

# ROSSMORE GOLF CLUB



## CONSTITUTION & RULES

# ROSSMORE GOLF CLUB CONSTITUTION

## Part I.

### 1 The Constitution

1.1 The members of Rossmore Golf Club enact and adopt this as the Constitution of Rossmore Golf Club.

1.2 The Club and its constituent parts must, at all times from the date of its adoption, be governed by and operate subject to this its Constitution and the decisions of voting members determined by resolutions passed at a general meeting of the Club.

### 2 Name, Membership, Postal Address and Club Colours

2.1 The name of the Club is Rossmore Golf Club, hereinafter referred to as “the Club”.

2.2 The Club consists of Pavillion Members, Members of the Men’s Club and the Members of the Ladies Club.

2.3 The location and postal address of the Club is ‘Tullyard, Monaghan H18R792 in the County of Monaghan’.

2.4 The Club colours are ‘Green and Yellow’.

### 3 Club Objectives and Mission

3.1 To provide club members, guests and visitors with a good quality golfing experience.

3.2 To promote friendship and a spirit of fellowship among members.

3.3 To promote the game of golf, high standards of conduct, golf etiquette and respect for fair play among members.

## 4 Property and Clubhouse

4.1 The Club provides and maintains for members, guests and visitors a Golf Course at Tullyard, Monaghan and facilities incidental to the playing of golf. In addition the Club provides clubhouse facilities including a licenced clubhouse, food, beverages and refreshments, in so far as prudent and practicable.

4.2 The Club owns part of, leases part of and occupies part of the lands, golf course and facilities located in parts of the townlands of Tullyard, Tullynarney and Cornaglare, Monaghan in the County of Monaghan and the Club must manage and operate the golf course and Clubhouse facilities in accordance with and subject to the terms and conditions of any such lease or licence.

4.3 The Clubhouse facilities must be operated in accordance with the rules from time to time prescribed by the Management Board and in compliance with legal requirements pertaining to the operation of such facilities by the Club.

4.4 The ownership of club lands and property must be vested in the Club Trustees to be held by such Club Trustees in trust for the members of the Club.

## 5 Management

5.1 The Management Board manage the business of the Club. The Management Board are required to hold and maintain efficiency and financial prudence as core objectives in managing the affairs of the Club. The Management Board may delegate to the Men's Club and to the Ladies Club respectively, authority to control, to regulate and administer the playing of men's golf and ladies golf.

## 6 Conduct of and Protection of Members

6.1 The Club must defend and vindicate the well being of its members. Club members are hereby required, at all times, to demonstrate respect, courtesy and understanding for other

members rights, safety, welfare and well being and must conduct themselves in a manner that reflects well upon the Club and fellow members and must respect the guidelines contained in the code of ethics and good practice in respect of children participating in sport free from molestation, bullying or intimidation.

6.2 Junior Members not having attained the age of twelve years must be accompanied at all times on the course and on Club premises by an adult member of the Club.

## 7 Equality

7.1 The Club must vindicate the rights of members conferred in the Equal Status Acts 2000-2008.

## 8 Fair Play

8.1 The principle of fair play governs the manner in which all Club Competitions will be played and club representative teams selected. The Club may introduce any measure, it may deem necessary to vindicate this objective.

## 9 Code of Ethics

9.1 The Club hereby adopts and is hereby required to promote and vindicate; the 'Code of Ethics for Golf for Young People 2011' adopted by Golf Ireland and the Professional Golfers Association; the 'Children First' policy guidelines issued by The Department of Health as revised in 2009; current The Irish Sports Council 'Anti-Doping Rules' as hereafter amended from time to time.

9.2 The Club must in so far as practicable seek to counter intimidation and bullying within the Club and safeguard the wellbeing, safety and welfare of all members, visitors and guests.

## Part II. The Club Trustees

### 10 The Club Trustees

10.1 All real property and assets of the Club must be vested in the Club Trustees and must be held in trust by them on behalf of the members. The Management Board alone may nominate a candidate for appointment as a Club Trustee. Appointment is subject to confirmation by resolution passed by members at a General Meeting of the Club.

10.2 The Club Trustees have authority, subject to direction by the Management Board:

- (1) To open or close bank accounts on behalf of the Club.
- (2) To borrow and repay loans on behalf of the Club.
- (3) To pledge security on behalf of the Club.

10.3 The Club Trustees have authority, subject to sanction by the members by resolution passed at a general meeting of the Club, to purchase or dispose of property.

10.4 The number of Club Trustees is not less than three and not more than five. A Club Trustee must have had not less than five years continuous membership as an Ordinary Member, Family Members, Life Member or an Honorary Life Member.

10.5 The Club Trustees must deal with the real property and the assets of the Club as the Management Board may from time to time direct. Conclusive evidence of a direction by the Management Board to Club Trustees is the entry of such direction in the minute book of the Management Board signed by the Managing Secretary.

10.6 A Club Trustee remains in office until he or she resigns or ceases to be a member or is removed from office by a resolution carried by a two-thirds majority of the members present and voting at a General Meeting of the Club.

10.7 In the event that the number of Club Trustees falls below three the Management Board must fill the vacancy as soon as practicable. Pending the appointment of a Club Trustee the remaining Club Trustees have full power. No personal liability attaches to any Club Trustee except to the extent of funds or property of the Club actually received by him or her.

10.8 Every instrument to which the signature of the Club Trustees is required must be signed by not less than three Club Trustees and thereafter binds all Club Trustees and the Club.

10.9 Each Club Trustee is hereby indemnified out of Club property and assets in respect of liabilities and expenses arising from their trusteeship. In the event of a deficit the voting members of the Club hereby indemnify each Club Trustee.

10.10 A Club Trustee is entitled to attend all meetings of the Management Board, without voting rights, in his or her capacity as a Club Trustee.

10.11 The Management Board must meet the Club Trustees not less than once each calendar year to review the affairs of the Club.

## Part III. The Club Officers

### 11 The Club Officers

11.1 All members being members of the Management Board, the Men's Club Committee or the Ladies Club Committee are officers of the Club.

### 12 Honorary Club Officers

12.1 The following are Honorary Officers of the Club and are not and may not be levied with an annual subscription in respect of their respective year or term in office:-

The Club President.

The Captain of the Men's Club.

The Captain of the Ladies Club.

The Chairperson of the Management Board.

The Club Treasurer.

The Managing Secretary of the Club.

The Assistant Managing Secretary of the Club.

### 13 Nomination of The Club Officers

Nominations for the positions of Chairperson of the Management Board, Managing Secretary, Assistant Managing Secretary, Chairperson of the Clubhouse and Social Committee, Chairperson of the Greens Committee and Club Treasurer are to be made by a proposal of an ordinary or life member of 5 years' standing and seconded by an ordinary or life member of 5 years' standing."

