

# Constitution of the International Mirror Class Association of South Africa

First Approved: 28 April 2014

## 1. Title

The full title of the Association shall be **THE INTERNATIONAL MIRROR CLASS ASSOCIATION OF SOUTH AFRICA.**

## 2. Objects

The objects of IMCASA are to promote and further the interests of the Mirror Class throughout South Africa and to represent the interests of the members as follows:-

- (a) to maintain the one-design character of the International Mirror Dinghy.
- (b) to organise and co-ordinate National and Regional championships and South African representation at International Events and generally to encourage the safe and seamanlike use of the International Mirror Dinghy.
- (c) to encourage National and International competition in South Africa for the Class.
- (d) to keep members informed of developments concerning the Class and any proposals concerning IMCASA Rules and the International Class Rules.
- (e) to negotiate with the International Association on any matters relating to the International Class Rules.
- (f) to promulgate information on technical development within the International Mirror Class.
- (g) to co-ordinate and manage the affairs of the Class in South Africa.
- (h) to liaise with South African Sailing both on a National and a Regional level.
- (i) to keep a Register of members and boats.

## 3. Terms and Definitions

Throughout these rules the following defined terms will be used:-

- (a) "IMCASA" shall mean the International Mirror Class Association of South Africa.
- (b) "The International Association" shall mean the International Mirror Class Association recognised by ISAF and formed to control the affairs of the International Mirror Class throughout the world.
- (c) "SAS" shall mean South African Sailing.
- (d) "The Committee" shall mean the committee of IMCASA, consisting of duly elected committee members and those members co-opted.
- (e) "The Class Secretary" shall mean the duly elected Secretary or duly appointed Secretary, as the case may be, of IMCASA.
- (f) "The IMCASA Rules" shall mean these rules governing the conduct of IMCASA.
- (g) "The IMCASA Register" shall mean:
  - a. the register of owners of Mirror Class Dinghies in South Africa, with their name, addresses, contact details, name and number of the boat (to be kept as hereinafter provided), and

- b. the register of members of IMCASA, with their name, addresses and contact details (to be kept as hereinafter provided).
- (h) "The Class" shall mean the class of sailing dinghy designed by Jack Holt and Barry Bucknell and made in accordance with their drawings and specifications, and known under the name International Mirror Class Dinghy, copyright owned by ISAF.
- (i) "ISAF" shall mean the International Sailing Federation.
- (j) "The Measurement Rules" shall mean the International measurement rules issued by ISAF as part of the International Class Rules and relating to measurement and construction of the class and governing the building of each International Mirror Class Dinghy and its rating as a recognised boat within the Class for Class racing purposes.
- (k) "The Registered number" shall mean the sail number allocated to the boat by the ISAF.
- (l) "Measurement Certificate" shall mean a measurement certificate to be issued, ratified and endorsed as hereinafter provided and recording, inter alia:
  - i. The registered number of the boat and the owner's name and address.
  - ii. The fact that such International Mirror Class Dinghy after construction and being officially measured, complied with the International Class rules together with such particulars as may be required by the International Class rules.
- (m) "Valid Measurement Certificate" shall mean a measurement certificate in which:
  - i. The particulars of ownership are up to date and as entered on the IMCASA Register.
  - ii. Any endorsement required by the Measurement Rules has been duly entered.
- (n) "Owner and Joint Owner" shall mean any person or persons, corporation or association entered on a certificate as owner or joint owner of an International Mirror Class Dinghy.
- (o) "Member" shall mean any person holding one of the classes of membership defined in 4 below and "Members" shall be construed accordingly.
- (p) "General Meeting" shall mean either a meeting of IMCASA as defined in 7 below.
- (q) "Postal Ballot" shall mean written or any electronic communication.
- (r) "Region" shall mean the Regions as defined by SAS.
- (s) The word "shall" is mandatory and the word "may" is permissive.

The official language of IMCASA shall be English and in the case of any dispute over translation the English Text shall prevail.

