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# Bundoran Golf Club

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## CONSTITUTION AND RULES (amended January 2021).

### 1 Definitions

1.1 The "Men's Club" shall mean the group of male amateur golfers operating under a constitution acceptable to the Golf Ireland and to which such club is affiliated.

1.2 The "Ladies Club" shall mean the group of female amateur golfers operating under a constitution acceptable to Golf Ireland and to which such club is affiliated.

1.3 The "Joint Club" shall mean the Club formed through the amalgamation of the two groups of amateur golfers defined in Clauses 1.1 and 1.2 above for the purpose of managing matters of common interest (other than the game of golf and its related activities) of both the Men's Club and the Ladies' Club including the provision and maintenance of the facilities owned by or available for use by the members. The Joint Club holds the property and assets of the Club in trust on behalf of the Full Ordinary Members of the Club.

1.4 The name or title "Club", without qualification, shall mean either the Men's Club, the Ladies' Club or the Joint Club where the context so admits or requires.

1.5 The name or title "Committee" and the Officers and members thereof, without qualification, shall mean either the Men's Committee, the Ladies' Committee or the Committee of Management or each of their Officers or Members where the context so admits or requires.

### 2 Title and Ownership

2.1 The name of the Club shall be Bundoran Golf Club and this name shall be the common name by which the Men's Club, the Ladies' Club and the Joint Club shall be individually and collectively known.

2.2 The ownership of the Club property shall be vested in the trustees for the time being of the Club on behalf of the Full Ordinary Members as defined in Sub-Clause 9.3. The Full Ordinary Members only shall have control of the affairs of the Club.

### 3 Membership

3.1 The number of Members electable to each category shall be decided from time to time at a General Meeting of the Joint Club.

## **4 Trustees**

- 4.1 The Trustees of the Club appointed under a previous constitution shall remain in office.
- 4.2 The Trustees shall be not more than five and not less than four Full Ordinary Members of the Joint Club. In the event of a vacancy occurring for any reason the remaining Trustees shall nominate a successor from a list of nominees drawn up by the Committee of Management of the Joint Club.
- 4.3 Each Trustee shall hold office until resignation or removal from office by resolution of members at a General Meeting of the Joint Club.
- 4.4 The Club premises and such other property of the club as the Committee of Management of the Joint Club (hereinafter referred to as the "Committee of Management") shall determine, shall be vested in and under the legal control of the Trustees and such Trustees shall deal with the property of the Club as directed by a resolution of the Committee of Management of which an entry in the Minute Book shall be sufficient evidence.
- 4.5 If the Trustees, when directed by a resolution of the Committee of Management to perform a certain act, consider that the performance of such act is one of such importance that they consider that members of the Joint Club should be consulted, then the Trustees may refuse to perform such act until the members of the Joint Club have been consulted at a General or Special General Meeting and a resolution is passed at such meeting authorising or refusing to authorise the Trustees to perform such act as was originally directed by the Committee of Management.
- 4.6 The Trustees, by virtue of their office shall be members of the Committee of Management without voting rights. Should a Trustee cease to be a Full Ordinary Member of the Joint Club he/she shall automatically cease to hold office.
- 4.7 The Trustees shall be indemnified out of the Joint Club property and assets in respect of all transactions directed by a resolution of the Committee of Management against all liabilities and expenses necessarily incurred as a result of their trusteeship and in the event of the Joint Club property and assets being deficient, such deficiency shall be made good by the Full Ordinary Members on whose behalf the property and assets of the Club are held.

## **5 The Men's Club**

### **5.1 Membership**

The membership of the Men's Golf Club shall consist of:-

5.1.1. All categories of Male Members who are Full Ordinary members, Honorary Members or other subscribing Members each of whom has been elected to Membership of the Club by the General Committee of the Club in accordance with the provisions of an earlier Constitution of the Club and

5.1.2. All categories of Male Members who are Full Ordinary Members, Honorary Members or other subscribing Members each of whom has been elected to membership of the Men's Golf Club in compliance with the provisions of Sub-Clause 8.2 hereof.

- 5.2 Only Full Ordinary Male Members as prescribed by Sub-Clause 9.3.1 shall be
- 5.2.1 entitled to vote at all Annual, Special or Extraordinary General Meetings
- 5.2.2 entitled to nomination for and election to Office and General Committee of the Men's Club.

### 5.3 **Objects: The Men's Club shall:-**

- 5.3.1. Promote the Amateur Game of Golf amongst its members.
- 5.3.2. Accept and abide by the Constitution and Bye-Laws of the Golf Ireland to which the Club is affiliated and the Bye-Laws of the *Ulster Branch in whose province the course is situated. In compliance with the Union Bye-Law 2 pay on the 1st January of each year*
- (i) *a per capita Subscription to the Union and*
- (ii) *a per capita Levy to its Provincial Council on every male playing member of the club at the end of its last financial year in the categories prescribed by such Bye-Law.*

5.3.3. Accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by the **Council of National Golf Unions** and such rules thereunder as may require to be implemented for time to time by Golf Ireland.

5.3.4. Accept and recognise **the Royal and Ancient Golf Club of St. Andrews** as the sole authority for prescribing and implementing the Rules of Golf and the rules of Amateur Status.

5.3.5. Authorise the Joint Club to manage matters of common interest (other than the game of golf and its related activities) which the Men's Club has with the Ladies' Club subject to and provided in these rules.

### 5.4 **Officers**

The Officers of the men's Club shall be a Captain, a Vice-Captain, an Honorary Secretary, an Honorary Treasurer, and an Honorary Competitions and Handicapping Secretary.

### 5.5. **Allocation of Functions**

The business and affairs of the Men's Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as the Men's Committee) consisting of the Officers of the Men's Club, the immediate Past Captain and 8 other voting members of the Men's Club elected under Sub-Clause 5.6.2 and Clause 18.7 .

- 5.5.1. The Men's Committee may exercise its powers notwithstanding that there might be a vacancy or vacancies in its membership.
- 5.5.2. Nothing in this rule shall preclude a member of the Men's Committee being also a member of the Committee of Management or vice versa.
- 5.5.3. At meetings of the Men's Committee six of those entitled to attend and vote shall form a quorum.
- 5.5.4. At meetings of the Men's Committee the Chair shall be taken by the Captain or, if absent, by the Vice-Captain of the Men's Club. In the absence of both the Captain and Vice-Captain those in attendance, having votes, shall elect a chairperson.
- 5.5.5. The Chairperson at a meeting shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.

## **5.6 Election of Officers and Committee**

5.6.3. The Honorary Officers and Ordinary Members of the Men's Club Committee shall retire annually and with the exception of the two longest consecutive serving ordinary members of the Committee shall be eligible for re-election unless another two members of Committee so retiring have become ineligible for re-election for any other reason. The election of all such Committee members shall be by way of secret ballot at the Annual General Meeting of the Men's Club. Those members elected to the roles of Hon Secretary and Hon Treasurer, may hold these positions for a maximum period of not more than five years in a row. They must then vacate the role, however they shall be eligible to be nominated again for the role after an absence of one year.

5.6.4. Nominations (with the consent of the nominee) for election to any Honorary Office or as an Ordinary Member of the Men's Committee shall be made except as heretofore provided, by any two Full Ordinary Members of the Men's Club.

5.6.5. All nominations shall be given to the Honorary Secretary of the Men's Club at least 14 days prior to the Annual General Meeting of that Club.

5.6.6. A complete List of Nominees (Officers and Committee) together with the names of their proposers and seconders for the Men's Committee must be posted on the Club Notice Board for at least ten days prior to the date of the Annual General Meeting.

5.6.7. The Men's Committee shall have power to fill vacancies in any of these Offices (including membership of its Committee) during any year. When filling vacancies the Committee will have regard to those members who put themselves forward for election but failed to be so elected in the first instance. The persons so appointed shall hold office until the next Annual General Meeting of the Club.