### 14 Notice of Nomination of The Club Officers

14.1 Notice of all nominations must be posted on the Club Notice Board and emailed to members not less than 21 days prior to a general meeting of the Club by the Managing Secretary.

## 15 Election of The Club Officers

15.1 In the case of each appointment, election is by majority vote at a general meeting of the Club.

## 16 The Club President

16.1 The role of the Club President is ambassadorial in nature. A term of office of the Club President is one year.

## 17 Nomination of The Club President

17.1 The Men's Club Committee and the Ladies Club Committee must jointly nominate an incoming candidate for appointment as Club President.

## 18 Notice of Nomination of The Club President

18.1 Notice of such nomination must be posted on the Club Notice Board and emailed to members not less than 21 days prior to a general meeting of the Club by the Managing Secretary.

## 19 Election of The Club President

19.1 Appointment of the Club President is by election by majority vote at a general meeting of the Club.

## 20 The Vice-Captain

20.1 An incoming Vice-Captain of the Men's Club and an incoming Vice-Captain of the Ladies Club is to be nominated by the current Vice-Captain of the respective Men's Club and Ladies Club on the majority advice notified by letter to the Managing Secretary, of a selection committee comprising the Captain, the Vice-Captain and not less than three of the immediate Past Captains available from the respective Men's Club and Ladies Club.



## 21 Notice of Nomination of The Vice-Captain

21.1 The name of the candidate must be posted on the Club Notice Board and emailed to members not less than 21 days prior to a general meeting of the respective Men's Club and Ladies Club.

## 22 Election of The Vice-Captain

22.1 Appointment as Vice-Captain is by election by majority vote at a general meeting of the Club. A newly elected Vice-Captain holds office for a period of two years and during the second of these years serves as Captain of the Men's Club or Captain of Ladies Club as may be appropriate.

22.2 In the event that a nominated candidate is not elected at a General Meeting the process prescribed in this Constitution must be repeated and the appointment made at a Special General Meeting that must be held within a further 28 days.

## Part IV. Management

### 23 The Management Board

23.1 The Club is managed and controlled by the Management Board. The Management Board must meet not less than every second month. The Management Board manages and controls the business affairs of the Club and must be guided by considerations of financial prudence and operational efficiency.

23.2 The Management Board, in addition to the powers specifically conferred on it by this Constitution controls the finances of the Club, has power to engage, control and dismiss Club staff and has all administrative powers necessary to carry out the objectives of the Club in accordance with this Constitution.

23.3 The Management Board have the right to appoint and or dissolve, from the general body of the members of the Club, such Committees or Sub-Committees as the Board may consider appropriate from time to time and has jurisdiction over and power by resolution of the Management Board to direct the Men's Club Committee and the Ladies Club Committee.

23.4 The Management Board may make and from time to time alter or rescind such local rules, byelaws and regulations for the management of the Club, as it may consider necessary. Such local rules, byelaws and regulations must be posted on a Club Notice Board.

23.5 The Management Board must maintain proper books and records showing all monies received and expended by the Club, all sales and purchases of goods by the Club and record the assets and liabilities of the Club. The accounts and books must be kept in such a manner as is necessary to give a true and fair view of the state of the Club's affairs to members and to explain its transactions. The Management Board has ownership of, control of, use of and access to all monies in bank accounts opened in the name of the Club, the Men's Club and the Ladies Club and all monies held for or on behalf of the Men's Club Committee or the Ladies Club Committee.

23.6 The Management Board has the power at its discretion to borrow and maintain borrowings in the name of the Club. Club borrowing of every nature and kind may not cumulatively exceed twenty per cent of the total amount collected in subscriptions in the last

preceding subscription year save as hereinafter provided. Borrowing in excess of this limit is permitted subject to having first being approved by a simple majority of the members at a general meeting.

23.7 In the event that the Club borrowings cumulatively exceed twenty percent of the amount collected in membership subscriptions in the subscription year last preceding or the Club should fall into arrears in repaying its borrowings or if the Club fails to keep within its permitted overdraft limit for more than 90 days the Management Board must, within 30 days of being notified in writing by the Treasurer of such an occurrence, convene a general meeting of the members to inform the members of the Club's financial situation and propose remedial action. Such remedial action must secure the approval of a majority of the members at general meeting. For the purposes of this section the term 'borrowings' include all loans, overdraft and other facilities, leasing agreements and third party guarantees.

23.8 A decision on the part of the Management Board to expend or commit the Club to expend, a single amount, or cumulatively on a single project, an amount in excess of €50,000 must be submitted by the Management Board to a general meeting of the Club and must not be acted upon unless approved in advance by the members at a General Meeting.

23.9 The Management Board must account to the members each year at the Annual General Meeting concerning Club finances.

23.10 The Management Board may delegate specific tasks and responsibilities to the Men's Club Committee and the Ladies Club Committee and other Club Committees or sub-committees hereby or hereafter established or appointed. The Management Board may require and must be supplied by such committees at a time and in a form and the detail prescribed by the Management Board, financial budgets and reports that ensure the Management Board can comply with its financial and regulatory management oversight obligations to members.

23.11 The Management Board except as otherwise provided for in this Constitution, has power to regulate its own procedures.

23.12 A copy abstract of a decision, directive or resolution of the Management Board from the minutes signed by the Managing Secretary is conclusive evidence of any decision, directive or resolution.

## 24 Composition of the Management Board.

24.1 The Management Board consists of not more than nine members:-

The Chairperson

The Vice Captain of the Men's Club

The Vice Captain of the Ladies Club

The Club Treasurer

The Managing Secretary

The Assistant Managing Secretary

The Chairperson of the Green's Committee

The Chairperson of the Clubhouse Management and Social Committee.

24.2 The Vice Captain of the Men's Club and the Vice Captain of the Ladies Club by virtue of their position automatically are members of the Management Board for the duration of their respective terms of office.

24.3 The Management Board must comprise a minimum of two members of the Men's Club.

24.4 The Management Board must comprise a minimum of two members of the Ladies Club.

24.5 In the event that the number of men or ladies in the Management Board should be less than two the Captain of the Men's Club or the Captain of the Ladies Club must be co-opted by the Management Board as a member.

24.6 Club members having been ordinary members for a period of not less than five years are eligible for election to the Management Board.

## 25 Term of Office of Members of The Management Board

25.1 The term of office of members of the Management Board are the following:

The Vice Captain of the Men's Club	-	one year
The Vice Captain of the Ladies Club	-	one year
The Chairperson of the Management Board	-	three years
The Club Treasurer	-	three years
The Managing Secretary	-	three years
The Assistant Managing Secretary	-	three years
The Chairperson of the Clubhouse and Social Committee	-	three years
The Chairperson of the Greens Committee	-	three years

25.2 A retiring member of the Management Board may be nominated for re-election for a second term. A member of the Management Board may not serve more than two consecutive terms.

