

SCALE MODELLERS MALAYSIA  
(SMM)

RULE 1	..	NAME
RULE 2	..	PLACE OF BUSINESS
RULE 3	..	AIMS AND OBJECTIVES
RULE 4	..	MEMBERSHIP
RULE 5	..	ENTRANCE FEE, SUBSCRIPTION AND OTHER FEES
RULE 6	..	CESSATION AND DISMISSAL OF MEMBERS
RULE 7	..	GENERAL MEETING
RULE 8	..	COMMITTEE
RULE 9	..	DUTIES OF OFFICE BEARERS
RULE 10	..	FINANCIAL PROVISIONS
RULE 11	..	TRUSTEES
RULE 12	..	INTERPRETATION
RULE 13	..	AMENDMENTS TO RULES
RULE 14	..	DISSOLUTION

**RULES OF**  
**SCALE MODELLERS MALAYSIA (SMM)**

**RULE 1      NAME**

(1) Club is known as SCALE MODELLERS MALAYSIA (SMM) hereinafter referred to as “SMM”.

(2) “model” means a small representation of an existing or planned object notwithstanding type(s) of materials used to manufacture the representation

“modelling” means the act or craft of assembling smaller parts to achieve the end result of a complete model

“scale model” means a smaller representation of an object proportional in ratio to the actual object

**RULE 2      PLACE OF BUSINESS**

Its registered place of postal communication shall be 2, Jalan Hujan Abu 3, Overseas Union Garden, 58200, Kuala Lumpur or at other place or places as may from time to time be decided on by the Committee.

**RULE 3      AIMS AND OBJECTIVES**

(1) To cultivate interest in the hobby of scale modelling, particularly through use of commercially manufactured scale model kits, and to provide information, data,

and other assistance to such members to continually raise the standards and techniques of their work.

- (2) To ensure timely exchange of modelling information while guarding against the compromise of commercial planning and to ensure that the modellers' correspondence or discussion is not directed into areas of national security and to establish and maintain liaison with foreign plastic modellers' societies.
- (3) To provide for the members' interests by keeping them informed through SMM's publications or announcements. Members will also be warned of unscrupulous practices within the industry, by private individuals, or by fellow members.
- (4) Publish at determined intervals, articles or highlights of interest to the majority of the membership on scale modelling and related subjects, including current information pertaining to the hobby and associated industries.

#### **RULE 4 MEMBERSHIPS**

- (1) Memberships are categorised as below:
  - (a) Ordinary Member  
Open to all Malaysian citizenship of 18 years old or above who are interested in scale modelling; and
  - (b) Associate Member  
Open to all Malaysian citizenship below 18 years old who are interested in scale modelling.
- (2) An Associate Member shall have no right to vote in a general meeting nor can be elected to be a Committee Member but enjoys all other rights and privilege of an Ordinary Member.

- (3) Every application for membership shall be submitted to the Committee for approval. The Committee may at its discretion reject any application without assigning any reasons thereof.
- (4) Any applicants accepted for membership agrees to abide by the terms and conditions of the Constitution and By-Laws of SMM and regulations and directives promulgated by the Committee with regards to SMM's function.
- (5) Every applicant whose application has been approved as aforesaid shall, upon payment of the prescribed entrance fee, be admitted as a member of SMM and shall be entitled to all the privileges of membership.

#### **RULE 5      ENTRANCE FEE, SUBSCRIPTION AND OTHER FEES**

- (1) The membership entry fee payable shall be RM30 ( Ringgit Malaysia Thirty Only)
- (2) Special subscriptions or levies for particular purposes may be raised from member by resolution of the general meeting of SMM. Members who fails to pay such subscription or levies within such period as may be resolved, shall have his/her membership automatically struck off .

#### **RULE 6      CESSATION AND DISMISSAL OF MEMBERS**

- (1) Any member who wishes to resign from SMM shall give two weeks' notice in writing to the Secretary.
- (2) Any member who fails to comply with the rules of SMM or has acted in any manner to bring disrepute upon SMM may be expelled or suspended for a period

of time as the Committee deems fit. Before the Committee expels or suspends the member, the member shall be informed of the grounds for such expulsion or suspension in writing and be given an opportunity to explain himself in person. Such suspension or expulsion shall be enforced, unless otherwise reversed by a general meeting upon appeal by the said member.

## **RULE 7      GENERAL MEETING**

- (1) The supreme authority of SMM is vested in a general meeting of the members. At least one-half of the voting membership of the Society or the voting members present represent twice the total number of Executive Committee members, whichever is the lesser, must be present at a general meeting for its proceedings to be valid and constitute a quorum.
- (2) If half an hour after the time appointed for the meeting a quorum is not present, the meeting shall be postponed to a date (not exceeding 30 days) to be decided by the Committee; and if a quorum is not present half an hour after the time appointed for the postponed meeting, the members present shall have the power to proceed with the business of the day but shall not have the power to alter the rules of SMM or make any decision affecting the whole membership.
- (3) An annual general meeting of SMM shall be held as soon as possible after the close of each financial year on a date and a time and place to be decided by the Committee. The business of the annual general meeting shall be:-
  - (a) to receive the minutes of the previous annual general meeting;
  - (b) to receive the Committee's report on the working of SMM during the previous year;