#### **4. Membership and Voting Rights**

- (a) The following classes of membership shall be recognised:-
  - i. Ordinary Membership
  - ii. Family Membership
  - iii. Scholar Membership
  - iv. Sailing School Membership
- (b) Individual Membership shall, upon payment of the prescribed annual subscription, be open to any individual.
- (c) Family Membership shall, upon payment of the prescribed annual subscription, be open to any family. A family shall be defined as Father, Mother and any children under the age of 19 years. This shall entitle any or all members of that Family to compete in IMCASA events. Two members of the Family shall have the rights of Individual Membership relating to voting at a General Meeting and qualifying for nomination to the Committee or as an Officer of IMCASA.
- (d) Scholar Membership shall, upon payment of the prescribed annual subscription, be open to any individual under the age of 19 years. The prescribed annual subscription shall be 50% of the Individual Membership and the rights shall be equal to Individual Membership.
- (e) Sailing School Membership shall, upon payment of the prescribed annual subscription, be open to any recognised Sailing School in South Africa. A Sailing School shall be defined as bona-fide students of that school. This shall entitle any or all members of that Sailing School to compete in IMCASA events. The prescribed annual subscription shall be equal to the Family Membership. One member of the Sailing School shall have the rights of Individual Membership relating to voting at a General Meeting and qualifying for nomination to the Committee or as an Officer of IMCASA.

- (f) Members shall be bound by these IMCASA Rules.
- (g) Each Individual and Family Member (limited to two per Family) shall be entitled to one vote at a General Meeting of IMCASA.
- (h) All Members of IMCASA shall ipso facto be an equivalent Member of the International Association.
- (i) Termination of Membership - Membership may terminate by:-
  - i. Resignation in writing after payment of all current dues.
  - ii. Disbandment of IMCASA, or cessation of activities.
  - iii. Expulsion. For this, a meeting of the Committee shall be called with 7 days' notice, setting out reasons for the proposed expulsion. The member in question shall have the right to appeal against this decision (within 14 days) and may request a hearing in the presence of the Committee.

## 5. Management

- (a) The Officers of IMCASA shall consist of a Chairperson, Vice Chair, Class Secretary and Treasurer.
- (b) The Committee of IMCASA shall comprise the officers as in rule 5(a), Regional Representatives (one per Region), a Technical Rep and other members as required from time to time, provided there shall not be more than 3 other members.
- (c) Officers / Committee members shall be elected annually at a General Meeting of Members, or by Postal Ballot.
- (d) Every candidate for election shall be a member of IMCASA.
- (e) The Committee shall have powers to co-opt any person to assist it, whether a member of IMCASA or not, but such persons shall have no vote in Committee.
- (f) Anyone appointed by the Committee to fill a vacancy as a representative of a Region shall have a vote in Committee if they are the sole representative of that Region.
- (g) Committee members appointed to fill vacancies shall remain in office until the expiry of the term of office of the person whose position they have filled.
- (h) The affairs of IMCASA shall be managed by the Committee, which shall be the only body empowered to make recommendations to the International Association for making changes in the Measurement Rules.
- (i) The Chairperson shall take the chair at meetings of the Committee and at meetings of members, except that, where the Chairperson is unavailable, another Officer may deputise for them.
- (j) The Class Secretary shall keep correct minutes and records of all Committee and General Meetings, together with IMCASA Register and shall be responsible for communicating the decisions of the Committee to members of IMCASA, to the Secretary of the International Association and to SAS.
- (k) At meetings of the Committee, one-third of the elected members shall form a quorum. Meetings may take place by Postal Ballot.
- (l) The Committee shall have the power to make recommendations to the members in General Meetings, or by electronic communication, for alterations in or additions to these IMCASA Rules.
- (m) The Committee shall arrange the Annual National Championship of the class and may coordinate such Regional Championships as may be required. All matters pertaining to International Championships shall be attended to by the Committee in consultation with SAS, ISAF, the International Association and the host Club.
- (n) At least seven days' notice of the date, place and agenda for any Committee Meeting must be given in writing to each Committee Member. Any business conducted by correspondence shall always be circulated through the Class Secretary, and any Committee Member not answering a motion communicated to them in writing within five days shall be deemed to have agreed to such a motion.
- (o) Payment of Subscriptions or acceptance of a Measurement Certificate by an owner or joint owners shall ipso facto render Members and Owners subject to the jurisdiction of IMCASA or the Committee in any matter pertaining to class rules.
- (p) If upon winding up or dissolution of IMCASA there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members

of IMCASA, but shall be given or transferred to SAS who shall retain or transfer the same to some other institution or institutions having objects similar to those of IMCASA.