25.3 Five members present constitute a quorum for a meeting of the Management Board.

## 26 The Role of the Chairperson of the Management Board

26.1 The Chairperson of the Management Board leads, directs and supervises the Board in managing the business and financial affairs of the Club. The Management Board is the final decision making forum in respect of issues that the Captain of the Men's Club, the Captain of the Ladies Club, the Managing Secretary or the Chairpersons of Club Committees have been unable to resolve. The Chairperson of the Management Board is to act as Chairperson at Annual, Special and Extraordinary General Meetings of the Club. He or she must ensure that full and correct minutes of decisions are recorded and certified. The Chairperson of the

Management Board, in addition to his or her own vote, has a casting vote in the event of a tie in the votes in respect of any matter coming before the Management Board for decision.

## 27 Role of the Managing Secretary

27.1 The Managing Secretary is the Chief Administrative Officer of the Club and is to conduct the correspondence of the Club and have custody of all documents belonging to the Club. He or she is to summon all meetings and give all notices and orders required in the management of the Club and perform all other duties delegated to him or her by the Board. The Managing Secretary is to have such day-to-day administrative decision making powers as may be delegated to him or her by the Management Board. Such decision-making authority is to be exercised in his or her sole capacity or in conjunction with others as may be prescribed by the Management Board. He or she is to compile and maintain an electronic Register of Members to the standard of detail directed by the Management Board.

## 28 The Role of the Assistant Managing Secretary

28.1 The Assistant Managing Secretary is to act as the Club Public Relations Officer, as Recording Secretary and as Membership Secretary. He or she may deputise for and has the authority of the Managing Secretary in the absence of the Managing Secretary. He or she is to record, keep, maintain, prepare and present full and correct minutes of all proceedings at all general meetings of the Club and meetings of the Management Board.

## 29 The Role of the Club Treasurer

29.1 The Club Treasurer is the Chief Financial Officer of the Club. He or she is to keep himself or herself fully informed of all information and matters concerning the financial affairs of the Club, the Men's Club and the Ladies Club. He or she is to control all club monies and bank accounts and has the right to require that he or she be a required signatory on all cheques. He or she must produce and keep full and detailed budgets, accounts, books and records of income and expenditure and be responsible for the production of annual budgets and accounts suitable for audit. He or she has the right to sign all cheques and money transfers, approve electronic transfers and the right of management in respect of all club bank accounts. Bank transfers and all payments made on behalf of the Club must be

approved by the Treasurer and one other designated officer of the club by means of two signatures or joint use of an approved electronic code. He or she is responsible for consulting with the Treasurer of the Men's Club, the Treasurer of the Ladies Club, the Managing Secretary, the Greens Committee Chairperson, the Clubhouse/Social Committee Chairperson and others having control of planning or financial expenditure matters and oversight of budgets. He or she may direct the manner and the detail in which budgets and records of expenditure and income are furnished to him or her by the Treasurer of the Men's Club, the Treasurer of the Ladies Club, the Managing Secretary, the Greens Committee Chairperson, the Clubhouse/Social Committee Chairperson and others having control of planning or expenditure matters and oversight of budgets. He or she must report upon the financial state of the Club on not less than every 60 days to the Management Board.

29.2 He or she is accountable for the information, records and documents presented for audit. He or she is responsible for production of and presentation of audited accounts and balance sheets to all members at least seven days prior to the Annual General Meeting at which they are to be presented.

## 30 The Role of the Chairperson of the Clubhouse Management and Social Committee

30.1 The Chairperson of the Clubhouse Management Committee and Social Committee is to lead the Committee. He or she is to report to and is a member of the Management Board and is to be responsible for communication between the Committee and the Management Board. Excepting the green-keepers machinery shed and yard, he or she is responsible for the day to day upkeep, cleaning, management, maintenance, monitoring, renovation, planning and construction of club buildings and the car park .

## 31 The role of the Chairperson of the Greens Committee

31.1 The Chairperson of the Greens Committee is a member of the Management Board. He or she must prepare and ensure implementation of a fully documented and financially approved course development and a course maintenance plan in conjunction with the Men's Club Committee, the Ladies Club Committee and the Greens Staff. He or she has

responsibility to direct greenkeeping personnel in respect of the upkeep, maintenance and cleaning of the green-keepers machinery shed and yard.



## Part V. Club Membership

### 32 Number of members

32.1 Membership of the Club is open to all persons regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs subject to such limit on numbers as may be prescribed from time to time by the Management Board of the Club and as may be consistent with the safe and proper use of the available facilities of the Club and subject to the limitation hereinafter appearing concerning membership of the Men's Club and the Ladies Club.

### 33 Admission of Members

33.1 A male candidate for admission must be proposed by one voting member of the Men's Club and seconded by another. A female candidate for admission must be proposed by one voting member of the Ladies Club and seconded by another.

### 34 Membership Application Procedure

34.1 A voting member wishing to propose a candidate for election must complete the Application for Membership Form and must return to the Managing Secretary such form fully completed and signed by the applicant, the proposer and the seconder. The applicant must forward to the Managing Secretary such additional information, of which he or she is notified, as may be required by the Managing Secretary and the relevant Men's Club Committee or Ladies Club Committee. The completed application form of the candidate must be posted on the Clubhouse Notice Board at least 7 days before the relevant Men's Club Committee or Ladies Club Committee Meeting considers the application.

34.2 The election of all Membership Applicants to the Men's Club is vested in the Men's Club Committee.

34.3 The election of all Membership Applicants to the Ladies Club is vested in the Ladies Club Committee.

34.4 The election of all Membership Applicants as Honorary or Pavilion members is vested in the Management Board.

34.5 Any omission from or inaccuracy in the particulars relating to any candidate renders his or her election void.

34.6 There is no restriction on the number of applications that a prospective applicant may submit.

34.7 A copy of the Club Constitution must be furnished by email to the successful candidate upon his or her acceptance as a member and payment to the Club of the amount of entrance fee (if any), the capital levy (if any) and the yearly subscription fee payable by the category of member to which the candidate has been elected. A candidate on becoming a member of the Club is bound by Club Rules and by this Constitution.

## 35 Refusal of Membership

35.1 The respective Men's Club Committee or Ladies Club Committee may refuse membership without showing cause or providing any explanation.

## 36 Men's Club Membership

36.1 The membership of the Men's Club consists of Male Members, who are Life Members, Family Members, Ordinary Members and other subscribing members and such Honorary Members as may be elected from time to time under Club Rules.