5.6.8. The Office of any Office Bearer shall be vacated by such Office Bearer resigning there from or on ceasing to be a member of the Men's Club or being removed by a resolution at a General Meeting of the Club.

5.6.9. Officers and Committee elected under a previous constitution shall hold office until the next Annual General Meeting of the Club.

## **5.7 Committee Meetings**

Stated Meetings of the Men's Committee shall be held monthly.

5.7.1. Upon a requisition signed by not less than six members of the Committee, stating the nature of the business to be transacted, the Captain or Honorary Secretary of the club shall call a Special Meeting of the Committee for the consideration thereof. Two days notice of such Meeting shall be given.

## **5.8 Appointment of Sub-Committees**

The Men's Committee shall have power to appoint Sub-Committees and to appoint members of the Men's Club to act on such Sub-Committees and to define the scope of their authority and to delegate and confer upon such Sub-Committees the powers necessary for the discharge of the function or functions for which such Sub-Committee was formed. No Sub-Committee may be appointed to elect members. (See Clause 8.1).

5.8.1. Each Sub-Committee shall retire annually on the date of the Annual general Meeting of the men's Club or when the function for which it was appointed is completed.

5.8.2 The quorum of each Sub-Committee shall be defined at the time of appointment.

5.8.3 The Chairperson of each Sub-Committee shall, in addition to a deliberative vote, have and shall exercise a casting vote.

## 5.9 Administration

The Honorary Secretary of the Men's Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned to another Officer of the Men's Club or to the Secretary/Manager.

5.9.1 All complaints concerning matters under the jurisdiction and control of the Committee of the Men's Club shall be made in writing and referred primarily to the captain or Honorary Secretary of that Club who, if unable to resolve same, shall place the complaint on the agenda for the next meeting of the Committee of the Club for investigation and decision.

## 5.10 Finance

The financial affairs of the men's Club shall be administered as follows:-

5.10.1 The Honorary Treasurer of the Men's Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the men's Club.

5.10.2 The Banking Account shall be kept in the name of the Men's Club ( and shall be clearly identified as such ) in such Bank as the Men's Committee may , in consultation with the Committee of Management, from time to time determine. All cheques shall be signed as authorised by resolution of the Committee.

5.10.3 The Men's Committee shall be responsible for the payment to Golf Ireland of the annual per capita subscription and **Provincial Levy** on members as required by the Bye-Laws of that Union.

5.10.4 The Men's Committee shall be entitled to charge and retain all entry fees in Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.

5.10.5 The Honorary Treasurer of the Men's Club shall issue an audited statement of the affairs of the Men's Club for the financial year ended the 30th September for consideration by the Men's Committee and for presentation and approval by the members at the Annual General Meeting of the Men's Club which shall be held not later than December following.

5.10.6 Following the meeting of the men's Committee at which the audited accounts are considered the Treasurer shall immediately forward a copy of the audited accounts to the Honorary Treasurer of the Committee of Management for information.

## 5.11 General Meetings

5.11.1 The Annual General Meeting of the men's Club shall, save in exceptional circumstances, be held in the month of December for receiving the Men's Club Committee's Annual Report and the financial statement for the year ended the previous 30th September, for electing Officer Bearers and members of Committee, revising its rules and transacting such other business of the Men's Club as may be on the Agenda.

5.11.2 Seven days notice, at least, of such Annual General Meetings shall be given to the Male Full Ordinary Members, the progressive and intermediate male members of the club. The full male members

are the only persons entitled to vote at a General Meeting of the Men's Club. Progressive and Intermediate members are entitled to attend a General Meeting of the Men's Club.

5.11.3 Copies of the Report and the Audited Financial statement shall be available for members in the clubhouse at least seven days before the Annual General Meeting.

5.11.4 Notices of Motion and nominations of Officers and members of the Committee of the men's Club must be made to the Honorary Secretary of the Club in writing at least 14 days before the date of such meeting.

5.11.5. Such notices and nominations shall be promptly posted on the Club Notice Board.

## 5.12 Chairperson of General Meetings

5.12.1 The members present and entitled to vote shall nominate and elect a Chairperson..

5.12.2 The Chairperson, in addition to a deliberative vote, shall have and shall exercise a casting vote.

**5.12.3 A Quorum will comprise of at least 15 members of the Men's Club entitled to vote at an AGM or EGM.**

## 6. The Ladies Club

### 6.1. Membership.

The membership of the Ladies' Golf Club shall consist of:-

6.1.1. All categories of not fewer than 15 Female Members, Honorary Members or other subscribing Members each of whom has been elected to membership of the Club by the General Committee of the Club in accordance with the provisions of the immediate preceding or an earlier Constitution of the Club and

6.1.2 All categories of Female Members who are full Ordinary Members , Honorary Members or other subscribing Members each of whom has been elected to membership of the Ladies' Golf Club in compliance with the provision of Sub-Clause 8.2 hereof.

6.2.1 Full Female Members and Progressive Female members shall be entitled to attend all Annual, Special or Extraordinary General Meetings.

6.2.2 Only Full Female members are to vote at an Annual General Meeting and are entitled to nomination for and election to Office and General Committee of the Ladies Club.

### 6.3. Objects The Ladies' Club shall:-

6.3.1 Promote the Amateur Game of Golf amongst its members.

6.3.2 Accept and abide by the constitution and Bye-Laws of Golf Ireland and the Bye-Laws of the *Ulster Branch* in which the course is situated.

6.3.2.1 In compliance with Golf Ireland's Financial Rules governing subscriptions, on every female playing member of the Club (exclusive of Honorary Members), pay:

(1) To the Honorary Treasurer of Golf Ireland a Capitation Fee on the 1st day of June each year;

(2) **To the Honorary Secretary of the District a per capita levy.**

6.3.3 Accept and apply the Handicapping System as prescribed by the Irish Ladies' Golf Union and such rules thereunder as may require to be implemented from time to time by such Union.

6.3.4 Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.

6.3.5 Authorise the Joint Club to manage matters of common interest (other than the game of golf and its related activities) which the Ladies' Club has with the Men's Club subject to and as provided in these rules.

## **6.4 Officers**

The Officers of the Ladies' Club shall be Captain, a Vice-Captain, and Honorary Secretary, an Honorary Treasurer, an Honorary Handicap Secretary and Honorary Competition Secretary.

## **6.5 Allocation of Functions**

The business and affairs of the Ladies Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "The Ladies' Committee) consisting of the Officers of the Ladies' Club, the Immediate Past Captain and four other voting members of the Ladies Club elected under Sub-Clause 8.2 and Clause 18.7.

6.5.1 The Ladies' Committee may exercise its powers notwithstanding that there might be a vacancy or vacancies in its membership.

6.5.2 Nothing in this rule shall preclude a member of the Ladies' Committee being also a member of the Committee of Management or vice versa.

6.5.3. At meetings of the Ladies' Committee eight of those entitled to attend and vote shall form a **quorum**.

6.5.4. At meetings of the Ladies Committee the Chair shall be taken by the Captain or, if absent, by the Vice-Captain of the Ladies' Club. In the absence of both Captain and Vice-Captain those in attendance having votes shall elect a chairperson.

6.5.5. The Chairperson at a meeting shall, in addition to a deliberative vote, have and shall exercise a casting vote.

## **6.6 Election of Officers & Committee.**

The Captain of the Ladies' Club shall retire after one year service and shall be succeeded by the Vice-Captain.

