



SANA

South African Nursery Association
Suid-Afrikaanse Kwekersvereniging

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Nonprofit Organisation Registration number: 031-316-NPO
VAT No: 4240116287

NATIONAL HOUSE RULES: ALLIED, BULB AND SEED TRADE ASSOCIATION (ABSTA)

1. Mission Statement

To promote, strengthen and encourage best practice procedures of the association by enabling communication and promoting suppliers within the industry.

2. Goals

- 2.1 To promote co-operation and positive attitudes towards SANA and the green industry.
- 2.2 To strive for co-operation between retailers, growers and other members of the green industry.
- 2.3 To disseminate relative information pertaining to the association.
- 2.4 To promote the Garden Centre Competition.

3. Membership

- 3.1 Membership is only open to **SANA** members as per **SANA** requirements
- 3.2 **SANA** membership fees to be paid as per **SANA** instructions.
- 3.3 ABSTA encourages members to become full additional members of **GCA** (**GCA** partners).

4. Meetings

- 4.1 A minimum of 2 meetings per annum of which one will be the AGM held at the annual SANA convention.
- 4.2 Only SANA members are allowed to attend meetings.
- 4.3 SAGIC members are able to attend as guests and must be documented as such in the attendance register.
- 4.4 No meetings to be scheduled after the SANA Thanksgiving Dinner in November.

5. Voting:

Establishing a quorum:

A quorum will consist of 5 trade association members. If a quorum is not present within fifteen minutes after the time for which the meeting was convened, the meeting shall be postponed for one hour, and if there is then no quorum present, the meeting shall proceed and the members present shall constitute a quorum.

- 5.1 Only trade association members will be entitled to vote.
- 5.2 All principal members are entitled to one vote. All full additional association members are entitled to one vote.
- 5.3 Voting will take place by the raising of hands or by ballot if it's a sensitive matter, and



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50% +1 will be regarded as a majority.

5.4 If no majority is attained, the chairperson will have the determining vote.

6. AGM, Meetings and Nomination of office bearers:

- 6.1 The AGM is to be held annually to coincide with the **SANA** AGM at the annual Convention. In addition, a minimum of one national member meeting must be held annually. The AGM must elect a national chairperson, and vice-chairperson if so required.
- 6.2 The chairperson and vice-chairperson will stand for a two-year period, after which a new chairperson (and vice-chairperson if so required) must be elected.
- 6.3 The chairperson and/or vice-chairperson can serve a maximum of two consecutive terms.
- 6.4 The chairperson and/or vice-chairperson will constitute the committee and will preside over member meetings as and when these are called, and also execute all ABSTA functions.

7. Financials:

Financial statements will be presented at the **SANA** AGM if applicable.

8. Regional ABSTA:

Where applicable, the formation of a region must be approved by the **SANA** EXCO and is seen as a branch of **ABSTA**. In order to retain branch status, members of that branch must hold a minimum of one member meeting a year.

- 8.1 Branches must run autonomously with a trade association chairperson that is elected by members from that branch.
- 8.2 Each branch must have their own house rules that cannot be in conflict with the national house rules.
- 8.3 Branches cannot refuse members.

9. SANA Constitution:

This association abides by the **SANA** Constitution & code of conduct.