## **6. Powers of the Committee**

Subject to the provision of these rules, and in particular to the objects of IMCASA as expressed in Rule 2, the Committee shall be empowered to perform all functions of management and administration. The making of payments and receipts of monies shall be validly evidenced only by the approval of the Treasurer. Payments exceeding five times the Annual Family Subscription fee shall require the approval of the Class Secretary or Treasurer and at least one other Officer.

## **7. Conduct of Meetings of IMCASA**

- (a) The Annual General Meeting of IMCASA shall be held annually at a place judged by the Committee to be most convenient to the majority of members of IMCASA. The precise date, time and place shall be at the Committee's discretion. Normally this would be at the National Championships.
- (b) A Special General Meeting shall be called by the Chairperson or Class Secretary or upon receipt by the Class Secretary of a written request, signed by not fewer than ten full members of IMCASA.
- (c) At least twenty-one days written notice shall be given to members of any General Meeting.
- (d) At any General Meeting of IMCASA, ten members entitled to vote shall form a quorum.
- (e) At any General Meeting or Committee Meeting decisions shall be limited to items on the agenda and, other than those concerning Measurement Rules, shall be carried by a majority vote. Voting shall be by a show of hands, unless a poll is demanded by not fewer than five of the full members present. The Class Secretary shall be responsible for circulating all members or, in the case of Committee Meetings, all Committee members, with the result of any voting. In the event of a Postal Ballot, all returns shall be made to the Class Secretary within seven days of the date of posting the ballot paper.
- (f) At any General Meeting of IMCASA a decision in favour of a motion to recommend to the International Association a change in, or addition to, the Measurement Rules shall require a majority of two thirds of the members present entitled to vote.
- (g) Any motion to be put to a General Meeting of IMCASA shall be submitted in writing to the Class Secretary at least fourteen days before the date of such meeting.
- (h) Any motion put to a General Meeting of IMCASA shall not be considered unless the Proposer, or the Secunder or a person appointed by them to accept amendments to the motion on their behalf, is present. Any person so appointed must be a member entitled to vote.

## **8. Subscriptions and Registration Fees**

Subscriptions payable for all classes of membership of IMCASA shall be payable annually and shall be decided at the Annual General Meeting and shall become due on the first day of July. The Annual Subscriptions shall be valid for the sailing season which shall commence on 1 July and conclude on 30 June. Any member whose subscription has not been paid within three months of the date due may have his name removed from the list of members of IMCASA by the Committee. A member's name may be restored to IMCASA Register on payment of any subscriptions due.

## **9. Annual Contributions to the International Association**

A percentage of IMCASA's annual income from subscriptions, which shall be the same as that applied to all other National Mirror Class Associations, shall be contributed to the International Association annually as a general levy.

## 10. Accounts

- (a) The financial year end shall be 30 June.
- (b) The Committee shall cause true accounts to be kept giving full particulars of:-
  - i. All moneys, assets and liabilities of IMCASA.
  - ii. All moneys received and expended by IMCASA, and the reason for such receipts and expenditure.
  - iii. All sales and purchases by IMCASA.
- (c) The Committee shall cause an Annual Financial Statement to be prepared and presented at every Annual General Meeting of IMCASA.

## 11. Protection of 'One-Design' of the Class

- (a) IMCASA shall assist the International Association to maintain the one-design character of the Mirror Class Dinghy and shall report to the International Association any matter which may appear to violate or threaten the spirit of the International Class Measurement Rules.
- (b) No yacht shall be entered on IMCASA Register as an International Mirror Class Dinghy unless it has been supplied by an ISAF licensed Mirror Builder or Kit manufacturer.
- (c) Certificates for International Mirror Class Dinghies shall be obtainable from SAS upon production of a measurement form properly completed.
- (d) IMCASA shall arrange for inspection of certificates of all International Mirror Class Dinghies competing in National Championships, and shall arrange that entry forms for such Championships give notice that all certificates shall be inspected.
- (e) IMCASA and SAS shall be responsible for the appointment of Official International Mirror Class Measurers and for the compilation and distribution of measurement forms. No responsibility shall rest with IMCASA or SAS in respect of errors made by these Measurers. Official International Mirror Class Measurers may not measure their own Mirror Dinghies or sails, nor those built by themselves or their immediate relatives. Designers, builders and sailmakers or their Agents who are Official International Mirror Class Measurers may not measure their own products.