6.6.2 The other Honorary Officers and members of the Ladies' Committee shall retire annually and with the exception of the longest serving member of the Committee shall be eligible for re-election. The longest serving member shall not be eligible for re-election for a period of one year as an Ordinary elected Member of the Ladies' Committee, with a proviso that this amendment shall not affect the eligibility of such member of the Committee in her capacity as an Officer of the Club. The Captain shall nominate her Vice-Captain and shall seek the Honorary Officers approval of her nomination. The other Honorary Officers shall be elected by being proposed and seconded by members present at the Annual General Meeting and entitled to vote. The Committee shall be elected by secret ballot at the Annual General Meeting by members present and entitled to vote. Members shall vote for six new Committee

members. A tie in the election by secret ballot shall be broken by a further secret ballot.

6.6.3 Nominations ( with the consent of the Nominee ) for election to any Honorary Office or an an Ordinary Member of the Ladies' Committee Shall be made, except as heretofore provided, by any two full Ordinary Members of the Ladies Club.

6.6.4 All Nominations shall be given to the Honorary Secretary of the Ladies' Club at least eight days prior to the Annual General Meeting of that Club.

6.6.5 A complete List of Nominees (Officers and Committee) together with the names of their proposers and seconders for the Ladies Committee must be posted on the Club Notice Board at least eight days prior to the date of the Annual General Meeting.

6.6.6 The Ladies' Committee shall have power to fill vacancies in any of these Offices (including membership of its Committee) during any year. The persons so appointed shall hold office until the next Annual General Meeting of the Club. Such appointments shall not be construed as forming part of any limit provided for in Sub-Clause 6.6.2.

6.6.7 The Office of any Office Bearer shall be vacated by such Office Bearer resigning therefrom or on ceasing to be a member of the Ladies' Club or being removed by a resolution at an Annual General Meeting of the Club.

6.6.8 Officers and Committee elected under a previous constitution shall hold office until the next Annual General Meeting of the Club.

## **6.7. Committee Meetings**

Stated Meetings of the Ladies' Committee shall be held monthly.

6.7.1. Upon a requisition signed by not less than 4 members of the Committee, stating the nature of the business to be transacted, the Captain or Honorary Secretary of the Club shall call a Special Meeting of the Committee for the consideration thereof. Three days notice of such Meeting shall be given.

## **6.8. Appointment of Sub-Committees**

The Ladies Committee shall have power to appoint Sub-Committees and to appoint members of its Club to act on such Sub-Committees and to define the scope of their authority and to delegate and confer upon such Sub-Committees the powers necessary for the discharge of the function or functions for which such Sub-Committee was formed. No Sub-Committee may be appointed to elect members. (See Clause 8.1 )

6.8.1. Each Sub-Committee shall retire annually on the date of the Annual General Meeting of the Ladies' Club or when the function for which it was appointed is completed.

6.8.2. The quorum for each Sub-Committee shall be defined at the time of appointment.

6.8.3. The Chairperson of each Sub-Committee shall, in addition to a deliberative vote, have and shall exercise a casting vote.

## **6.9. Administration**

The Honorary Secretary of the Ladies' Club shall be responsible for the everyday affairs of that Club except such duties which are specifically assigned to another Officer of the Ladies' Club or the Secretary/Manager.

6.9.1. All complaints concerning matters under the jurisdiction and control of the Committee of

the Ladies' Club shall be made in writing and referred primarily to the Captain or Honorary Secretary of that Club who, if unable to resolve same, shall place the complaint on the agenda for the next meeting of the Committee of the Club for investigation and decision. (See Clause 14)

## **6.10 Finance**

The financial affairs of the Ladies' Club shall be administered as follows :

6.10.1 The Honorary Treasurer of the Ladies' Club shall keep full and detailed accounts, books and records showing the financial affairs, receipts and disbursements of the Ladies' Club.

6.10.2 The Banking Account shall be kept in the name of the Ladies' Club ( and shall be clearly identified as such ) in such Bank as the Ladies' Committee may, in consultation with the Committee of Management, from time to time determine. All cheques shall be signed as authorised by resolution of the Committee.

6.10.3 The Ladies' Committee shall be responsible for the payment to Golf Ireland of the Annual per capita subscription and Provincial Levy.

6.10.4 The Ladies' Committee shall be entitled to charge and retain all competition fees in Club and open competitions under its control and management and for which it has arranged for the provision of prizes.

6.10.5 The Honorary Treasurer of the Ladies' Club shall issue an audited statement of affairs of the Ladies Club for the financial year ended 30th September for consideration by the Ladies' Committee and for presentation and approval by the members at the Annual General Meeting of the Ladies' Club which shall be held not later than December following.

6.10.6 Following the Meeting of the Ladies' Committee at which the audited accounts are considered the Honorary Treasurer shall immediately forward a copy of the audited accounts to the Honorary Treasurer of the Committee of Management for information.

## **6.11 General Meetings**

6.11.1 The Annual General Meeting of the Ladies' Club shall, save in exceptional circumstances, be held in the Month of December for receiving the Ladies' Club Committee's Annual Report and the financial statement for the year ended the previous 30th September, for electing Office Bearers and members of Committee, revising its Rules and transacting such other business of the Ladies' Club as may be on the Agenda.

6.11.2 Seven days notice, at least, of such Annual General Meeting shall be given to the Female Full Ordinary Members, Progressive members, Intermediate members who are the only persons entitled to attend General Meeting of the Ladies' Club. Full Ordinary Female Members are the only members entitled to vote at a Annual General Meeting.

6.11.3 Copies of the Report and the Audited Financial Statement shall be available to members in the Clubhouse at least seven days before the Annual General Meeting.

6.11.4 Notices of motion shall be made to the Honorary Secretary of the Club, in writing, at least eight days before the date of such meeting.

6.11.5 Such notices and nominations shall be promptly posted on the Club Notice Board.

6.11.6 Notices of motion and nominations not made as required cannot be considered at the Annual General Meeting.

## **6.12 Chairperson at General Meetings**

6.12.1 The Lady Captain and Incoming Captain shall Chair all General Meetings of the Ladies' Club.

6.12.2 Each Chairperson in addition to a deliberative vote, shall have and shall exercise a casting vote.

## **7 The Joint Club**

### **7.1 Membership**

The Membership of the Joint Club shall consist of :-

7.1.1 All categories of Male and Female members each of whom has been elected to membership of the Club in accordance with the provisions of the immediate preceding or an earlier Constitution of the Club and

7.1.2 All categories of Member of each of the Men's Golf Club and the Ladies' Golf Club each of whom shall have been elected to the Club in compliance with the provision of Sub-Clause 8.1.3 hereof

7.1.3 The President, who is appointed at the AGM every two years. The position alternates every two years between a full male member nominated by the Men's Club and a full female member nominated by the Ladies Club.

**7.2** Only Full Ordinary Members as prescribed by Sub-Clause 9.3.1 shall be

7.2.1 entitled to attend and vote at all Annual, Special or Extraordinary General Meetings and

7.2.2 entitled to nomination for and election to office and General Committee of the Joint Club subject always to the provisions of Sub-Clauses 7.5 and 7.14.1.

7.2.3 Intermediate and Progressive members are entitled to attend Annual, Special or Extraordinary General Meetings.

### **7.3 Objects**

**7.3.1 The main object of the Joint Club shall be to promote the amateur game of Golf. In furtherance exclusively of the foregoing main object of the Club shall have the following subsidiary objects:**

The Joint Club shall:-

7.3.2 Manage matters of common interest of both the Men's and Ladies' Clubs which shall include :-

7.3.2.1 provision of and responsibility for the maintenance and upkeep of the course and clubhouse and their environs to the standard required by members.

7.3.2.2 Provision of Bar and Catering Facilities and all that this entails.

7.3.2.3 Collection of Annual Subscriptions and other Club Levies payable by Members and Green Fees payable by visitors.

7.3.3 Adhere to the maximum number of members of the different categories of member which can be elected to each of the Men's and the Ladies' Clubs. Any alteration of the number permitted in each category shall be decided at an Annual General or Special General Meeting of the Joint Club.