## 37 Ladies Club Membership

37.1 The membership of the Ladies Club consists of Female Members, who are Life Members, Family Members, Ordinary members and other subscribing members and such Honorary Members as may be elected from time to time under Club Rules.

## 38 Membership Categories

38.1 The Club Membership categories are:

1. Ordinary Member
2. Family Ordinary Member
3. Senior Ordinary Member
4. Senior Ordinary Family Member
5. Ordinary Life Member
6. Honorary Life Member
7. Junior Member
8. Student Member
9. Long Distance Member
10. Honorary Member
11. Country Member
12. Pavilion Member
13. Temporary Member

## 39 Voting Member Categories

39.1 Ordinary Member

Ordinary Members comprise men and women who, having paid the entrance fee (if any), the annual subscription and a capital levy (if any) applicable to their membership category, are entitled to attend and vote at all annual general meetings and all special general meetings of either the Men's Club or the Ladies Club to which each such ordinary member has been elected and all annual general and all special general meetings of the Club. An Ordinary Member may propose and second new members, and nominate or be nominated for office subject to the rules and by-laws of the club.

39.2 Family Ordinary Member

An ordinary member being the parent of a Junior Member or a Student Member, an ordinary member married to or having entered into a registered civil partnership with another ordinary member, an ordinary member married to or having entered into a

registered civil partnership with another ordinary member and being the parent of a Junior Member or a Student Member, may apply to the Membership Secretary seeking designation as a Category One Family Ordinary Member or a Category Two Family Ordinary Member.

Family Member - Category One: An Ordinary Member being the parent of a Junior Member or a Student Member designated as a Family Member must pay, in addition to the ordinary member annual subscription a membership levy in respect of such, Junior Member or Student Member that must be determined from time to time by the Management Board.

Family Member - Category Two: An Ordinary Member married to or having entered into a registered civil partnership with another Ordinary Member are each be entitled to avail of such discount from the amount of the Ordinary Members annual subscription as may be determined from time to time by the Management Board and being also a parent of a Junior Member or of a Student Member must pay in addition a membership levy in respect of such, Junior Member or Student Member as must be determined from time to time by the Management Board.

### 39.3 Senior Ordinary Member

On reaching the age of sixty five, an Ordinary member or an Ordinary Family Member is entitled to apply to the Membership Secretary seeking designation as a Senior Ordinary Member or as a Senior Ordinary Family Member. In respect of the subscription year next following such designation as a Senior Ordinary Member or as a Senior Ordinary Family Member and thereafter the subscription payable will be such as, from time to time, has been determined by the Management Board.

### 39.4 Senior Ordinary Family Member

On reaching the age of sixty five, an Ordinary Family Member is entitled to apply to the Membership Secretary seeking designation as a Senior Ordinary Family Member. In respect of the subscription year next following such designation as a Senior Ordinary

Family Member and thereafter the subscription payable is such as, from time to time, has been determined by the Management Board.

### 39.5 Ordinary Life Member

A Ordinary Life Member is one of;

- Thirty Six Ordinary Members together with their respective spouses designated as Family Ordinary Life Members prior to the 21<sup>st</sup> December 1992.
- Six Ordinary Members designated as Single Life Members by resolution of a Special General Meeting of the Club held on the 1<sup>st</sup> July 2010.

### 39.6 Honorary Life Member

An Honorary Life Member is a person who has rendered exceptional service to the club or the game of golf, or a person whom the club wishes to honour. A person nominated as such by the Board of Management and approved by Ordinary Members at a General Meeting of the Club is designated as an Honorary Life Member. Honorary Life Members enjoy all the rights of Ordinary Member.

## 40 Non Voting Member Categories

### 40.1 Junior Member

A member is designated as a Junior Member, not having attained the age of 18 years prior to the 1<sup>st</sup> January of a subscription year. A Junior Member may secure such membership in his or her own right or by virtue of the Family Membership status of a parent of such Junior Member.

### 40.2 Student Member

A member may seek designation as a Student Member being either a full-time student enrolled in an state recognised third level educational establishment or enrolled in a state recognised apprenticeship programme who has not attained the age of 24 years on the first day of a relevant subscription year. A Student Member may secure such membership

in his or her own right or by virtue of the Family Membership status of a parent of such Student Member.

The Club will promote instruction in the rules of golf, golf etiquette, playing golf and participation in club competitions in respect of Junior Members and Student Members.

#### 40.3 Long Distance Member

A member being a long distance member must have his or her principal place of residence not less than 80 Kilometres (50 miles) from the Club.

#### 40.4 Honorary Member

The Men's Club Committee or Ladies Club Committee may, having secured the prior consent of the Management Board, elect a person as an Honorary Member of the Men's Club or the Ladies Club. Such members may play in and win all club competitions without restriction. Such membership designation may not exceed four years in duration.

#### 40.5 Country Member

A Country Member is a member who has secured a golf handicap through and is a voting member of another golf club.

#### 40.6 Pavilion Member

A Pavilion Member has access to and use of Clubhouse facilities

#### 40.7 Temporary Member

A Temporary Members is a member of another golf club authorised by the Managing Secretary to use the facilities of Rossmore Golf Course for a time period not exceeding ninety days. Such temporary members is not be entitled to play in Club Competitions or to introduce visitors.

40.8 In respect of each membership category the following provision applies;  
Playing privileges, the right to participate in club competitions and the entitlement to be awarded prizes shall be such as may be determined, from time to time, by the respective Men's Club and Ladies Club subject to exercise of a veto by the Management Board.

## Part VI. The Men's Club

### 41 Objectives

41.1 The Men's Club objectives are to:-

- a. Promote the Amateur game of golf amongst its members.
- b. Apply for affiliation to the Golfing Union of Ireland and accept, apply, respect and abide by the Constitution and Bye-Laws of the Golfing Union of Ireland and the Bye-Laws of the Ulster Branch of such Union.
- c. Accept and apply the Council of National Golf Unions unified handicapping system.
- d. Accept and recognise the R&A Rules Limited as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.
- e. In compliance with the GUI Bye-Laws pay, on such date as may be determined by the GUI, such capitation fees or other annual contribution as may from time to time be levied on each male member entitled to play golf. Such amounts are to be calculated per capita on every person who is a male home member of the club. A male member includes all categories of male club members with playing rights.

### 42 The Men's Club Committee Role and Responsibilities

42.1 The Men's Club Committee is to manage and conduct Men's Golf within the Club.

### 43 Composition of the Men's Club Committee

43.1 The Men's Club Committee consists of not less than nine members being:

The Captain of the Men's Club

The Vice Captain of the Men's Club

The Secretary of the Men's Club

The Treasurer of the Men's Club

The Greens Committee Delegate

The Competitions Secretary of the Men's Club

The Handicap Secretary of the Men's Club



The Immediate Past Captain of the Men's Club (ex officio)

The Clubhouse Management Committee Delegate

43.2 The Chairperson of the Men's Club Committee is the Captain of the Men's Club.

#### 44 Eligibility for Membership of the Men's Club Committee

44.1 A member being an ordinary male member of the Club is eligible for election to the Men's Club Committee. A candidate for election as a Men's Club Committee member is an ordinary member for not less than four years of the Men's Club.