## 12. Class Racing

- (a) No boat shall be permitted, subject to 12(b) below, to race in any event for International Mirror Class Dinghies unless it holds a valid Measurement Certificate. In the event of the alleged loss of or damage to the Measurement Certificate, disqualification of the boat from the race may only be avoided by the immediate production to the race Committee of proof of registration.
- (b) International Mirror Class Dinghies sailing only at Club level including Club Open Meetings, but excluding all Regional, National and International Championships, shall not be subject to the International Measurement Rules.
- (c) For all IMCASA events there shall be two persons in each boat except in a race which has been specifically designated as single-handed. In order to compete in Regional and National competitions, membership of the Mirror Class Association is required for both the helm and crew.

## 13. Ranking Criteria

- (a) Each skipper's score on the ranking is based on events held after the last Mirror Worlds. The rankings are based on the two last Nationals and their best points scored in the Regional Championships held in any region in the past 2 seasons (Even if a Regional Champs does not get 10 boats it will still be able to be included as, because of fewer boats, the points awarded will automatically downgrade that event). In the case of Youth skippers, they may use the results of one of the Youth Nationals to replace another Nationals.

- (b) The scoring is attributed to the Skipper. The Crew named is the one who crewed in the last regatta that the Helm participated in.
- (c) For Regional regattas, the participants will score single points (e.g. 20 entries; come 1st and you get 20 points, 2nd 19 etc).
- (d) The Nationals will count for double points (e.g. 20 entries; come 1st and you get 40 points, 2nd 38 etc).

#### **14. Official Representation of IMCASA at International Events**

- (a) As South Africa get awarded 9 slots into the Mirror World Championships every two years, the selection for the team of 9 to officially represent IMCASA will be as follows:
  - a. Selections will be made approximately 6 months prior to the bi-annual Mirror World Championships.
  - b. The 1st 9 (nine) places will be based on the current rankings.
  - c. To be eligible participants must have sailed at least one Regional regatta.
- (b) Discretionary places will be determined by the Selection Committee and may be offered to sailors who:
  - a. Due to exceptional circumstances fail to achieve automatic selection
  - b. Performance achieved generally in regattas
  - c. Age and potential
  - d. Attitude and behaviour
  - e. Goals and aspirations
  - f. Other factors the selection committee considers appropriate.
- (c) The Selection Committee shall comprise of all the current committee members of IMCASA. There will be no appeals against the selection criteria and / or the decision of the Selectors.
- (d) Other members of IMCASA may attend the bi-annual Mirror World Championships but will not form part of the official IMCASA team.

#### **15. Trophies**

- (a) No National or Regional Championship trophy or title other than those specifically designated for non-RSA competitors, may be won by a person not normally resident in RSA.
- (b) Trophies owned by IMCASA shall be presented in accordance with the wish of the person/s who originally gave the trophy to IMCASA. IMCASA may decide that a trophy should be awarded for a different purpose. Consent should be sought from the donor of the trophy or their successor. If this is not possible, the decision shall be made by the Committee. Trophies of IMCASA are listed as per Annexure 1.

#### **16. Changes to the Constitution**

- (a) The IMCASA Rules shall only be amended in a General Meeting subject to a decision in favour of a motion to recommend an amendment to the IMCASA Rules shall require a majority of two thirds of the members present entitled to vote.

Acknowledgements: This Constitution is based on the UK Mirror Association constitution and various class associations duly recognised by SAS

## Trophies of IMCASA

National Champions Shield

First Crew

First 30 to 39 year old

First 40 to 49 year old

First 50 to 59 year old

First 60 and over

First Junior

First Lady

Youngest Competitor

Regional Trophy (1<sup>st</sup> 3 boats to count)