (c) Where at any General Meeting or any Special General Meeting duly convened



neither the Chairman nor the Vice-Chairman are available, willing or capable to preside at such a meeting, any of the Trustees of the Club in such circumstances is hereby empowered and authorized to preside over and conduct the business of such a General Meeting or a Special General Meeting or alternatively nominate a past Chairman of the Club present to preside over such a meeting.

24. AGENDA AT GENERAL MEETING

- (a) No subject shall be debated and no resolution shall be moved at any General Meeting without the consent of the Chairman unless notice thereof shall have been posted in the Club's Notice Boards at least 7 days before the meeting.



(b) Any member wishing to propose any resolution at a General Meeting shall accordingly give notice thereof in writing to the Honorary Secretary submitted to the office of the General Manager on or before 6.00p.m and duly acknowledged at least 10 days before the date of the meeting.

(c) The Proposer or Secunder wishing to propose any subject for debate on the floor of the House or move any resolution must be a financial Ordinary or Life Member as at the date and time of making such a proposal in accordance with the Rules of the Club and either or both of them must be physically present at the meeting at which the subject is to be debated and or the resolution moved.

(d) Any proposal which is not in



compliance with the Rules of the Club shall not be entertained at any General or Special General Meeting.

25. GENERAL MEETINGS QUORUM

- (a) At any General or Special General Meeting, fifty (50) Financial Ordinary or Life Members present at the time when the meeting commences business shall form a quorum.
- (b) All questions or issues or matters shall be decided by a majority of members present.

26. MINUTES BOOK AND ACCOUNTS

The Minutes Book of the proceedings of the General Committee and Statutory Sub-Committees shall be made available to any Ordinary/Life Member on request to the



Honorary Secretary.

The Minutes Book of the proceedings of the General Committee for the past Half Year and Account as audited shall be made available for inspection by any Ordinary/Life Member of the Club, during 15 days preceding a half year General Meeting; but on no account shall these records be removed from the Club Premises for such inspection.

27. FINANCE

The financial Half-year of the Club shall be from the 1st January to the 30th June and from 1st July to the 31st December of each year.

- (a) All expenditure (Current, Capital or otherwise) of the Club must be duly countersigned by the Honorary Treasurer of the Club.



- (b) There shall be two Current Accounts (i.e. one Operating Account and the other Capital Account for Ikoyi Club 1938). There shall be no transfer of funds between the two-said accounts without the approval of the General House.
- (c) All Capital projects and Capital expenditure of the club in excess of N1,000,000:00 (One Million Naira) must be duly approved by Members at General Meetings or a Special General Meeting duly convened for that purpose.
- (d) All Main House and Sectional Capital Expenditure Budgets based on a long term planning of 3 (Three) years – 5 (Five) years must in the first instance through the Budget Sub-Committee be submitted half yearly to the General Committee for an “approval in



principle” and the General Committee shall thereafter forward same to the Capital Expenditure Coordinating Committee for final appraisal and recommendations of a long term all encompassing Capital Expenditure Plan to members for approval at a February Annual General Meeting or an August Half Annual General Meeting.

(i) Such long term all encompassing Capital Expenditure Budget Plan as approved by the members of the Club shall thereafter be forwarded to the General Committee by the Capital Expenditure Coordinating Committee for the Club's implementation through due process of tendering and project supervision under all relevant Club Rules.

(ii) All Sectional Capital Expenditure as approved by the members at



a February Annual General Meeting or an August Half Annual General Meeting of the Club shall be eligible for not more than 50% (Fifty Per Centum) funding by the Main House, whilst a non-sporting capital project shall be wholly funded by the Section concerned.”

- (e) A Capital Project may be wholly funded by a Section provided the value of the total Capital Projects in a period is not more than 75% of the Section's available funds.
- (f) No Capital Expenditure shall be embarked upon in any part of the Club without sufficient funds being available or projected to meet their costs at the time of proposing the capital expenditure in the budget for an approval in principle by the General



Committee of the Club.”

(g) (i) Any Capital Project initiated by a Section must engage the attention of the Section Committee.