#### 45 Notice Period for a General Meeting of the Men's Club

45.1 The notice period for a general meeting of the Men's Club is 28 days posted on the Club Notice Board and 28 days notice via e-mail sent to the members last recorded e-mail address as notified to the Club by the member.

#### 46 Nomination for Membership of the Men's Club Committee

46.1 A member being an ordinary male member of the Men's Club has the right to propose and or second a nomination of a member for election to the Men's Club Committee.

#### 47 Notice of Nomination for Membership of the Men's Club Committee

47.1 Notice of nomination must be submitted to the Secretary of the Men's Club not less than 14 days prior to the date of the Men's Club AGM and must be posted on the Clubhouse Notice Board by the Men's Club Secretary not less than 14 days prior to the Men's Club Annual General Meeting.

#### 48 Form of Notice of Nomination for Membership to the Men's Club Committee

48.1 The notice of nomination in a form prescribed by the Men's Club must identify and be signed by the nominated member, the proposer and the seconder.

## 49 Elections to the Men's Club Committee

49.1 Elections to the Men's Club Committee must be conducted at the Men's Club Annual General Meeting that must take place prior to the Club Annual General Meeting. Elections must be by secret ballot in the event that the number of candidates exceeds the number of positions to be filled. In the event of a ballot for election to the Men's Committee no ballot paper will be valid that does not contain the names of all nominees. The system of election must be by means of the approval voting system.

## 50 Term of Office of the Men's Club Committee

50.1 A member of the Men's Club Committee remains in office for one year unless he resigns, ceases to be a member or is removed from office by a resolution carried by a majority of the members present at a general meeting of the Men's Club.

## 51 Other Provisions in respect of the Men's Club Committee

51.1 A Men's Club Committee member is eligible for re-election but may not serve as a Men's Club Committee member for a period of more than five consecutive years. Thereafter on ceasing to be a Men's Club Committee member he is ineligible for election as a Men's Club Committee member, save as Vice-Captain or Captain for a period of two years.

51.2 In the event that a Men's Committee membership position becomes vacant during a year of office a member must be co-opted by the Men's Club Committee to complete that year of office.

51.3 A member of the Men's Club Committee automatically ceases to hold office upon resignation as a member of the Club.

51.4 The Men's Club Committee must hold not less than eight meetings per calendar year and the Secretary of the Men's Club Committee must give each member of the Committee a minimum of seventy-two hours notice of such meeting.

51.5 Five members including not less than one officer present constitutes a quorum at a meeting of the Men's Club Committee.

51.6 In the absence of the Captain of the Men's Club the Vice Captain of the Men's Club will act as Chairperson of the Men's Club Committee.

51.7 The Men's Club Committee must ensure that in discharging the powers and duties delegated to it by the Management Board proper books and financial records are maintained under the auspices of the Club Treasurer showing all monies received and expended. The Men's Club Committee must deliver such books and records to the Club Treasurer when required and in the manner and detail required.

51.8 The Men's Club Committee, save where otherwise provided in this Constitution, has power to regulate its own procedures and may form sub-committees to deal with golf related matters.

51.9 The Men's Club Committee's interpretation of the rules of the Men's Club is binding unless set aside by a General Meeting of the Men's Club.

51.10 The Men's Club Committee has the right to make rules for the conduct of competitions including competition shot adjustment of individual competitors without showing cause. Such rules must be posted on the Club Notice Board before the beginning of competition and will be binding on all members and visitors.

51.11 The Men's Club Committee may appoint sub-committees.

## Part VII. The Ladies Club

### 52 Objectives

52.1 The Ladies Club objectives are to:-

- a. Promote the Amateur game of golf amongst its members.
- b. Maintain affiliation to the Irish Ladies Golf Union by accepting and complying with the Memorandum of Association, Articles of Association, Bye-Laws and regulations of the Irish Ladies Golf Union.
- c. Accept and apply the handicapping system as prescribed by the Irish Ladies Golf Union and such rules there under as may require implementation from time to time by such Union.
- d. 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
- e. In compliance with the ILGU Bye-Laws pay, on such date as may be determined by the ILGU, such capitation fees or other annual contribution as may from time to time be levied on each female member entitled to play golf. Such amounts must be calculated per capita on every person who is a female home member of the club. A female member includes all categories of female club members with playing rights.

### 53 The Ladies Club Committee Role and Responsibilities

53.1 The Ladies Club Committee is to manage and conduct Ladies Golf within the Club.

### 54 Composition of the Ladies Club Committee

54.1 The Ladies Club Committee consists of not less than nine members being:

The Captain of the Ladies Club

The Vice Captain of the Ladies Club

The Secretary of the Ladies Club

The Treasurer of the Ladies Club

The Greens Committee Delegate  
The Competitions Secretary of the Ladies Club  
The Handicap Secretary of the Ladies Club  
The Immediate Past Captain of the Ladies Club (ex officio)  
The Clubhouse Management Committee Delegate

54.2 The Chairperson of the Ladies Club Committee is the Captain of the Ladies Club.

## 55 Eligibility for Membership of the Ladies Club Committee

55.1 A member being an ordinary female member of the Club is eligible for election to the Ladies Club Committee. A candidate for election as a Ladies Club Committee member must be an ordinary member for not less than four years of the Ladies Club.

## 56 Notice Period for a General Meeting of the Ladies Club

56.1 The notice period for a general meeting of the Ladies Club is 28 days posted on the Club Notice Board and 28 days notice via e-mail sent to the members last recorded e-mail address as notified to the Club by the member.

## 57 Nomination for Membership of the Ladies Club Committee

57.1 A member being an ordinary female member of the Ladies Club has the right to propose or second a nomination of a member for election to the Ladies Club Committee.

## 58 Notice of Nomination for Membership of the Ladies Club Committee

58.1 Notice of nomination must be submitted to the Secretary of the Ladies Club not less than 14 days prior to the date of the Ladies Club AGM and must be posted on the Clubhouse Notice Board by the Ladies Club Secretary not less than 14 days prior to the Ladies Club Annual General Meeting.

## 59 Form of Notice of Nomination for Membership of the Ladies Club Committee

59.1 The notice of nomination in a form prescribed by the Ladies Club must identify and be signed by the nominated member, the proposer and the seconder.

