

CONSTITUTION OF RATHANGAN TENNIS CLUB

1. NAME OF CLUB.

The club shall be called "Rathangan Tennis Club".

The primary object of the club shall be the promotion of Tennis but shall also include sporting and social activities for the benefit of its members.

2. CONSTITUTION OF THE CLUB.

The Club shall consist of a President, Chairperson, Vice Chairperson, Treasurer, Captain, Secretary, Social Media Manager / PRO, Competitions Manager, Juvenile Officers, General Committee Members or any other category of membership which the Committee may choose to introduce from time to time.

The management of the Club shall be in the hands of the Committee.

3. MEMBERSHIP.

The maximum of Full Members in any year shall be 500 unless otherwise determined by the members at any Annual General Meeting or Special General Meeting.

A candidate for full membership must be 18 years of age at date of application to membership.

Full Members of the Club are those entitled to attend and vote at any General Meeting, namely Senior and Family memberships.

4. SENIOR MEMBERS.

The Committee shall have the power to admit as a Senior Member any person aged 18 or over on the 1st of January of the subscription year.

Application for membership shall be made to the Club.

Acceptance or rejection of any application shall be at the discretion of the Club Committee.

Any member who is not eligible for any other category shall be deemed to be a Senior Member.

In order to qualify for any education discount confirmation from the educational institute must be produced and the discount must be applied for annually.

5. FAMILY MEMBERSHIP.

Those applicants who are Parents or Guardians (not more than two) and his, her or

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their children who are under 17 years of age on the 1st January of the subscription year or in full time education, to a maximum of 23 years of age shall be eligible for Family Membership.

Those members who are entitled to Family Membership and are over 18 years of age shall be deemed to be Full Members.

6. JUNIOR MEMBERS.

(a) The Committee shall have the power to admit as a Junior member any candidates aged 4 years and over and under 18 years on the 1st of January of the year of application for membership.

(b) The maximum number of Junior members in one year will be determined by the Full Members at the annual General Meeting held in the previous year.

(c) Junior Members shall have the right to attend General Meetings and Special General Meetings but shall not have the right to vote or hold office.

(d) The rights and privileges of Junior Members shall be expressed in the Bye Laws in force from time to time.

7. ASSOCIATE MEMBERS

Full Members who no longer play tennis but wish to remain involved with the club may be proposed to the Main Committee for consideration for Associate Membership.

Associate Members must fulfil all of the following criteria:

- Have held full membership of the club for a period of 20 years.
- No longer play tennis.
- Have no less than 3 current Full Members to propose their application for Associate Membership.
- Gain a majority vote from the Main Committee to accept the application. If any of the named proposers are members of the Main Committee then they shall not be eligible to vote on the application.

Associate Members shall be deemed to be Full Members except for the right to play tennis or to introduce visitors to play tennis in the Club.

Any Associate Member who wishes to change to any other membership category must make application stating their reasons to the Main Committee.

8. HONORARY MEMBERS AND HONORARY LIFE MEMBERS.

The Club at a General Meeting may upon the unanimous recommendation of the Committee elect Honorary Members for a specified period and Honorary Life members in recognition of their services to the Club or to the game of Tennis or by reason of such person having

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attained such special distinction in any other sphere that in the opinion of such General Meeting, it is desirable in the interests of the Club to elect such person as an Honorary member or Honorary Life Member.

Honorary members shall not have the rights of Full members.

9. PAYMENT OF SUBSCRIPTION, LEVIES, AND OTHER CHARGES.

(a) The subscription year commences on the 1st of April of each year. Anybody who has not paid their subscription by the 30th of April in any year will be deemed to have allowed their membership to lapse.

Anyone who has allowed their membership to lapse will have to be processed through the procedure for new members.

The committee shall have the power to spread, waive, or otherwise adjust subscriptions and other amounts owing, where circumstances clearly warrant it.

Anyone who has not paid their levy, levies, fine(s) or any other charges by the due date (as determined by the Committee) in any year will be deemed to have relinquished their membership.

