

Article 1: The name of the Association is “PARKVIEW ESTATE RESIDENTS ASSOCIATION LAGOS” (PVRA).

Article 2: The registered office of PVRA will be situated in Nigeria

Article 3: The object for which PVRA is established are:

3.1.1. To promote a secure, decent, peaceful and orderly environment for the benefit of the residents of Parkview Estate.

3.1.2. To make rules and regulations in the interest of PVRA.

3.1.3. To provide for the holding of sporting events, lectures, exhibitions, public meetings, classes and conferences calculated directly or indirectly to advance the cause of PVRA, whether general, or professional.

3.1.4. To encourage and support the development of the estate particularly in areas of recreation, safety and security.

3.1.5. To carry out investigations or surveys that may be required for the proper development or rehabilitation of the estate.

3.1.6 To mobilize resources for organizing development projects for the estate.

3.1.7. To promote and organize cooperation in the achievement of the above purposes and to that end to bring together representatives of the statutory authorities and voluntary organizations in Nigeria or any foreign organization or agency interest or engaged in the furtherance of the above purpose within the Federal Republic of Nigeria.

3.1.8. To provide endow, furnish and fit out with all necessary furniture and other equipment, and maintain and manage such buildings and other premises as may from time to time be required for the purposes of PVRA i.e. to reorganize, reconstruct, renovate and equip where necessary.

3.1.9. To employ all such officers and servants as may be required for the purpose of PVRA.

3.1.10. To accept subscriptions and donations (whether of real or personal estate), and devises and bequest for all or any of the purposes aforesaid. And to sell and dispose of, to lease and accept surrenders of leases of and manage all real estate (including leaseholds) so received and not required to be or capable of being occupied for the purpose of the association and generally to manage, invest and expend all monies belonging to PVRA.

3.2. In the furtherance of the above purposes, but not further or otherwise, PVRA may:-

3.2.1. assist anybody or bodies with similar objects, financially or otherwise;

3.2.2. obtain, collect and receive money and funds by ways of contributions, donations affiliation fees, subscriptions, legacies, grants and any other lawful method and accept and receive gifts of property of any description (whether subject to any special trusts or not):

3.2.3. Procure and provide information;

3.2.4. Procure to be written and print and publish issue and circulate gratuitously or otherwise any reports or periodicals, books, pamphlets, leaflets or other documents;

3.2.5. Arrange and provide for or join in arranging and providing for the holding of exhibitions, meeting, lectures and classes, concerts musical shows and symphonies

3.2.6. Promote, encourage, or undertake experimental work for the benefit of the members.

3.2.7. invest the monies of the PVRA not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) as may for the time being be imposed or required by law and subject also as hereinafter provided.

3.2.8. borrow or raise or secure the payment of money in such manner as PVRA may think fit and secure the same or the repayment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered by PVRA in any way whatsoever:

3.2.9. do all such other lawful things as are incidental or conducive to the attainment of the above objects.

3.3. In case PVRA shall take or hold any property which may be subject to any trusts, PVRA shall only deal with or invest the same in such manner as allowed by law, having regard to such trusts.

3.4. PVRA shall not support with its funds, any object or endeavor to impose on or procure to be observed by its members or others, any regulation, restriction, or condition that would make it a trade union.

Article 4: Membership

4.1. The following shall be eligible to become members of PVRA:

a) Bonafide owners of property situated within Parkview Estate;

b) Lawful tenants of (a) above.

PROVIDED that where a property is occupied solely by a tenant, the tenant shall be the eligible member.

4.2. For the purposes of 4.1. (a) above, a property owner shall include;

a) A person having proof of legal title to property situated within Parkview Estate;

b) A spouse of (a) above, where the proof of title is made out in the name of only one party;

c) The Chairman or a Director of a Company, nominated by the Company, where the property is owned by a Company;

d) A person who produces a bona fide Will or Letters Administration, or any other legal instrument in proof of ownership, where the property has devolved by inheritance.

4.3. All financial members shall be entitled to all rights and privileges of the Association and they can vote and be voted for.

Article 5: Rules and Regulations

5.1. In furtherance of its aims and objectives, PVRA shall have powers to make rules and regulations in the interest of its members.

Article 6: Trustees

There shall be a Board of Trustees ("the Trustees") who for the purpose of the Companies and Allied Matters Decree 1990 shall be known as "the Incorporated Trustees of "PARKVIEW ESTATE RESIDENTS ASSOCIATION LAGOS"

6.2. Only bonafide property owners shall be eligible to become Trustees.

6.3. The members shall appoint the Trustees.

6.4. The number of members of the Board of the Trustees shall be as determined by PVRA from time to time, provided the numbers is not less than 4 (four) at any given time.