7.3.4 Adhere to the existing rate of Annual subscription and Entrance Fee (individual and family) being paid by members of different categories in each of the Men's and Ladies Clubs.

7.3.5 Any alteration in any of the rates in Sub-Clause 7.3.4 shall be decided at an Annual General or Special Meeting of the Joint Club.

7.3.6 In consultation with the Committees of both the Men's and Ladies' Clubs decide on the rate of Green Fee payable by visitors to the Club.

7.3.7 Generally to act in the promotion and advancement of the interest of the Club and the improvement of the facilities available to members.

## **7.4 Officers**

7.4.1 The Officers of the Joint Club Shall be the President of the Joint Club, Captain and Vice-Captain of the Men's Club, Captain and Vice-Captain of the Ladies' Club, an Honorary Secretary, and Honorary Treasurer, a Greens Convenor and a House Convenor.

7.4.2 The Chairperson of the Committee of Management shall be the Captain of the Golf Club having the majority of voting members.

## **7.5 Allocation of Functions**

The business and affairs of the joint Club shall be under the jurisdiction and control of a Committee of Management consisting of the Officers of the Joint Club, the Immediate Past Chairperson and five other voting members of the Joint Club. These five ordinary elected members must include at least two members of each of the Men's and Ladies' Clubs elected under Sub-Clause 7.6 and 18.7.

7.5.1 It may exercise its powers notwithstanding that there might be a vacancy or vacancies in its membership.

7.5.2 At meetings of the above Committee seven of those entitled to attend and vote shall form **a quorum.**

7.5.3 At Meetings of the Committee of Management the Chair shall be taken by the Chairperson or in his/her absence at a particular meeting those in attendance, having votes, shall elect a Chairperson.

7.5.4 The Chairperson at a Meeting shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.

7.5.5 The decision of the Committee of Management as to the meaning and interpretation of any of the Club Rules and as to any action to be taken consequent upon any breach thereof shall be final and binding on all members of the Club.

## **7.6 Election of Officers & Committee**

With the exception of the President, the four Officers representing the Men's and Ladies Committees and the Immediate Past Chairperson, all other Officers and voting members of the Management Committee shall be elected at the Annual General Meeting.

7.6.1 The elected members of the Management Committee shall retire annually and with the exception of the two longest consecutive serving ordinary members shall be eligible for re-election. The two longest serving ordinary members shall not be eligible for re-election for a period of one year as an

ordinary elected member of the Management Committee, with the proviso, that this amendment shall not affect the eligibility of either member acting as a member of the Committee in the capacity of an Officer of the Club.

7.6.2 Nominations ( with the consent of the nominee ) for election to an Honorary Office or as an Ordinary Member of the Joint Committee shall be made, except as heretofore provided by any two Full Ordinary Members of the Club.

7.6.3 All nominations shall be given to the Honorary Secretary of the Joint Club at least eight days prior to the Annual General Meeting of the Club.

7.6.4 A complete List of Nominees (Officers and Committee ) together with the names of their proposers and seconders for the Joint Club Committee must be posted on the Club Notice Board for at least seven days prior to the date of the Annual General Meeting .

7.6.5 The Joint Committee shall have power to fill vacancies in any of these Offices ( including membership of its Committee) during any year. The persons so appointed shall hold office until the next Annual General Meeting of the Club.

7.6.6. The Office of any Office Bearer shall be vacated by such Officer Bearer resigning therefrom or on ceasing to be a member of either the Men's or Ladies' Clubs or being removed by a resolution at an Annual General Meeting of the appropriate Club.

## 7.7 Committee Meetings

Stated meetings of the Committee of Management shall be held monthly. Special Meeting shall be held on such dates as may be found convenient for the transaction of business on at least 3 days notice being given by the Chairperson or Honorary Secretary of the Joint Club.

7.7.1 Upon a requisition signed by not less than six members of the Committee, stating the nature of the business to be transacted, the Chairperson or Honorary Secretary of the Club shall call a Special Meeting of the Committee for the consideration thereof. Three days notice of such Meeting shall be given.

## 7.8 Employment of Staff

The Committee of management shall have power to appoint a paid Secretary/Manager and other employees upon such terms and conditions as such Committee may determine; to terminate such appointments and also to appoint substitutes from time to time.

**7.8.1 The Secretary/Manager may, in addition to carrying out the duties required by the Joint Club, act as Secretary/Manager to both the Men's and the Ladies' Clubs if requested by the Committee of either or both Clubs. He / She may also act as Honorary Secretary/Treasurer of the Joint Club and to both the Men's and Ladies' Clubs if requested by the Committee of either or both Clubs. He / She shall be an ex-officio member of all Committees. He /She shall have no vote at Meetings of Club Committees or Committee of Management.**

## 7.9 Management Regulations

The Committee of Management is empowered to make, and from time to time alter, such Bye-Laws and Regulations for the Management of the Joint Club as it may consider necessary.

7.9.1 In consultation with both the Men's and Ladies' Committees, the Committee of Management is also empowered to make such Local Rules (provided same are not at variance with the Rules of Golf ) and regulations for the use of the course as are required in the interest of all members.

7.9.2 Every member of every category and every visitor or other person using the Clubhouse or Course shall be subject to, and must comply with, all Rules, Bye-Laws and regulations in force.

### **7.10 Appointment of Sub-Committees**

The Committee of Management shall have power to appoint sub-committees and to appoint members of both Men's and Ladies' Clubs to act on such Sub-Committees and to define the scope of their authority and to delegate and confer upon such Sub-Committees the powers necessary for the discharge of the function or functions for which such Sub-Committee was formed. No. sub-Committee may be appointed to elect members. (See Clause 8.1 )

7.10.1 Each Sub-Committee shall retire annually on the date of the Annual General Meeting of the joint Club or when the function for which it was appointed is completed.

7.10.2 The quorum of each Sub-Committee shall be defined at the time of appointment.

7.10.3 The Chairperson of each Sub-Committee shall, in addition to a deliberative vote, have, and shall exercise a casting vote.

### **7.11 Administration**

The Honorary Secretary of the joint Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned to another Officer of the Joint Club.

7.11.1 All written complaints concerning matters under the jurisdiction and control of the Committee of the Joint Club shall be referred primarily to the Honorary Secretary of that Club who, if unable to resolve same shall place the complaint on the Agenda for the next Meeting of the Committee of the Club for investigation and decision. (See Clause 14)

7.11.2 The Honorary Secretary of the joint Club shall also act as Liaison Officer between the Committee of Management and each of the Men's and the Ladies' Committees.

### **7.12 Finance**

The financial affairs of the Joint Club shall be administered as follows:-

7.12.1 The Honorary Treasurer of the Joint Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Joint Club.

7.12.2 The Banking Account shall be kept in the name of the Joint Club (and shall be clearly identified as such) in such Bank as the Committee of Management may from time to time determine. All Cheques shall be signed as authorised by resolution of the Committee of Management.

7.12.3 The Honorary Treasurer of the Joint Club shall issue an audited statement of affairs of the Joint Club for the financial year ended 30th September for consideration by the Committee and for presentation and approval by the members at the Annual General Meeting of the Joint Club which shall be held not later than January following.

7.12.4 The Committee of Management shall make grants to each of the Men's and Ladies' Clubs from time to time, on request being made, to defray the expenses incurred by the particular Committee when entertaining visiting teams and Officials in Home Matches and expenses incurred in Away Matches by team members and Officials when representing the Club, and for such other events or occasions when it is considered to be in the interests of the Club to do so.

**7.12.5 The Annual Accounts shall be maintained and shall be made available to the Revenue**

**Commissioners on request and such accounts shall be consolidated accounts to include the Men's and Ladies' Club**

**7.13 General Meetings**

7.13.1 The Annual General Meeting of the Joint Club shall, save in exceptional circumstances, be held between the 1st day of November and the 31st day of January for receiving the Committee of Management's Annual Report and the Financial Statement for the year ended 30th September; for electing Office Bearers, Members of the Committee of Management, and Auditors, revising rules and transacting such other business of the Club as may be on the Agenda.