(ii) Where such a project needs a specialist contractor(s) to execute same the Section may suggest the name(s) of such specialist contractor(s) in the report of the Section's Committee to the General Committee.

(iii) Subject to Rule (d) (i); and Rule 27 (d) (ii) the entire capital expenditure by a Section based on a long term planning of a 3 (Three) years – 5 (Five) years must in the first instance; through the Budget Sub - Committee, be submitted half-yearly to the



General Committee for an “approval in principle” and the General Committee shall thereafter forward same to the Capital Expenditure Coordinating Committee for final appraisal and recommendations of a long term all-encompassing capital expenditure plan to members for approval at a February Annual General Meeting or an August Annual General Meeting of the Club.”

- (iv) Capital items whose total value is more than N1,000,000:00 (N1 million) must be referred to the Tenders Sub-Committee.
- (v) All Capital Expenditure Budget for a Section shall subject to Rule 27(d) be initiated by the relevant



Section of the Club. Each Section of the Club shall present its Recurrent Budget at every February Annual General Meeting and every August Half Annual General Meeting of the Section for approval by members of the Section.

- (h) The General Committee itself (or a Sub-Committee appointed by it) shall vet and approve applications for loans for the purchase or refurbishment of cars.

28. ACCOUNTS

The General Committee shall cause proper books of accounts to be kept.

- (a) The General Committee shall scrutinize the accounts of the Club from month to month.



The Audited Account should be posted in all Club's Notice Boards.

The accounts shall be audited by an Auditor or Auditors, appointed by the General Committee, as soon as possible after the end of each financial half-year.

(b) (i) All reports by the Honorary Treasurer of the Club to the General Meeting must include the External Auditor's report on the Management of the Club for the relevant period.

(ii) These shall be posted in all Club's Notice Boards seven days before the General Meeting.

(c) Every Financial Statement prepared by the General Committee and presented to the General Meeting of the House for



consideration which should include a declaration, titled “Post Balance Sheet Events” stating that there are no post balance sheet events which affect the information provided in these financial statements.

(d) The report of the External Auditors which shall include a statement that the Account has been prepared in accordance with the Accounting guidelines of the Nigerian Accounting Standards Board.

(e) Account for Club and Sponsored Events:

(i). The Treasurer shall ensure the preparation of accounts for every Club or sponsored sporting or other events or activities not later than fourteen (14) days after the holding of the event or activity and



present the accounts to the General Committee at the following business meeting of the Committee.

- (ii) In respect of sections, the Section Treasurer shall render the accounts of every section or every sponsored event or activity to the Section Committee not later than fourteen (14) days after the holding of the event or activity and the Chairman of the Section shall present the accounts at the following business meeting of the General Committee.

29 BUDGETS

- (a) Subject to Rule 27(d) and Rule 27(d) (i) above the General Committee shall every half year prepare and forward a long-term all-encompassing Capital



Expenditure Budget it has approved in principle to the Capital Expenditure Coordinating Committee and shall also present a Recurrent Budget at every February Annual General Meeting and every August Half Annual General Meeting of the Club for approval by members of the Club.

- (b) The total Capital budgets should not exceed 75% of total available Capital funds of the Sections and the Club.
- (c) Every Section of the Club shall be run on its Annual Budget both Capital and Recurrent which must be presented and deliberated upon and duly approved at a meeting of the members of the Section prior to each February Annual General Meeting or August Half Annual General Meeting of the Section before presentation to the General Committee



Through the Budget Sub-Committee for approval and subject to Rules 27(d)(i) and 27(d)(ii) for an approval in principle only in the case of a Capital Expenditure Budget.

- (d) There shall be no extra budgetary Capital expenditure without the approval of the General Meeting except in cases of emergency which must be reported at the following General Meeting.

30. RECEIPTS

- (a) (i) All entrance fees, subscriptions and moneys due to the Club and any other money payable for any sponsored sporting or other events or activity involving any section of the Club shall be payable to the Honourary Treasurer of the Club



and his receipt shall be the only sufficient discharge.

(ii) The Treasurer shall ensure the preparation of the Accounts of every Club or sponsored sporting or other events or activity not later than 14 days after the holding of the event or activity and present the Accounts to the General Committee at the following business meeting of the Committee.