(b) The Subscription and any other levy or levies or charge or charges and the entrance fees for each category of membership shall be such sums as the Members may determine at the Annual General Meeting preceding the start of the subscription year.

(c) All subscriptions shall be payable to Rathangan Tennis Club.

10. ADMISSION OF MEMBERS.

(a) Application for membership shall be made to the Club.

Acceptance or rejection of any application shall be at the discretion of the Club Committee.

(b) If the appropriate subscription and Entry Fee is not sent within an appropriate timeframe the application shall not be considered.

(c) No person shall be allowed become a member, Honorary Member, Life Member or Honorary Life Member of the Club or be relieved of the payment of the regular entrance fee, subscription, levy, levies, fine or fine(s) or any other charges as are applicable, except those possessing certain qualifications defined hereunder and subject to conditions and regulations prescribed in the rules.

(d) Each application shall be considered at the next Committee meeting. Each such application shall be determined by ballot of the Committee.

One adverse vote in three shall exclude the candidate from membership.

11. CHILD PROTECTION POLICY

The Club is fully committed to safeguarding the well-being of its members.

To that end the Club expects that each individual member of the Club shall at all times show respect and understanding for the rights, safety, and welfare of all members, adults, and

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children, and to conduct themselves in such a manner that conforms with the principles of the Club and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport in Ireland (Irish Sports Council & The Sports Council for Northern Ireland 2000).

12. OFFICERS OF THE CLUB.

(a) The President shall be elected at General Meetings of the Club.

The President shall retire annually and shall be eligible for re-election, but no person shall hold office of President for more than two consecutive years.

(b) The Club, at a General Meeting, shall elect Treasurers (not more than two) who shall retire annually and shall be eligible for re- election.

(c) The Treasurer(s) of the Club for the time being will have charge of the finances of the Club and shall keep correct accounts and books showing the financial affairs and receipts and disbursements of the club.

(d) The Club, at an Annual General Meeting, shall elect Captain who shall hold office until the next Annual General Meeting but no person shall hold the office of Captain for more than two consecutive years.

13. THE COMMITTEE.

(a) The Committee, at a General Meeting, shall be elected for one year by the General body of members and shall be subject, to re-election annually as set out hereunder.

The outgoing President may at his/her discretion become a Member of the Committee for the year after holding office.

14. NOMINATIONS FOR COMMITTEE.

(a) Nominations of Officers can be made to the President in writing at least fourteen days before the date of the Annual General Meeting.

Such notices of Nominations, duly proposed and seconded, shall be posted on the Club Notice Board at least six days prior to the date of the Annual General Meeting except that the names of two Candidates for membership of the Committee may be individually proposed and seconded at the Annual General Meeting by members of the Club present at the meeting.

If more than two Members are so proposed and seconded, a preliminary secret ballot shall be taken at the meeting to determine which two of those nominated at the meeting shall contest the election.

(b) Nominations may also be proposed and seconded at the General Meeting. In this instance also, if more than the permitted number of Members are so proposed and seconded from the floor, a preliminary secret ballot shall be taken at the meeting to determine which of those Members nominated at the meeting shall contest the election.

15. VOTING RIGHTS.

(a) A secret ballot shall be taken at the Annual General Meeting if there are more nominations than there are vacancies to be filled.

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Such ballot shall be conducted in secret, but voting papers containing a lesser number of votes than there are vacancies shall be invalid.

Co-opted Members of the Committee shall retire at the next Annual General Meeting following the date of their co-option but shall be eligible for election at the Meeting.

The Chairman of the General Meeting shall appoint two scrutineers.

(b) All voting shall be by secret ballot with the determination of the winners of any ballot being given to the General meeting without the actual number of votes so cast for any candidate being disclosed to the members.

Notwithstanding this provision, any candidate seeking election to any Committee of Sub Committee shall be entitled to a full breakdown of the votes cast in the election for such candidate to such Committee or Sub Committee for which he or she were so nominated for election.

(c) The right to vote at any General Meeting shall be afforded to Full Members only.

16. DUTIES AND POWER OF COMMITTEE.

(a) Seven members of the Committee shall form a quorum.