7.13.2 Seven Days notice at least of such Annual General Meeting shall be given to Full Ordinary Members, Intermediate and Progressive members, as prescribed by Sub-Clause 9.3.1 who are the only persons who are entitled to attend a General Meeting of the Joint Club. Full Ordinary Members are the only persons who are entitled to vote at a General Meeting of the Joint Club.

7.13.3 Copies of the Report and the audited Financial Statement shall be available for members in the Clubhouse at least 7days before the Annual General Meeting.

7.13.4 Notices of Motion and nomination of Officers and Members of the Committee of Management must be made to the Honorary Secretary of the Joint Club, in writing as least fourteen days before the date of such Meeting.

7.13.5 Such Notices and nominations shall be promptly posted on the Club Notice Board.

7.13.6 Notices of motion and nominations not made as required cannot be considered at the Annual General Meeting except as provided in Clause 7.14 hereof.

**7.14 Notification to Joint Club**

7.14.1 Immediately following the Annual General Meetings of each of the Men's and the Ladies Clubs the respective Honorary Secretaries shall notify the Secretary/Manager of the names of the two Officers of their Club who shall represent that Club on the Committee of Management for the ensuing year.

7.14.2 Each Honorary Secretary shall also forward to the Secretary /Manager for submission such Notices of Motion or recommendations as such Club wishes to submit for consideration at the Annual General Meeting of the Joint Club.

7.14.3 Any such Notice of Motion or Recommendation shall be discussed, if necessary, under the heading of "Any other business" at such Meeting if it is not received on time for inclusion on the Agenda of the Meeting.

**7.15 Chairperson at General Meetings**

7.15.1 The President of the Golf Club shall preside at all General Meetings of the Joint Club.

7.15.2 The Chairperson in addition to a deliberative vote, shall have and shall exercise a casting vote.

**8. Election of Members**

**8.1** Subject to the agreed limitation as to the number of members electable to the different categories of member:-

8.1.1 The Election of all Male Members shall be in the hands of the Men's Committee.

8.1.2 The Election of all Female Members shall be in the hands of the Ladies' Committee.

8.1.3 The Committee of Management shall elect all members of each of the Men's Club and the Ladies' Club to the Joint Club.

**8.2** The procedure for the election of members to each of the Men's Club and the Ladies' Club shall be as follows :-

8.2.1 Each candidate for election (except in the case of Honorary Members ) must be proposed by one voting member of the particular Club and seconded by one other voting member of such Club.

8.2.2 A voting member of either the Men's or Ladies' Club wishing to propose a candidate for election shall obtain from the Secretary /Manager an Application for Membership Form and shall in due course return to the Secretary/Manager such Form duly completed and signed by the proposer and the seconder and shall forward to the Committee of Management such additional information as might be required.

8.2.3 If the Committee of Management decides that the name of the candidate for election should go forward for consideration it shall forward the name and address to the Honorary Secretary of the appropriate Club whose Committee shall make the final decision as provided in Clause 8.1. The name and address of such candidate shall be posted on the Clubhouse Notice Board for at least 14 days before the Meeting at which the application is to be considered. Any member shall have the right to lodge an objection in writing to the Committee through the Honorary Secretary during that period.

8.2.4 Any omission from or inaccuracy in the particulars relating to any candidate shall render election voidable at the discretion of the Committee.

8.2.5 Immediately on election of a candidate to the membership of the Men's or the Ladies Clubs such Club shall notify the Committee of Management of the name, address and category of the elected candidate. **Notice in writing shall be dispatched to all elected candidates by the Secretary/Manager together with a copy of the Club Constitution and Rules and a request to remit within one calendar month from the date of such request the amount of the first subscription and any other charges payable by the category of membership to which the candidate has been elected.**

8.2.6 Should the proposed payment not be made within one calendar month of the date of such request as aforesaid, the election shall be void unless that candidate shall satisfy the Committee that the delay in payment was due to some unavoidable cause.

8.2.7 If a candidate is not elected to membership and at a later date wishes to make a further application for membership, the same procedure as set out above must be followed on any subsequent application.

8.2.8 It shall be the duty of every elected member to acquaint himself/herself of the Constitution, Rules and Bye-Laws of the Club and each such member shall be bound by same and by all acts and deeds of any person or persons acting for or on behalf of the Club under any power, authority or discretion conferred by or pursuant to such Constitution, Rules or Bye-Laws.

8.2.9 No person shall be considered a member (except Honorary) unless his/her subscription has been paid.

8.2.9.1 By such payment a member shall be entitled to the rights and privileges of the category of membership to which he/she has been elected.

8.2.9.2 acknowledges that he/she submits and is bound by the Constitution, Rules and Bye-Laws of

the Club and every renewal of subscription by him/her shall be deemed to be a similar acknowledgment.

## 9. Categories of Members

- 9.1 The Joint Club shall, at Annual General Meeting, decide on the categories of member which will operate within the Club.
- 9.1.1 The Management Committee can introduce a new membership category outside general meetings. These categories will then be ratified at the next Annual General Meeting.
- 9.2 Voting and Non-Voting Members may be elected to the Men's Club and the Ladies' Club.
- 9.3 The following shall be **Voting Members**:

Full Ordinary Members shall comprise Men and Women who, have paid the annual subscription applicable to their respective category, are over 18 years of age and who have their handicap serviced by the Men's or Ladies Clubs. Such members shall be entitled to attend and vote at all General Meetings of either the Men's or Ladies clubs and at all General Meetings of the Joint Club.

A Full Ordinary Member elected an Honorary Member of his/her Club shall retain all the rights and privileges of membership as above.

Only a Full Ordinary Member shall have an interest in the Club property which interest shall cease on such member no longer meeting the above conditions.

Voting members include the following categories: Full, Senior Members 65 and over, Husband and wife, family members over 18, Students of 18. 5 day members, Progressive members and Flexi members.

9.4 Some members have restrictions as follows:

9.4.1 **Progressive Members:** Year 1 shall comprise of members who are beginners and /or new members who may have played before. Year 2 shall comprised of Year 1 and formers members who are returning to the club after a minimum absence of two years. Year 3 is final year of programme.

9.4.2 **Flexi Membership:** members pay an agreed annual subscription from which green fees are deducted for each round of golf. Flexi members are eligible for **Golf Ireland** handicap, entry in club competitions (with some restrictions for major events) and club facilities. Former members of Bundoran Golf Club are eligible to apply after a 1 year absence.

9.4.3 **Student members** shall comprise of persons between the age of 18 and 25 years of age, who are registered as full time students at a third level institution. Such membership shall cease on the 31<sup>st</sup> December following graduation or qualification.

9.4.4 **Five Day Members** This category is only available to new members of the club. They can play Monday – Friday and must pay green fees as a visitor if playing at weekends.

9.4.5 **Family Members** Any husband and wife who are elected voting members shall be entitled to apply to the Management Committee to become family members which will provide the following privileges:

- a. Each son or daughter over 10 years shall enjoy the rights and privileges of their age category.
- b. Children no longer dependent on their parents shall cease to be eligible family members on 31 Dec. following but would be eligible for Student category if appropriate.
- c. The Management Committee shall decide on the inclusive annual subscription to cover two voting members and their family instead of the annual individual subscription payable.

### **Non Voting Members**

9.5.1 **Juvenile Members:** shall comprise of young persons between 8 – 12 years of age. Such membership shall cease on 31 Dec after such junior has attained the age of 12.

9.5.2 **Junior Members:** shall comprise of young persons between the age of 13 - 17 years. Such membership shall cease on 31 Dec after such young person has attained the age of 17 years.