## 60 Elections to the Ladies Club Committee

60.1 Elections to the Ladies Club Committee must be conducted at the Ladies Club Annual General Meeting that must take place prior to the Club Annual General Meeting. Elections must be by secret ballot in the event that the number of candidates exceeds the number of positions to be filled. In the event of a ballot for election to the Ladies Committee no ballot paper will be valid that does not contain the names of all nominees. The system of election is by means of the approval voting system.

## 61 Term of Office of Members of the Ladies Club Committee

61.1 A member of the Ladies Club Committee remains in office for one year unless she resigns, ceases to be a member or is removed from office by a resolution carried by a majority of the members present at a general meeting of the Ladies Club.

## 62 Other Provisions in respect of the Ladies Club Committee

62.1 A Ladies Club Committee member is eligible for re-election but may not serve as a Ladies Club Committee member for a period of more than five consecutive years.

62.2 Thereafter on ceasing to be a Ladies Club Committee member she is ineligible for election as a Ladies Club Committee member, save as Vice-Captain or Captain for a period of two years.

62.3 In the event that a Ladies Committee membership position becomes vacant during a year of office a member must be co-opted by the Ladies Club Committee to complete that year of office.

62.4 A member of the Ladies Committee automatically ceases to hold office on resignation as a member of the Club.

62.5 The Ladies Club Committee must hold not less than eight meetings per calendar year and the Secretary of the Ladies Club Committee must give each member of the Committee a minimum of seventy-two hours notice of such meeting.

62.6 Five members including not less than one officer present constitute a quorum at a meeting of the Ladies Club Committee.

62.7 In the absence of the Captain of the Ladies Club the Vice Captain of the Ladies Club will act as Chairperson of the Ladies Club Committee.

62.8 The Ladies Club Committee must ensure that in discharging the powers and duties delegated to it by the Management Board proper books and financial records are maintained under the auspices of the Club Treasurer showing all monies received and expended. The Ladies Committee must deliver such books and records to the Club Treasurer when required and in the manner and detail required.

62.9 The Ladies Club Committee, save where otherwise provided in this Constitution, has power to regulate its own procedures and may form sub-committees to deal with golf related matters.

62.10 The Ladies Club Committee's interpretation of the rules of the Ladies Club is binding unless set aside by a General Meeting of the Ladies Club.

62.11 The Ladies Club Committee has the right to make rules for the conduct of competitions including competition shot adjustment of individual competitors without showing cause. Such rules must be posted on the Club Notice Board before the beginning of competition and will be binding on all members and visitors.

62.12 The Ladies Club Committee may appoint sub-committees.

## Part VIII. Other Committees

### 63 The Clubhouse and Social Committee

63.1 The Clubhouse and Social Committee Chairperson is a member of the Management Board.

63.2 The Committee comprises:

- The Chairperson
- The Club Steward or equivalent person.
- A member nominated by the Men's Club Committee
- A member nominated by the Ladies Club Committee.

63.3 The Clubhouse and Social Committee is responsible for the upkeep and maintenance of the Clubhouse, the Clubhouse Car Park and all Club buildings (except the green-keepers machinery shed) all building contents, furniture and fittings and is responsible for the planning and management of social events.

### 64 The Greens Committee

64.1 The Greens Committee is led by the Greens Chairperson.

64.2 The Greens Committee comprises:

- The Chairperson
- The Head Greenkeeper or his deputy
- One delegate from the Men's Club
- One delegate from the Ladies Club
- The Club Professional.

64.3 The Greens Chairperson reports to the Management Board. The Greens Committee is, subject to the Management Board, responsible for financial expenditure on machinery, course management, maintenance and improvements and long-term planning. The Greens Committee is responsible for the maintenance and upkeep of the green-keepers' shed and



yard. He or she must authorize any weather related, flood or frost related course closure or other playing restriction as may be necessary in the best interests of the club or in the interests of safety.

## 65 The Men's Club Handicap Committee

65.1 The Men's Club Handicap Committee comprises three members:

- The Men's Club Handicap Secretary
- Two additional members of the Men's Club Committee appointed by the Men's Club Committee.

65.2 The Men's Club Handicap Secretary is elected at the Annual General Meeting of the Men's Club.

## 66 The Ladies Club Handicap Committee

66.1 The Ladies Club Handicap Committee comprises three members:

- The Ladies Club Handicap Secretary
- Two additional members of the Ladies Club Committee appointed by the Ladies Club Committee.

66.2 The Ladies Club Handicap Secretary is elected at the Annual General Meeting of the Ladies Club.

## 67 Delegation

67.1 The Management Board, the Men's Club Committee and Ladies Club Committee may appoint sub-committees from its number or the membership and depute to them such powers and duties as they may determine and may co-opt any member of the Club to serve on any sub-committee provided that the number of persons so co-opted to any sub-committee may not exceed three.

## 68 Casual Vacancies

68.1 The Management Board, the Men's Club Committee and the Ladies Club Committee may fill any casual vacancy that arises in their membership by co-opting a member who will serve until the next following Annual General Meeting. Such co-opted member will be eligible to be nominated for election at the next following Annual General Meeting.

## Part IX. Meetings

### 69 General Meetings of the Club

69.1 The Management Board of the Club must convene a General Meeting of the Club:

- Once a year within sixty days of the end of the Club financial year, the Club financial year hereafter ending the 31<sup>st</sup> December each year commencing the 31<sup>st</sup> December 2018, (to be called the “Annual General Meeting”) for the purpose of considering the Annual Financial Report, the reports of Club Officers, the election to any vacant position on the Management Board and matters or motions of which proper notice has been submitted and given.
- Upon the receipt of a requisition signed by a proposer and a seconder and not less than 28 other Voting Members of the Club that a General Meeting be convened and setting out the matter or motion to be considered at such meeting.
- Upon the receipt of a written request, setting out the matter or motion to be considered, from a majority of the Trustees.
- When and if the Management Board, the Men’s Club Committee or the Ladies Club Committee deem it necessary or desirable.

69.2 A general meeting of the Club must consider matters or motions of which proper notice has been given.

### 70 Notices of Motion for General Meetings of the Club

70.1 A Notice of Motion for consideration at a general meeting of the Club may be submitted by:

- The Management Board
- The Men’s Club Committee
- The Ladies Club Committee
- Thirty Voting Members of the Club

70.2 The notice period for a general meeting is 28 days' notice posted on the Club Notice Board and 28 days notice via e-mail sent to the members last recorded e-mail address as notified to the Club by the member.

## 71 Additional Provisions in respect of General Meetings of the Club

71.1 The Chairperson of the Management Board is to chair all general meetings of the Club.

71.2 The Chairperson has a casting vote in addition to his/her own except where the Chairperson is the Proposer or the Seconder of a Resolution before the meeting in which case another member of the Management Board must act as Chairperson for the purpose of dealing with that Resolution. Minutes of general meetings must be dated and signed by the Chairperson presiding at the meeting at which such minutes are read and confirmed and then is conclusive evidence of the correctness of the matters therein contained.