6.5. New Trustees shall be appointed by a simple majority vote of members present at an Annual General Meeting of the Trustees with a circulated agenda of that purpose.

6.6. The Trustees shall hold meetings at least once every 6 (Six) months and at such other times and in such places, as they shall from time to time decide.

6.7 The Board of Trustees shall have such functions as are approved by the Companies and Allied Matters Act, 1990 and this Constitution. Any decision by the Board of Trustees made in pursuance of its powers under the Act or as contained herein may be revoked or modified by a General Assembly of the Association.

6.8. The Trustees may hold office for life but any Trustee shall cease to hold office if he:

6.8.1. resigns his office;

6.8.2. becomes insane;

6.8.3. is recommended for removal from office by a two-third majority vote of the members present at any meeting of the Annual General Meeting of PVRA. PROVIDED that at least two-thirds of the total membership of the Board of Trustees of PVRA is present and voting;

6.8.4. is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction.

6.9. The Trustees may, subject to approval by the Executive Committee, institute or defend any action, sell, lease, accept, surrender or otherwise deal with the property of PVRA.

6.10. Save as otherwise provided, every matter arising in the meeting of the Trustees shall be determined by a simple majority of votes of the Trustees present and voting. PROVIDED that in the event of a tie, the Chairman of the meeting shall exercise a casting vote.

6.12. Notwithstanding anything to the contrary hereinbefore or hereinafter contained no discretion or power by these rules conferred on the Trustees shall be exercised and no provision of these Rules

7.11 The General Secretary.

7.11.1. The Secretary shall;

7.11.2. head the secretarial Sub-Committee of PVRA;

7.11.3 be responsible for the management of the day-to-day operations of PVRA;

7.11.4. be responsible for all secretarial duties of PVRA;

7.11.5. take the minutes of all Meetings of PVRA

7.11.6. respond to all correspondence on behalf of PVRA

7.11.7 be responsible for giving notice of all Meetings of PVRA, under the direction of the Chairman.

7.12 The Legal Adviser

7. 12.1 The Legal Adviser shall:

7.12.2 head the Legal Sub-Committee of PVRA

7.12.3 be responsible for overseeing all legal matters relating to the object of PVRA and in the running of the estate, whether or not provided by him or Executive Committee or a Law Firm contracted for the aforementioned purposes

7.12.4 perform such other functions, relating to his duties, as the Executive Committee may from time to time assign

7.13. The Financial Secretary

7.13.1 The Financial Secretary shall:

7.13.2 head the Financial Sub-Committee of PVRA;

7.13.3 collect all monies due to PVRA and pay same into PVRA Bank Accounts;

7.13.4 keep a true and accurate account of all monies received by him and all payments made on behalf of PVRA;

7.13.5 issue receipt of all monies received by him.

7. 13.6 keep in safe custody, all passbooks, cheque books, bills of exchange, promissory notes and vouchers of PVRA.

7.13.7 submit on demand all records kept by him for checking by the Internal or External Auditors appointed by PVRA

7.13.8 prepare and submit a Quarterly Income & Expenditure Account and a Balance Sheet;

7.13.9. perform such other functions, relating to his duties, as the Executive Committee may from time to time assign

7.14. The Chairman Security Committee

7.14.1 The Security Chairman shall:

7.14.2 head the Security Sub-Committee of PVRA

7.14.3 be responsible for overseeing all matters relating to security of the estate, whether or not provided by him or a Management Group contracted for the aforementioned purposes;

7.14.4 perform such other functions, relating to his duties, as the Executive Committee may from time to time assign

7.15. The Chairman Environment Committee

7.15.1 The Chairman Environmental Committee shall;

7.15.2 head the Environmental Sub-Committee of PVRA

7.15.3. be responsible for overseeing all environmental matters relating to the overall cleanliness and orderliness of the estate, including compliance with building regulations, and proper disposal of refuse and sewage in the estate, whether or not performed by him or a Management Group contracted for the aforementioned purposes.

7.15.4 be responsible for overseeing all matters relating to utilities in the public areas of the estate, including the provision of utilities, e.g. power, water, telecommunications whether or not provided by him or a Management Group contracted for the aforementioned purposes;

7.15.5 perform such other functions, relating to his duties, as the Executive Committee may from time to time assign.

7.16 The Chairman Social and Publicity Committee

a) He shall be responsible for the development and execution of all social and publicity matters concerning the estate.

b) All decisions taken by the Social and Publicity Committee are subject to the approval of the Executive Committee.