9.5.3 **Country Members** shall comprise persons already a voting member of another golf club which is affiliated to Golf Ireland. Such membership shall terminate as and when the member ceases to be a voting member of another Golf Club.

9.5.4 **Overseas Members** shall comprise persons whose permanent residence is outside Ireland. Such membership shall terminate as and when the member comes to reside permanently in Ireland.

9.5.5 **Winter Members** shall comprise of persons already a voting member of another golf club which is affiliated to Golf Ireland. Such membership shall terminate as and when the member ceases to be a voting member of another affiliated club. Membership runs from Oct to March.

9.5.6 **House member:** shall comprise persons who wish to enjoy the facilities of the clubhouse. Such members shall not be entitled to use the course without payment of appropriate green fee.

9.5.7 **Honorary Members:** shall comprise persons who :

*a.* were elected Honorary Members under a previous constitution

*b.* either the Men's or Ladies Committees wish to acknowledge as having rendered an exceptional service to the Club or to the game of Golf or whose distinguished position or public service would render their membership a special advantage to the club. When it is proposed to elect an Honorary Member, notice to that effect shall be posted on the Notice Board at least 14 days before the AGM at which the election is to take place. No one shall be elected an Honorary Member unless at least two thirds of the members, present and voting, record their votes in favour thereof. The Captains and Officers of other affiliated golf clubs shall be Honorary Members during their year in office and shall not be subject to the foregoing Rules. Officials of Golf Ireland shall be Honorary Members.

## 10. Annual Club Subscriptions

10.1 All members except Honorary Members, the President, the Captains of the Men's and Ladies' Club, shall be required to pay an Annual Club subscription.

10.2. Any proposed changes to membership subscriptions must be made at the AGM of the Joint Club one year in advance of implementation of the adjustment or at a specially convened EGM. The amount payable by the other categories shall initially be fixed by the Committee of Management and ratified or altered at the General Meeting of the Joint Club.

10.3 All subscriptions, locker rents, personal insurance, club levies and other items deemed relevant by Management shall be payable in full by the end of February each year. The invoices detailing amounts due will be issued by mid-November in the year prior to the subscription being due.

10.4 A resignation from the Club shall be communicated by the resigning member in writing to the Secretary/Manager before the 1<sup>st</sup> of February. Otherwise such member shall be liable for the Renewal Subscription, but the Management Committee shall have power to remit the whole or any part thereof in

proportion to the part of the current year expired at date of resignation.

10.5 Any member whose subscription, as detailed on the invoice issued, is unpaid on the 31st March in any year shall cease to be a member of the Club, unless there is an agreed payment schedule in place which ensures full payment of the amount due on the invoice by the end of April. The member whose subscription is unpaid by 31 March may be reinstated as a member on condition that the full amount due is paid in full by the end of April that year.

10.6 The Secretary/Manager shall notify the Honorary Secretary of the Men's Club or the Ladies' Club of the name of any such member and the Committee concerned shall not be entitled to allow such member to compete in any Club or Open Competition under its control or represent the Club in Team Matches, Union, Branch or District events.

10.7 A list of all members of the club shall be prepared by the Secretary/Manager and exhibited on the Notice Board on the 1st April and the list shall show all members who have paid their subscription by that date.

## **11. Entrance Fees and Levies**

11.1 The Joint Club at an Annual General Meeting may vote to introduce an Entrance Fee on all new Members.

11.2 The Joint Club at an Annual General Meeting may vote to introduce a Capital Levy on Full Ordinary Members to fund any additional acquisition of land or Buildings, construction work or improvement to the course, clubhouse or its environs.

11.3 The Amount of such levies shall be payable at the same time as the Annual Subscription and the same penalties shall apply.

11.4 The Levy shall also be made payable by Full Ordinary members availing of the provisions of Sub-Clause 9.5.2.

## **12. Reductions of Annual Subscriptions**

12.1 Full Ordinary Members over 65 years of age or over in the year the annual subscription is due and who have at least fifteen consecutive years membership with Bundoran Golf Club shall, at the discretion of the Committee of Management, pay a reduced Annual Subscription of €80.00 off the full subscription of full membership. This shall be the only concession applicable to the members of the club.

## **13. Visitors and Temporary Members**

13.1 Any member may introduce visitors.

13.2 It shall be a condition that the member effecting the introduction shall enter visitors name, address and date of visit immediately on entering the Clubhouse in a book to be kept for the purpose called a "Visitors Book" and such entry must be attested by the introducing member.

13.3 No visitor shall be supplied with excisable liquor in the Club premises unless on invitation of and in the company of the introducing member.

13.4 The Green Fee charge for visitor shall be fixed from time to time by the Committee of Management who are also empowered to make regulations for non-playing visitors.

13.5 Every playing visitor must procure a Green Fee Voucher

13.6 On the issue of each Green Fee Voucher the name of the visitor, the number and amount of the Green Fee and the name of the introducing member must be immediately entered in the "Green Fee Book".

13.7 In addition the Secretary/Manager or his/her representative, having made or attested the necessary entry in the "Visitors Book", may permit a person or group not having an introduction from a member, to play on the course and use the clubhouse as a visitor on payment of the current Green Fee.

13.8 The payment of the Green Fee shall entitle the visitor to temporary membership of the club for the day.

13.9 A member who fails to enter a visitor's name in the Visitors Book shall be personally responsible for the Payment of the appropriate Green Fee where applicable.

13.10 The Committee of Management shall have power to suspend the rules permitting the introduction of visitors or temporary members at any time and refuse permission for any particular visitor or temporary member to use the course or clubhouse.

13.11 Competitors in Open Competitions shall be eligible for Temporary membership status on the day of the Competition only.

13.12 The Committee of Management may ( and without assigning any reason if they so think right ) cancel the admission of any Day Visitor or Temporary Member whose admission may be irregular or whose presence or conduct they deem objectionable, or who deliberately breaks any of the Rules, ByeLaws or Regulations of the Club.

13.13 The fee paid by any such Visitor or Temporary Member may, at the discretion of the Committee of Management, be either forfeited or refunded.

#### **14. Fines**

14.1 The Committee of Management is empowered to impose fines for breaches of the Rules, Bye-Laws and Regulations of the Joint Club in force for the time being or for breaches of the etiquette of golf, and may also at any time (either instead of, or in addition to, fines) temporarily withdraw the use of the clubhouse and course from any member whose conduct or Breaches of the Rules, Bye-Laws or Regulations may, in the opinion of the Committee of Management, justify this course.

14.2 Any member refusing or failing to pay a fine so imposed within 4 weeks after notification thereof, shall not be permitted to use the clubhouse or course until such fine has been paid.

14.3 Each of the Men's and the Ladies' Committees shall report any member of their Club to the Committee of Management for investigation and penalty under this rule if they, in their absolute discretion, consider the breach warrants it.

## **15. Removal or Suspension of Members**

15.1 If any allegation of misconduct by a member be submitted to an officer, in writing, any officer shall make such enquiries as are considered necessary to obtain all relevant details. Such information shall be placed before the Committee of Management which shall, in meeting, enquire into such conduct.

15.2 If in the opinion of the Committee of Management the conduct in question may warrant the suspension or expulsion of such member he or she shall be so informed in writing. The member shall have the right to appear and speak at and/or to make a written submission which shall be read at any subsequent meeting at which the conduct in question shall be considered and all related information shall be placed before the Committee of Management

15.3 If after making such further enquiries as it considers necessary into the conduct of the member and hearing such explanation, if any, as he or she may offer, the Committee of Management, decides that his or her conduct has not been explained or accounted for to its satisfaction but was not such as warrant expulsion of the member, such Committee may instead, by a majority, suspend the member for a period not exceeding three months and it shall notify the Men's or the Ladies' Committee concerned of its decision with which such Committee shall abide. Should a majority of the Committee of Management not be satisfied that the charges of misconduct have been proved no further action shall be taken.