(iii) In respect of Sections the Section Treasurer shall render the Accounts of every sponsored event or activity to the Section Committee not later than 14 days after the holding of the event or activity and the Chairman of the Section shall present the accounts



at the following business meeting of the General Committee.

- (b) Each of the receipts shall carry the Honorary Treasurer's signature.

31. CLUB PROPERTY

- (a) No Club property shall be removed from the Club premises without the consent of the General Committee.
- (b) The property of the Club shall not be alienated to individuals or Companies without the consent of the General Committee.

32. OPENING HOURS FOR BARS AND TELEVISION ROOM

- (a) The Main Bar shall be opened as follows:



Monday to Thursday 9a.m. – 2a.m.
Friday & Saturday till less than two
members in the bar or 4.00a.m,
whichever is later. Sunday 10.00a.m. to
2a.m.

The General Committee is empowered
to alter the bar hours consistent with the
requirement of the Club licence and as
occasions arise.

(b) **Television Room**

The Television room shall be opened daily
as long as the Main Bar is opened.

(c) **Sectional Bars**

Section Committees are empowered to
fix the opening hours of their Bars
provided they are not in conflict with the
Club's rules.



33. BARTARIFF

- (a) The tariff of prices for drinks etc. shall be prominently displayed in the Bars and on the Notice Boards.
- (b) All prices shall be subject to alteration without prior notice to members but with the approval of the Chairman who shall adequately inform the General Committee.
- (c) The “Mark-up” percentage (%) on items purchased by the Club in arriving at the tariff of prices for drinks, food etc. shall not exceed twenty five percentage (25%) or any other percentage as may from time to time be determined by the General Meeting.
- (d) Food/Drinks are not allowed in the Club Premises except for sponsorship



purposes. Any infringement of this rule by a member or his guest shall render such member liable to proceedings under Rule 9.

34. METHOD OF PAYMENT

- (a) (i) Payment for Entry Fees, Subscription and Levies shall be made by Cheques, Certified Bank Cheques, Electronic payment or such other financial instruments issued in favour of Ikoyi Club 1938 as may be approved by the General Committee. The Club shall not be liable for any payment not made in the manner prescribed above.
- (ii) Any intending member/member that makes payment other than in the manner prescribed above shall for the intending member,



be subject to the provisions of Rule 9.

- (b) All purchases in the Club Bars and Kitchens etc. shall be paid for in cash, electronic payments or such other instruments approved by General Committee.

35. DRESS CODE

- (a) Minimum standard of Dress in the Main Bar, Cads Bar, Bamboo Bar, Restaurant and Television Room shall be as follows:

Gentlemen: Long or Short Sleeve Collared Shirt and Trousers, National Dress of the member, Safari Suit.

Ladies: Normal Dress wears but not Sport Dress.



- (b) Members or their guests who are not otherwise properly dressed may use other attire in the Club.
- (c) Notwithstanding any rule to the contrary, the Committee may stipulate mode of dress for specific occasions.
- (d) Any infringement of the rule shall be dealt with under Rule 9.

36. ANIMALS AND OFFENSIVE WEAPONS

Animals and pets, firearm or other offensive weapons are not allowed in any part of the Club Premises. Any infringement of this Rule by a member or his guest shall render such member liable to proceedings under Rule 9.



37. CLUBS WITH RECIPROCAL MEMBERSHIP

The Committee may from time to time consider reciprocal membership with Clubs outside Nigeria.

The Clubs currently with reciprocal membership are:

- Doha Club, Qatar
- Royal OverSeas League, London
- Kumasi Golf Club, Asanti, Ghana
- Tessano Club, Accra, Ghana
- Achimota Club, Accra, Ghana

38. OBLIGATIONS OF ALL MEMBERS OF THE GENERAL COMMITTEE

- (a) The new General Committee Members should swear to an Oath of Office to be administered by a Trustee or Trustees



delegate immediately after the declaration of the election results.