71.3 No business may be conducted at any General Meeting of the Club in the absence of the attendance or election of an eligible Chairperson, and the attendance of a quorum of members being 30 ordinary members. If a quorum is not present within one hour of the time stated in the notice convening the meeting it must be adjourned for a period of not more than 14 days and the Membership duly given not less than 7 days notice by e-mail of such adjournment and the date, time and venue to which the meeting stands adjourned and advising that upon the adjourned date the Meeting may proceed if a quorum, of 20 members, is present.

71.4 No motion may be discussed by any meeting until it has been formally proposed and seconded at the meeting.

71.5 Voting at all General Meetings of the Club must be in person and not by proxy. If a majority of Members present resolve that any Motion be decided by secret ballot then that mode of voting must be used. A motion passed by majority vote, will be deemed to have been adopted, unless otherwise provided for in these Rules.

71.6 Written notice of any proposed change in this Constitution (unless proposed by the Management Board) must be sent to the Managing Secretary and be signed by at least thirty members. The Management Board must then determine, in accordance with the Constitution, whether such proposals should be considered at an extraordinary general meeting or at the next succeeding annual general meeting.

71.7 When considered necessary by the Chairperson, the Chairperson may appoint scrutinizers of any ballot.

71.8 The Chairperson must not refuse to allow a vote to proceed on a motion formally proposed and seconded of no confidence in the Chairperson of which no notice has been given. The Chairperson must vacate the chair if required so to do following the adoption of a motion of no confidence carried by a two-thirds majority of the voting members present at a Club General Meeting.

71.9 Omission to give notice of a general Meeting or non-receipt of the notice of a General Meeting of the Club by a member entitled to notice will not invalidate the proceedings at that General Meeting.

71.10 The Management Board may determine and adopt such further procedures, as it considers desirable for the efficient conduct of the business of a General Meeting of the Club.

## 72 General Meetings of the Men's Club

72.1 The Men's Club Captain or, if absent, the Men's Club Vice-Captain acts as Chairperson at all general meetings of the Men's Club. If both of the foregoing are absent or decline to preside at the meetings any other Officer appointed Chairperson by the meeting may preside as Chairperson.

72.2 The Chairperson at any general meeting of the Men's Club, Men's Club Committee or any Sub-committee has a casting vote in addition to his own vote in the event of a tie in votes cast.

72.3 If the Chairperson is the proposer or seconder of the Resolution before the meeting another Officer must take the chairperson role for the purpose of dealing with that Resolution.

## 73 Notice of Motion of a General Meeting of the Men's Club

73.1 Notices of Motion to be considered at any General Meeting of the Men's Club must be sent to the Men's Club Secretary in writing, signed by the Proposer and the Secunder, and posted by the Men's Club Secretary in the Clubhouse at least fourteen days prior to the date of the meeting at which such motion is to be considered and notified to members by e-mail circulated 14 days prior to the date of the meeting to a members last recorded e-mail address as notified to the Club by a member.

73.2 Minutes of general meetings must be dated and signed by the Chairperson presiding at the meeting at which such minutes are read and confirmed and will then be conclusive evidence of the correctness of the matters therein contained.

73.3 No business may be conducted at any General Meeting of the Men's Club in the absence of the attendance or election of an eligible Chairperson, and the attendance of a quorum of members being 30 ordinary members. If a quorum is not present within one hour of the time stated in the notice convening the meeting it must be adjourned for a period of not more than 14 days and the Membership given not less than 7 days notice by e-mail of such adjournment and the date, time and venue to which the meeting stands adjourned and

advising that upon the adjourned date the Meeting will proceed if a quorum, of 20 members, is present.

73.4 No motion may be discussed by any meeting until it has been formally proposed and seconded.

73.5 Voting at all General Meetings of the Men's Club must be in person and not by proxy. If a majority of Members present resolve that any Motion be decided by secret ballot then that mode of voting must be used. By majority vote, a motion will be deemed to have passed, unless otherwise provided for in these Rules

73.6 Men's Club Rules may be repealed, altered or added to at any time by resolution passed at a general meeting of the Men's Club by a majority of members present and voting at such meeting.

73.7 When necessary the Chairperson may appoint scrutinizers of any ballot.

73.8 The Chairperson must not refuse to allow a vote to proceed on a motion formally proposed and seconded of no confidence in the Chairperson of which no notice has been given. The Chairperson must vacate the chair if required so to do following the adoption of a motion of no confidence carried by a two-thirds majority of the voting members present at a Men's Club General Meeting.

73.9 Omission to give notice of a General Meeting or non-receipt of the notice of a General Meeting of the Men's Club by a member entitled to notice will not invalidate the proceedings at that General Meeting.

73.10 The Men's Club may determine and adopt such further procedures, as it considers desirable for the efficient conduct of the business of a General Meeting of the Men's Club.

## 74 General Meetings of the Ladies Club

74.1 The Ladies Captain or, if absent, the Ladies Vice-Captain acts as Chairperson at all general meetings of the Ladies Club. If both of the foregoing are absent or decline to preside at the respective meetings any other Officer appointed Chairperson by the meeting may preside as Chairperson.

74.2 The Chairperson at any general meeting of the Ladies Club, Ladies Club Committee or any Sub-committee has a casting vote in addition to her own vote in the event of a tie in votes cast.

74.3 If the Chairperson is the proposer or seconder of the Resolution before the meeting another Officer must be take the chairperson role for the purpose of dealing with that Resolution.

## 75 Notice of Motion for a General Meeting of the Ladies Club

75.1 Notices of Motion for the Ladies Club Committee to be considered at any General Meeting of the Ladies Club must be sent to the Ladies Club Secretary in writing, signed by the proposer and seconder, and posted by the Ladies Club Secretary in the Clubhouse at least fourteen days prior to the date of the meeting at which such motion is to be considered and notified to members by e-mail circulated 14 days prior to the date of the meeting to a members last recorded e-mail address as notified to the Club by such member.

75.2 Minutes of general meetings must be dated and signed by the Chairperson presiding at the meeting at which such minutes are read and confirmed and will then be conclusive evidence of the correctness of the matters therein contained.

75.3 No business may be conducted at any General Meeting of the Ladies Club in the absence of the attendance or election of an eligible Chairperson, and the attendance of a quorum of members being 20 ordinary members. If a quorum is not present within one hour of the time stated in the notice convening the meeting it must be adjourned for a period of not more than 14 days and the Membership given not less than 7 days notice by e-mail of such adjournment and the date, time and venue to which the meeting stands adjourned and advising that upon the adjourned date the Meeting will proceed if a quorum of 15 members are present.