15.4 If no explanation of his or her conduct shall be given by the member, or if such explanation shall be considered unsatisfactory by the Committee of Management it may, provided that not less than two-third majority of the members of the Committee vote for such course of action

15.4.1 recommend to the Committee of the Golf Club concerned that such member be expelled by that Committee which may, in its absolute discretion, decide to act on or reject on such recommendation.

15.4.2 Should the Committee concerned decide to act on such recommendation it may only do so provided that not less than a two-third majority of such Committee vote in favour of expulsion.

15.4.3 The Committee concerned shall notify the Committee of Management of its decision and, if it is to reject the recommendation it shall request the Committee of Management to proceed in accordance with Clause 15.3

15.5 When the Committee concerned has resolved that a member be suspended or expelled, such member shall, within seven days of the date of the decision, be given notice, in writing, by the Honorary Secretary, or other authorised officer, of his or her club of the decision, by registered post or by delivery of such notice to his or her last known address. Such person shall have the right of appeal against the decision, within fourteen days of the date of notification. The appeal shall be made, in writing, to the Secretary/Manager.

15.6 Notice of an appeal under Clause 15.5 having been given, the decision shall not take effect for a period of twenty one days from the date of the notification by the Club to the Member and the relevant Men's or Ladies' Committees notified of such appeal.

15.7 The Member shall have the right to have the appeal heard at an Extraordinary General Meeting of his or her Club requisitioned under Sub-Clause 16.1.2 provided that the necessary signatures for such requisition are procured either by the member in question or by any other Full Ordinary Member. This Meeting shall, by a majority, decide whether the expulsion shall be confirmed or repealed, or whether the period of suspension shall be confirmed reduced or repealed. Should the signatures provided for in Sub-Clause 16.1.2 not be obtained within twenty one days from the date of the notification by the Club to the Member, the Committee concerned shall have power to deem the appeal to have lapsed and to enforce the decision forthwith, or allow an additional period should it decide, by a simple majority, that the circumstances warrant it .

15.8 A decision by the Committee of Management of other Committee concerned under this Rule shall stand unless and until an appeal is received, by an Officer of the Committee of Management, against it . Provided an appeal has been received, and an Extraordinary General Meeting duly requisitioned, the expulsion or suspensions shall not then take effect, pending the holding of the Extraordinary General Meeting.

15.9 During the period of suspension the member shall not be entitled:

15.9.1 to enter upon the Club property whether in the company of another member or otherwise

15.9.1.1. Save only to collect his or her property or,

15.9.1.2 for the purpose of attending any General Meeting which may be held during the period of suspension

15.9.2 to a refund or rebate of the whole or any part of his or her annual subscription or other sum paid or payable by him or her to the Club in respect of the year during which the suspension occurs.

15.10 A person who has been expelled from membership shall not be entitled:

15.10.1 To enter upon the Club property, whether in the company of another member or otherwise

15.10.1.1 save only to collect his or her property

15.10.2 to a refund or rebate of the whole or any part of his or her subscription or other sum paid or payable by him or her to the Club in respect of the year during which the expulsion occurs.

15.11 Any Member expelled by his or her Golf Club under this Rule shall automatically cease to be a member of the Joint Club

15.12 All voting under this Rule shall be by secret ballot.

## **16. Special and Extraordinary General Meetings**

16.1 In addition to the statutory Annual General Meeting

16.1.1 The Committee of any of the Clubs may, at its discretion, convene a Special General Meeting of the voting Members of such Club to consider and decide on any matter which the Committee considers is of such urgency that it cannot be held over until the Statutory Annual General Meeting.

16.1.2 A group of not less than 10 Voting Members, of any of the Clubs may submit a requisition to the Honorary Secretary of such Club requesting that an Extraordinary General meeting of the voting Members of such Club be convened. The requisition shall state the business to be brought forward and this matter will be the only business to be considered at such Meeting.

16.1.3 On receipt of such requisition it shall be the duty of the Committee of the particular Club to have an Extraordinary General Meeting convened without delay and failing notice of such Meeting being issued by the Committee concerned within fourteen days after receipt of such notice by the Honorary Secretary, any five members who have signed the requisition may issue notice of an Extraordinary General Meeting, which notice will be sufficient if published in three consecutive issues of a daily newspaper circulating in the locality of the Club at least ten days before the date fixed for such Meeting.

## **17. Notices and Quorum of General Meetings**

17.1 Seven days notice of every General Meeting convened by order of a Committee ( except Meeting called under Sub-Clause 16.1.3 when ten days notice is required ) shall be given to the members entitled to attend and vote at such meetings by a circular specifying the time and place of such meeting and the business to be transacted.

17.2 All notices calling meetings may be sent by post or e mail and addressed to members at such addresses as may be recorded in Club books.

17.3 No business shall commence or continue unless there is a quorum of 20 members entitled to vote in attendance at a General Meeting.

## **18. Mode of Voting at General Meetings**

18.1 No proxies shall be allowed.

18.2 Voting shall be by a show of hands or by ballot.

18.3 Ballot shall mean a vote on voting paper.

18.4 A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required by some other Club Rule.

18.5 In the event of a tie the Chairperson shall have and shall exercise a casting vote as provided in Sub-clauses 5.12.2, 6.12.2 and 7.15.2.

18.6 If any member at a General Meeting proposes that the mode of voting on any particular matter should be by ballot and this is seconded by another member, then the question of whether voting should be by a show of hands or by ballot shall be decided by a show of hands.

18.7 An election of candidates for membership of the Committee of either the Men's or the Ladies' Club or for membership of the Committee of Management shall be by ballot and all members voting must vote for the full number of candidates for whom there are vacancies otherwise such voting paper is invalid.

## **19. Minute Books**

19.1 The Men's Club, the Ladies' Club and the Joint Club shall each keep

19.1.1 A Minute Book in which shall be recorded the Minutes of Annual General, Special General and Extraordinary General Meetings and also

19.1.2 A Minute Book in which shall be recorded the Minutes of all Committee Meetings held in compliance with Clauses 5.7, 6.7 and 7.7.

19.1.3 The respective Minutes shall be read out at the next General or Statutory or other Committee Meeting and, when approved as being a correct record, shall be signed and dated by the Chairperson.

19.1.4 The Men's Committee and the Ladies' Committee shall each submit their Club Minute Books to the Committee of Management when required.

## **20. Playing Facilities**

20.1 The Committee of Management, in consultation with the Men's and Ladies' Committees shall prescribe the days and times when members of the Men's Club or the Ladies' Club shall have the use of the course for competitors or when the course is reserved for team matches, Union, Branch or District events,

20.2 It shall also decide on the facilities to be afforded to Societies.

20.3 The Committee of Management shall also be empowered to direct the days and times when fourballs or singles shall have priority commencing playing on the 1st or 10th tees and generally regulate the use of the course for the benefit of members.

## **21. Personal Property**

21.1 All personal belongings of members, visitors and others, brought to, kept at, or left on the premises of the Club ( either in the clubhouse or outside in the car park or on the course ) shall be at the sole risk of the Owners, and neither the Club nor any Committee shall be responsible for any loss or damage thereto however arising; but this rule shall not prejudice any claim by the Club or the Owners against Insurance Companies in case of fire, or when otherwise covered by Insurance.

## **22. Registration of Clubs Acts, 1904 - 1988 - Intoxicating Liquor Acts 1988, 1995 & 2000.**

22.1 The Bar shall open and close in accordance with the provisions of the Registration of Clubs (Ireland) Act 1904 and the Intoxicating Liquor (General) Acts 1924 to 1962, 1988, 1995 and 2000. In

particular no excisable liquor shall be supplied for consumption on the Club premises to any person ( other than a member of the Club lodging in the Club premises ) or be consumed on those premises by any person (other than such a member):-

- (a) At any time on Christmas Day or Good Friday, or
- (b) On any other day, outside the hours specified in respect of that day in Section 3 of the Intoxicating Liquor Act 2000.