The committee shall have power to co-opt members to fill any vacancies which may occur through death or resignation.

The Chairperson's at all general meetings and committee meetings shall have a deliberate as well as a casting vote.

(b) The Committee shall have power from time to time to appoint and remove such personnel/employees as they consider necessary at any time for the due management of the Club.

(c)

(i) Any Member of the Club entrusted with Club funds shall be under an obligation to forward same to the Honorary Treasurer or lodge to the Club Bank Account(s) without delay.

(ii) The Committee, except in the case of fraudulent acts, shall be indemnified against risk and expense out of the Club property and by the general body of Members for the time being.

(iii) Trustees and Committee Members shall not gain directly or indirectly from Contracts entered into with the Club.

17. ANNUAL GENERAL MEETING.

The Annual General Meeting shall be held each year before March 30th on a date to be fixed by the Committee for the purpose of electing the Officers of the club, the Committee of the Club, of receiving the report of the Secretary, of considering the Annual Statement of Accounts and the Treasurer(s) Report thereon and transacting any further business permitted by the Chairman.

At least three weeks' notice of the date of the meeting must be furnished

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to all members with the right to vote and shall state the agenda to be placed before the meeting.

18. SPECIAL GENERAL MEETING.

The Committee may at any time convene a Special General Meeting of the Club, subject to at least one week's notice of the date of such meeting being furnished to all members with the right to vote, such notice to specify, in the form of a resolution or resolutions the business which it is intended to submit to such Meeting, and the discussion at such Meeting shall be confined to such business.

Such a meeting shall be convened by the Committee, whenever the Committee receive a requisition in writing to that effect but within one month of receipt of such requisition, signed by at least forty existing members with the right to vote, of the Club, provided that such requisition states distinctly the business to be submitted for discussion to such meeting.

19. MOTIONS FOR AGM AGENDA.

A Member with the right to vote shall be entitled to have a motion placed on the Agenda of the Annual General Meeting provided that: -

- (a) The motion is seconded by another Member with the right to vote, and
- (b) Notice of the motion is transmitted in writing to the President, together with the names of the proposer and seconder between the 1st day of January and the 15th of February, preceding the Annual General Meeting in order that the Committee may have the opportunity of considering the subject matter of the motion.
- (c) No motion may be proposed at a General Meeting other than motions specified in the Notice convening the Meeting or motions which under the Rules are to be dealt with at the Meeting, or such as arise directly from the subject under discussion or are in the nature of amendments, riders or addenda to such motions.

It shall be open, however, for any member at such Meeting to move the adjournment thereof or any vote of thanks, condolence or congratulations without notice.

- (d) In case any General Meeting is adjourned for a period of seven days or more, any motion may be dealt with at such adjourned General Meeting notwithstanding that notice thereof was not given or posted in accordance with the first paragraph of the Rule, if such notice is given to the Secretary in writing at least six days before the date of such adjourned Meeting and posted on the Club Notice Board at least 6 days prior to that date.

38. SUSPENSION AND EXPULSION OF MEMBERS.

A Disciplinary Sub Committee shall be formed each year and shall consist of five persons namely: the President, two members of the main Committee and two ordinary members, all nominated by the main Committee.

- (a) (i) The Committee may, in exceptional circumstances, upon complaint being made and where the exigencies of the good of the Club and/or its members so warrant, and having

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considered any material available at that time suspend any member for a period not in excess of fourteen days for alleged breach of Club Rules or serious misconduct.

(ii) In the event of such complaint being made against any member(s) the member(s) shall be asked to attend before the Committee which will hear the complaint(s) made against the member(s) and afford him or her the opportunity to explain oneself.

(iii) Such member(s) shall, as soon as practicable after the lodging of any complaint and where reasonably possible, be given a written statement of the complaint(s) made against him or her in that particular matter.

(b) (i) The Committee shall upon receipt of a written complaint and in the interests of the Club, having considered any available material refer such complaint to the Disciplinary Sub-Committee for determination.