- (b) (i) Office Bearer/Officers either acting together or singly, shall not usurp the power of the General committee.
- (ii) Office Bearers/Officers have no right to apply for and obtain any banking facilities, and/or run the Club into an “Overdraft” in its Current Account. When however, they feel it is necessary to obtain such facilities they may seek the approval of the General Meeting.
- (c) In order to ensure that the selflessness, true commitment to duty and immaculate probity of all elected and appointed officers of Ikoyi Club 1938 never become the focus of inquiry, or the



object of aspersion, or the subject of the slightest doubt, on no account whatsoever should any serving member of the General Committee (or any Sub-Committee of Ikoyi Club 1938) ever seek to contend, or attempt to contend, or contend, or permitted to contend the award of any contract, works, services, consultancy, or other professional/business engagements however called or described to be carried out for the Club in exchange for remuneration or reward, either in person or by proxy, or by nominee (corporate or individuals including their spouse and children) during such tenure of office. All persons who seek elective (or appointed) offices at Ikoyi Club 1938 are to be warned in advance of this non-negotiable stricture upon their freedom to so engage in enterprise while in service, and should be prepared to take



an oath solemnly pledging obedience to this obligation pertaining to the occupancy of such office, while it subsists. The penalty for transgression shall be expulsion from Ikoyi Cub 1938.

(d) (i) Members of the General Committee of any Sub-Committee of the Club shall not vie for or otherwise be interested in the award of any contract, procurement, consultancy for services or other business engagement by the Club in exchange for reward during their tenure of office. The infraction of this sub-rule shall attract Disciplinary proceedings under Rule 9.

(ii) The prohibition in sub-rule 38 (d) (i) of this Rule includes any proxy, nominee, spouse and or Children of



such member(s), corporate or individuals.

(iii) Members seeking elective office or accepting appointment to such offices shall be warned in advance in their nomination form of this restriction in their freedom to engage in enterprise.

(iv) Where the General Committee or Trustees form the opinion that a member has not kept to the tenets of this sub-rule, it shall refer such member to the Disciplinary Committee under Rule 9, and if found liable such member shall be expelled from the Club.

(e) (i) It is not prohibited for a member serving in the General Committee, or in any Sub-Committee to render

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ex-gratia services of any kind to the Club Provided that the prospect of the engagement of such member for such service is displayed on all Notice Boards of the Club in advance of the rendering of such service.

(ii) Such Notice shall inform members that any objection to such particular engagement should be in writing, informing the General Committee or the particular Sub-Committee of the reasons for such objection within 7 days of such display on the Notice Board.

(iii) A member offering such a service shall not be entitled to sit in a meeting where such objection is being deliberated upon by the General Committee or a particular



Sub-Committee. Decision of the General Committee or the particular Sub-committee shall be final in such matter.

(f) The Club shall not discourage members from seeking or vying for contracts, provision of services, consultancy or other business engagement for reward from the Club Provided such offers go through Club's due process procedure. The names of successful competent member, company, the type of business engagement and amount shall be displayed in all the notice boards of the club every six months.

(g) (i) Invitation to bid in all Tenders shall first be placed on the Club's Notice Boards. Both members and non-members shall be entitled to bid. In



the event of a competent member returning an equal bid with a non-member, the bid of the member shall be given the right of first refusal.

(ii) No award of contract or job order under this sub-rule shall be made until the bid period prescribed by the General Committee or the particular Sub-committee has elapsed.

(h) The Club's Officers/organs in whom responsibility for the nomination, selection, and appointment of consultants to oversee its projects is vested shall attend to this important duty with great circumspection and formality. All necessary precautions must be taken to ensure that the consideration by the Club for appointment is geared towards the attainment of the Club's objective, goals and ideals alone, and to nothing else.



- (i) On no account shall the General Committee award any Contract without proper scrutiny of relevant documents, which must be produced before it.

39. CONFLICT

- (a) Members who use the various sections of the Club e.g. Golf, Swimming, Tennis, etc. Should acquire copies of the rules which apply to those sections.
- (b) In the event of any conflict between Sectional Rules and these rules, the Club rules shall prevail.



40 AMENDMENT OF RULES (i)

These Rules may be added to, repealed or amended by a Resolution passed by a simple majority at the February General Meeting of the Club.