The supply for consumption on the Club premises of excisable liquor, shall not be prohibited, to any person or the consumption of excisable liquor on these premises by any person:-

- (a) On Christmas Day between the hours of 1.00p.m and 3.00p.m.or between 7.00p.m. and 10.00p.m. or
- (b) On any other day for one hour after the expiration of any period in respect of that day during which it is lawful for the Club by virtue of Section 3 of the Intoxicating Liquor Act 2000 to supply any excisable liquor for consumption on the Club premises, if in each case the excisable liquor is :-
  - (i) Ordered by or on behalf of that person at the same time as a substantial meal is so ordered and
  - (ii) Consumed by that person during the meal or after the meal has ended.

22.2It shall not be lawful for any person to sell or expose for sale any intoxicating liquor or to open or keep open the Club premises for the sale of intoxicating liquor or to permit any intoxicating liquor to be consumed on the Club premises :-

- (a) At any time on Christmas Day or Good Friday/
- (b) On any other day as specified hereunder, outside the times specified in respect of it
  - (i) St. Patrick's Day between 12.30p.m. and 12.30a.m. on the following day
  - (ii) The 23rd of December if it falls on a Sunday, between 10.30a.m. and 11.30p.m.
  - (iii) Christmas Eve and the eve of Good Friday between 10.30a.m. and 11.30p.m.
  - (iv) The eve of any Public Holiday (other than Christmas Eve )
    - (i) If the eve falls on a weekday, between 10.30a.m. and 12.30a.m. on the following day, or
    - (ii) If it falls on a Sunday, between 12.30p.m. and 12.30am. on the following day

- (v) Any other Sunday ( except a St. Patrick's Day, which falls on a Sunday ) : between 12.30p.m. and 11p.m.
- (vi) Any other Monday, Tuesday or Wednesday between 10.30a.m. and 11.30p.m.
- (vii) Any other Thursday, Friday or Saturday between 10.30a.m. and 12.30a.m. on the following day.

22.2 No visitor shall avail of the facilities of the Club premises unless on the invitation of and in the company of a Club member, and shall, on entering the premises sign his/her name and address in the Visitors' Book.

22.3 No member of the Committee or staff employed in the Club shall have any personal interest in the sale of excisable Liquors therein, or in the profits arising from such sale.

22.4 No excisable Liquor shall be sold or supplied in the Club premises to any person under the age of eighteen years.

### **23. Change of Constitution and Rules.**

23.1 No rule of either the Men's Club or the Ladies' Club shall be repealed or altered or new rule made except at a General Meeting of such Club and by consent of at least two-thirds of the members present and entitled to vote at such meeting and written notice of the proposed changes must be sent to the Honorary Secretary with the names of the proposer and seconder attached, at least three weeks previous to the Meeting at which same is to be considered.

23.2 No rule of the Joint Club shall be repealed or altered or new rule made except at a General Meeting and by consent of at least two thirds of the members present and entitled to vote at such meeting and written notice of the proposed changes must be sent to the Honorary Secretary of the Joint Club with the names of the proposer and seconder attached, at least three weeks previous to the meeting at which same is to be considered.

23.3 The Honorary Secretary shall place the proposal on the Club Notice Board and put the item on the Agenda for the next General Meeting of the Club concerned.

**23.4 Any change in the Constitution of the Club which effects Rule 10 of the Constitution of Golf Ireland must be submitted to the Union for approval prior to adoption.**

23.5 Any change in the rules of the men's or ladies Club shall not be in conflict with the Constitution of Golf Ireland.

### **24 Income and Property**

The income and property of the Club shall be applied towards the promotion of the main object(s) as set forth in this Constitution. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Club. No officer shall be appointed to any office of the Club be paid by salary or fees, or receive any remuneration or other benefits in money or money's worth from the Club. However, nothing shall prevent any payment in good faith by the Club of:

- a) reasonable and proper remuneration to any member or servant of the Club (not being an officer) for any services to the Club;
- b) interest at a rate not exceeding 1% above Euro Interbank Offered Rate (Euribor) per annum on money lent by an officer or other members of the Club to the Club;
- c) reasonable and proper rent for premises demised and let by any member of the Club (including an Officer) to the Club;
- d) reasonable and proper out-of-pocket expenses incurred by any officer in connection with their attendance to any matter affecting the Club;
- e) fees, remuneration or other benefit in money's worth to any Company of which an officer may be a member holding not more than one hundredth part of the issued capital of such Company.

#### Winding Up

If upon winding up or dissolution of the Club there remains, after satisfaction of all debts and liabilities, any property whatsoever, it shall not be paid or distributed among the members of the Club. Instead, such property shall be given or transferred to some other institution or institutions having main objects similar to the main objects of the Club. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of their income and property among their members to an extent at least as great as is imposed on the Club under or by virtue of the Income and Property clause hereof. Members of the Club shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object. Final accounts will be prepared and submitted that will include a section that identifies and values any assets transferred along with the details of the recipients and the terms of the transfer.

- f) No additions, alteration or amendment shall be made to the provisions of the objects clause, the income and property clause, the winding up clause, the keeping of accounts clause or this clause of Constitution for the time being in force unless the same shall be previously approved in writing by the Revenue Commissioners.

## **25 Rules of Golf and Local Rules**

### **25.1 The Rules of the Game of Golf for the Men's and the Ladies' Clubs shall be the Rules of Golf as approved by the Royal and Ancient Golf Club of St. Andrews.**

25.2 In addition the Committee of Management, in consultation with the Men's and Ladies' Committees in compliance with Sub-Clause 7.9.1 shall from time to time prescribe such Local Rules as it considers necessary having regard to the nature of the course or otherwise provided such Local Rules are not contrary to or at variance with the Rules of Golf or directives issued by Golf Ireland.

## **26. Bye-Laws**

26.1 The Committee of Management shall have power from time to time in compliance with Sub-Clause 7.9 to make such Bye-Laws as it considers necessary and to alter and repeal same.

26.2 Each of the Men's and the Ladies' Committee shall have power from time to time to make such Bye-Laws as it considers necessary for matters under their respective jurisdiction.

### **23.6 Revenue additions, alterations and amendments; Income and Property**

**The income and property of the Club shall be applied towards the promotion of the main object(s) as set forth in this Constitution. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Club. No officer shall be appointed to any \*\*office of the Club be paid by salary or fees, or receive any remuneration or other benefits in money or money's worth from the Club. However, nothing shall prevent any payment in good faith by the Club of:**

- a) reasonable and proper remuneration to any member or servant of the Club (not being an officer) for any services to the Club;**
- b) interest at a rate not exceeding 1% above Euro Interbank Offered Rate (Euribor) per annum on money lent by an officer or other members of the Club to the Club;**
- c) reasonable and proper rent for premises demised and let by any member of the Club (including an Officer) to the Club;**
- d) reasonable and proper out-of-pocket expenses incurred by any officer in connection with their attendance to any matter affecting the Club;**
- e) fees, remuneration or other benefit in money's worth to any Company of which an officer may be a member holding not more than one hundredth part of the issued capital of such Company.**

#### **Winding Up**

**If upon winding up or dissolution of the Club there remains, after satisfaction of all debts and liabilities, any property whatsoever, it shall not be paid or distributed among the members of the Club. Instead, such property shall be given or transferred to some other institution or institutions having main objects similar to the main objects of the Club. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of their income and property among their members to an extent at least as great as is imposed on the Club under or by virtue of the Income and Property clause hereof. Members of the Club shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object. Final accounts will be prepared and submitted that will include a section that identifies and values any assets transferred along with the details of the recipients and the terms of the transfer.**