- (c) to receive the updated Treasurer's report and the accounts of SMM for the previous year;
  - (d) to deal with such other matters as may be put before it.
- (4) SMM shall notify members via social media ( Facebook or homepage) before the Annual General Meeting.
- (5) An Extraordinary General Meeting of SMM shall be convened:
  - (a) Whenever the Committee deems it desirable; or
  - (b) At the joint request in writing of not less than twice the number of committee members or one fifth (1/5) of the total number of members with the right to vote by narrating the purpose and cause of the meeting. The request must be sent to SMM's Secretary.
- (6) An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty days of the receipt of such requisition.
- (7) Notice and agenda for an extraordinary general meeting shall be informed by the Secretary to all members via social media at least fifteen days before the date fixed for the meeting.
- (8) Rules 7 (1) and 7 (2) of this rules relating to quorum and postponement of an annual general meeting shall apply also to an Extraordinary General Meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed extraordinary general meeting requisitioned by the members, the meeting shall be cancelled, and no extraordinary general meeting shall be requisitioned for the same purpose until after the lapse of at least six months from the date thereof.

## **RULE 8      COMMITTEE**

(1) A committee ( henceforth known as the Committee) consisting of the following, who shall be termed the office-bearers of the Society, shall be elected at the annual general meeting:

A President

A Vice President

A Secretary

A Treasurer

Four (4) ordinary Committee Member.

(2) All office-bearers of SMM and every officer performing the executive functions in SMM shall be Malaysian citizens.

(3) Names for the above offices in paragraph (1) shall be proposed and seconded and election will be by a simple majority vote of the members in an Annual General Meeting. All the office-bearers shall be eligible for re-election each year.

(4) The function of the Committee is to organize and supervise the day-to-day activities of SMM and make decision on matters affecting its running within the general policy laid down by the general meeting. The Committee may not act contrary to the express wishes of the general meeting without the prior reference to it and shall always remain subordinate to the general meeting.

(5) Where any urgent matter requiring the approval of the Committee ,these conditions must be fulfilled before a decision of the Committee is deemed to have obtained:

(a) At least half of the number of Committee members must indicate whether they are in favour or against the proposal; and

- (c) The decision must be by a majority vote.
  
- (7) In the event of the death and resignation of a member of the Committee, the Committee shall have the power to elect other member to fill the vacancy until the election in the next annual general meeting.
  
- (8) The Committee may appoint any sub-committee for any purpose arising out of or connected with any of the duties, functions and aims laid down under the rules. Any members can become members of these sub-committee.

## **RULE 9 DUTIES OF OFFICE BEARERS**

- (1) The President, during his term of office preside at all general meetings and all meetings of the committee and shall be responsible for the proper conduct of all such meetings.
  
- (2) The Vice President shall deputize for resident during the latter's absence.
  
- (3) The Secretary shall be responsible for conducting all correspondences and keeping all books, list of assets, documents and papers except accounts and financial records. He shall keep a membership register.
  
- (4) The Treasurer shall be responsible for the finances of the Society . He shall keep accounts of all its financial transactions.
  
- (5) The Ordinary Committee Members shall carry out such duty as directed by the President or the Committee.



## **RULE 10 FINANCIAL PROVISIONS**

- (1) Subject to the following provisions in these rules, the funds of SMM may be expended for the purpose necessary for the carrying out its objectives.
- (2) The Treasurer shall be the custodian of the Society's funds and release the funds as and when required and agreed to by the Committee.
- (3) As soon as possible after the end of each financial year ( 31<sup>st</sup> December ), a statement of receipts and payments and a balance sheet for the year shall be prepared for the information of the members.
- (4) The financial year of the Society shall commence on the 1<sup>st</sup> January and end on the 31<sup>st</sup> December every year.

## **RULE 11 TRUSTEES**

- (1) Trustees, who must be over 21 years of age, can be appointed by the Committee and shall hold office for a period as required SMM. All immoveable assets owned by SMM shall be held on trust by the Trustees by execution of a Trust Deed.
- (2) The Trustees shall not sell, repossess, transfer, charge or otherwise any properties belonging to SMM without prior approval and power vested by SMM's Committee.
- (3) A Trustee may be dismissed from his position due to unfit due to illness, mentally unsound, being out of jurisdiction or other reasons which may cause the said Trustee to be incapable of discharging his duties satisfactorily. In the event of death, resignation or dismissal of a Trustee thus creating a vacancy which may be filled by a newly elected Trustee by the Committee.

## **RULE 12      INTERPRETATION**

- (1) In between holding general meetings, the Committee may give its interpretation of the rules and when necessary, decide on matters not provided for in the Rules.
- (2) Save and except for matter contrary to the policy of that decided by the general meeting, the decision of the Committee against the members shall be absolute unless overruled by the decision of the general meeting.

## **RULE 13      AMENDMENTS TO RULES**

These Rules may not be amended except by resolution of a general meeting. Such amendments shall take effect from the date of their approval.

## **RULE 14      DISSOLUTION**

- (1) SMM may be voluntarily dissolved by a resolution of not less than three fifth (3/5) of the total voting membership present in a general meeting convened for such purpose.
- (2) In the event SMM shall be dissolved as provided above, all debts and liabilities legally incurred on its behalf shall be fully discharged, and the remaining funds shall be disposed of in such manner as may be decided upon by a general meeting.