7.17 The Management Group

7.17.1 The Executive Committee may:-

- a) appoint a Management Group within PVRA; or
- b) contract an external Company to perform such specified maintenance services on behalf of PVRA for a fee to be agreed between the parties.

7.17.2 The Management Group shall be responsible for;

- a) the proper disposal of refuse and sewage in the estate;
- b) the monitoring and maintenance of water and electric power services;
- c) the provision of security personnel, patrolling of the estate by security personnel, identification and approval of entry of persons into the estate and provision of identification cards and stickers; and
- d) such other functions, relating to its duties, as the Executive Committee may from time to time assign.

7.18 Removal of Executive Committee Members

7.18.1 Any officer of the Executive Committee shall cease to hold office if he/she:-

7.18.2. resigns from his office.

7.18.3. becomes insane.

7.18.4. is officially declared bankrupt.

7.18.5 is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction.

7.18.6 becomes bankrupt or insolvent;

7.18.7 concludes the term of office.

Article 11: Elections

11.1 All elections shall be by open ballot and shall be one vote per dwelling unit.

11.2 A Returning Officer shall be appointed from the General Assembly to arrange and conduct all elections.

11.3 The Returning Officer shall prepare a list of members present entitled to vote and be voted for in accordance with the provisions of this Constitution. Only financial Members of the Association may vote or be voted for.

11.4 Election results shall be made known immediately after each election.

11.5 At the end of the elections, the Returning Officer shall immediately swear in the Chairman who shall subsequently swear in the other officers of the association.

11.6 A candidate for an election into any office of the Executive Council shall be deemed to have been elected to such office if he obtains the highest number of votes amongst the contestants vying for that office.

11.7 Where no candidate fulfils the requirement of Clause 11.6 above, the Returning Officer shall immediately conduct a fresh election in place of the previous election between the contestants for that office. In the case of an inconclusive re-election exercise, the Returning Officer shall arrange for a fresh election amongst new candidates on the same day.

11.8 Where any office of the Executive Council becomes vacant, a By-Election shall be conducted in between the Annual General Meetings.

Article 12: Quorum

12.1 No business shall be transacted at any meeting of PVRA unless a quorum of members is present at the time the meeting proceeds to business and throughout the meetings.

12.2 General Meeting

The quorum for General Meeting of the Association shall be 20 (twenty) financial members of the Association.

12.3 Executive Committee Meeting

The Chairman and any 3 (three) members shall form a quorum so long as all members have been duly notified of a meeting. Where the Chairman is absent, any 5 (five) members shall form a quorum.

Article 13: Finances

13.1. Bank Account:

13.1.1 PVRA shall open Banking Accounts with such Banks as the Executive Committee may from time to time approve.

13.1.2 All monies received by the Financial Executive on behalf of PVRA shall be paid into PVRA Accounts within a reasonable time.

13.1.3 The Chairman, the Vice Chairman, the Financial Secretary and 1 (one) other person appointed by the Executive Committee shall be signatories to PVRA Accounts.

13.1.4 The Chairman and Vice Chairman shall be "A Signatories" and other signatories shall be "B" Signatories. All accounts shall be signed by 1 (one) "A" and 1 (one) "B" Signatory.

Article 14: Accounts and Annual Report

14.1 Accounts

The Financial Secretary shall keep proper accounts and proper records of all income and expenditure of PVRA and shall not later than 6 months after the financial year (which shall be January 1st to December 31st of every year) submit to the Executive Committee an audited statement of account of such income and expenditure.

14.2 Annual Report

The General Secretary shall not later than 3 months after the financial year submit to the Executive Committee a report on the activities of PVRA during the immediate preceding year.

Article 15: Amendments and Waivers

15.1 The provisions of this constitution may be amended or waived by a simple majority vote of the members present at an Annual General Meeting.

Article 16: Special Clause

16.1 The income and property of PVRA wherever derived shall be applied solely towards the promotion of the aims and objectives of PVRA as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus, or otherwise however by way of profit to the members of the Executive Committee of PVRA.

16.2 PROVIDED that nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to an officer or servant of PVRA in return for any service actually rendered to PVRA provided that:

16.3 With the exception of members of the Management Group, no member of PVRA shall be appointed to any salaried office of PVRA or any office paid by fees; and

16.4 If upon the winding up or dissolution of PVRA there remains, after the satisfaction of all its debts and liabilities, any income or property whatsoever, the same shall not be paid to or distributed among the members of the Executive Committee or Trustees of PVRA, but shall be given or transferred to some other institution or institution having objects similar to the objects of PVRA and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as is imposed on PVRA by this constitution, such institution or institutions to be determined by the members of the Executive Committee of PVRA at or before the time of dissolution, and if and so far as effect cannot be given to such provision, then to some charitable object.