(ii) The Disciplinary Sub Committee shall within seven days of the referral of such complaint to them prepare a written statement of the complaints which shall be served on the member against whom such complaint has been made with a request that such member attend before the Disciplinary Sub Committee not less than seven and not more than twenty one days from that date, at which meeting the member shall be afforded an opportunity to explain him or herself.

(iii) If the Disciplinary Sub Committee is of the opinion that the complaints have been proved, they may recommend the imposition of such punishment as it thinks fit, either by way of imposing a fine, suspension of the member for a period of time, or expelling such member from membership of the Club.

(iv) The Disciplinary Sub Committee shall act on a majority vote in arriving at its decisions and shall refer its recommendation to the main Committee of the Club within seven days of the Disciplinary Sub Committee decision for final determination by the Committee.

(v) The final determination of the complaint against a member under this sub paragraph shall be determined by the main Committee, but such of its members as have participated in the hearing of the Disciplinary Sub Committee with the exception of the President shall not participate in or attend in the voting on the issue and may only attend for the purpose of giving evidence.

The member so affected may attend and shall be afforded an opportunity to explain him or herself.

The main Committee after hearing the member, where the member has chosen to attend to be heard may then affirm, reverse, or vary the findings and/or the penalty, recommended by the Disciplinary Sub Committee, provided that any such decision be supported by at least two thirds of the members of the Committee there present and voting.

(vi) Any member expelled in accordance with these rules or otherwise ceasing to be a member of the Club shall forfeit all such rights to or claims upon the Club, its property and funds as he/she would have had by reason of membership.

20. MINUTES.

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Minutes shall be made in proper books of all Resolutions and proceedings of main Committee and subsidiary Committees and every Minute signed by the Chairman who will preside at the Meetings at which such minutes are read shall be sufficient evidence of the matters therein contained.

21. VISITORS.

The Committee and Members may introduce visitors for the purpose of playing on any day.

The names of the Member and of his or her visitors must be registered by booking a slot on the court booking system with the persons Name (Guest).

No visitor may be introduced to the club any more than 3 times in one 12 month period.

The Committee shall have the right to suspend or vary the Rule and also to refuse admission to any visitor, without assigning any reason.

22. CHANGE OF RULES.

The Committee from time to time may alter or add to the Rules for the purpose of complying with the provisions of the Registration of Clubs (Ireland) Act 1904 - 1986, or of any statute amending same and, save for the purpose aforesaid, no other rule of the Club shall be repealed or altered, nor new rules made except at a General Meeting and written notice of the proposed change must be sent to the Secretary with names of proposer and seconder attached at least seven days previous to the meeting called for its consideration. Rules properly brought before a General Meeting may only be altered, abrogated or added to by the vote of two-thirds of the Members present and voting.

23. BYE-LAWS.

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

Every member, visitor or other persons using the Club premises shall be subject to and must comply with all Bye-Laws then in force.

Such Bye-Laws shall be posted on the Club notice board.

24. INCOME AND PROPERTY

The income and property of the club shall be applied solely towards the promotion of its main object(s) as set forth in this constitution.

No portion of the clubs income or property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the members of the club.

No officer shall be appointed to any office of the association 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 association of: -

(a) reasonable and proper remuneration to any member of the club (not being an officer) for any services rendered to the club.

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(b) reasonable and proper remuneration to any member of which a member or officer of the club is a Director or Shareholder, for any services rendered to the club.

(c) interest at a rate not exceeding 5% per annum on money lent by officers or other members of the club to the club.

(d) reasonable and proper rent for premises demised and let by any member of the club (including any officer) to the club.

(e) reasonable and proper out-of-pocket expenses incurred by any officer of the club in connection with their attendance to any matter affecting the club.

(f) fees, remuneration or other benefit in money or money's worth to any Company of which an officer may be a member holding not more than 100 part of the issued capital of such Company.

25. WINDING UP

If upon the winding up or dissolution of the club there remains after the satisfaction of all its debts and liabilities, any property whatsoever, it shall not be paid to 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 club or clubs to which the property is to be given or transferred shall prohibit the distribution of its or their income or property among its or their members.

Members of the club shall select the relevant club or clubs 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.