75.4 No motion may be discussed by any meeting unless it has been formally proposed and seconded.

75.5 Voting at all General Meetings of the Ladies Club must be in person and not by proxy. If a majority of Members present resolve that any Motion be decided by secret ballot



then that mode of voting must be used. A motion passed by majority vote, will be deemed to have been adopted, unless otherwise provided for in these Rules.

75.6 Ladies Club Rules may be repealed, altered or added to at any time by resolution passed at a general meeting of the Ladies Club by a majority of members present and voting at such meeting.

75.7 When necessary the Chairperson may appoint scrutinizers of any ballot.

75.8 The Chairperson must not refuse to allow a vote to proceed on a motion proposed and seconded of no confidence in the Chairperson of which no notice has been given. The Chairperson must vacate the chair if required so to do following the adoption of a motion of no confidence carried by a two-thirds majority of the voting members present at a Club General Meeting.

75.9 An omission to give notice of a General Meeting or non-receipt of the notice of a General Meeting of the Ladies Club by a member entitled to notice will not invalidate the proceedings at that General Meeting.

75.10 The Ladies Club may determine and adopt such further procedures, as it considers desirable for the efficient conduct of the business of a General Meeting of the Ladies Club.

## Part X. Matters Additional.

### 76 Disciplinary Procedures

76.1 The Disciplinary procedure set out in the Code of Conduct and Disciplinary Procedures and as may be amended from time to time is hereby adopted.

### 77 Forfeiture of Rights on Cession of Membership

77.1 Any member who is expelled from the Club in accordance with the provisions of this constitution or Rules of the Club or otherwise ceases to be a member of the Club forfeits all rights to, or claim upon, the Club or its property or funds that he or she would have by reason of his membership have claim upon and is not entitled to return of any subscription and remains liable for any subscription or other fees outstanding at that time.

### 78 Annual Membership Subscription and Levies

78.1 The final date for receipt of annual subscriptions is the 31<sup>st</sup> day of March each subscription year unless varied by resolution by the Management Board. Members must pay annual subscriptions, fees and levies proposed by the Management Board and adopted from time to time by the Club AGM either in one sum; by encashment of a voucher; by approved instalments payable by direct debit or by other instalments approved by the Managing Secretary prior to the final date or receipt of subscriptions. A member who, in the absence of written approval from the Assistant Managing Secretary to a variation of final payment date in respect of his or her subscription, fails to make payment in full by the final date for receipt of subscriptions will, on the day following, be deemed to have forfeited membership. Such former member may re-apply seeking membership.

78.2 Subject to the provisions hereof, all annual subscriptions are payable in accordance with such terms as may be determined from time to time by the Management Board. The subscription year commences on the 1<sup>st</sup> January each year and ends on the last day of December each year.

78.3 The Management Board has the discretion to abate the subscription payable by any person elected as a new Member where six months of the current subscription period has

elapsed. Such a figure will be a fraction of the subscription represented by the number of months of the current year then remaining against the full year. For this purpose, part of a month counts as a month.

78.4 In addition to subscriptions, all categories of Members must pay such capitation fees or other annual contributions as may from time to time be levied by a recognised and properly constituted golfing authority.

## 79 Leave of Absence

79.1 The Management Board has authority to grant leave of absence to Members for one subscription year subject to payment of such annual retention of membership fee as may be determined by the Management Board. During this period such Member is relieved of the responsibility of paying the club annual subscription but is not entitled to exercise any privileges of membership. The Management Board may extend the period of such leave of absence.

79.2 Applications for leave of absence under this Rule giving the reasons therefore must be made in writing to the Management Board.

## 80 Visitors

80.1 A Member may introduce visitors personally or by written introduction. The name, address and date of the visit of each visitor must be entered in the Visitor's Book and be attested by the signature of the introducing Member or, in the case of a written introduction, by an Officer of Men's Club or the Ladies Club. The Management Board may set charges for visitors attending Club functions and must fix the charges for visitors using the course from time to time.

80.2 A visitor who is a member of a group, the name of which group and the number of persons in which group and the name of each person constituting such group has been entered in the Visitors Book is deemed so introduced

## 81 Auditors

81.1 The Management Board must engage a firm of accountants to prepare and audit the annual accounts before they are issued for presentation to the AGM.

## 82 Club Patron

82.1 The Men's Club Committee and the Ladies Club Committee, jointly, have authority to nominate a person for appointment as Club Patron. The role of the Club Patron is ambassadorial in nature.

## 83 Notice of Nomination of Club Patron

83.1 Notice of nomination of a Club Patron must be posted on the Club Notice Board and notice must be sent via email to members not less than 14 days prior to a general meeting of the Club at which the nomination is to be considered by the Managing Secretary.

## 84 Election of Club Patron

84.1 Appointment of a Club Patron is by election by majority vote at a general meeting of the Club.

## 85 Resignation of Club Membership

85.1 Any Member wishing to resign membership of the Club must inform the Managing Secretary accordingly in writing.

## 86 Complaints

86.1 Any written complaints about the Club not being complaints of misconduct on the part of a member must be made to the Managing Secretary who must submit such complaint to the Management Board and must ensure that a reply in writing is made to the complainant acknowledging the complaint within 14 days.

## 87 General Provisions

87.1 An interpretation by the Men's Club Committee, the Ladies Club Committee or by the Management Board of a Rule made by the Club is binding on every Member until or unless set aside by a General Meeting of Rossmore Golf Club.

87.2 The Club Notice Board is such notice board or notice boards so designated by resolution of the Management Board in respect of The Club, The Men's Club and The Ladies Club.

87.3 Service by ordinary prepaid post, except as otherwise provided for in this Constitution regarding service by e-mail, of any notice, paper or document on a Member at his or her recorded address as last recorded by the Club will be deemed good service and sufficient compliance with any requirement as to notice in this constitution and a written certificate of the relevant Managing Secretary, Men's Club Secretary or Ladies Club Secretary will be accepted as proof of the date of posting.

87.4 The Club in General Meeting may alter, add to or delete from this Constitution, for the purpose of complying with the Equal Status Act 2000, any Act of the Oireachtas or a Byelaw of the Local Authority.

87.5 For the purposes of the Registration of Clubs Act, 1904 to 1988, the Equal Status Acts 2000 to 2008, the Intoxicating Liquor Acts or any Act of the Oireachtas, any Byelaw enacted by the Local Authority, any Statutory Order or other properly enacted legislative provision the Club hereby adopts, accepts and must observe and comply with the provisions of such legislation.

## 88 Alteration of the Constitution

88.1 No part of this constitution may be repealed or altered, save by a two-thirds majority of the members present at a general meeting.

88.2 Notice of the intention to propose an ammendment to this Constitution must be given to the Managing Secretary not less than 28 days before the general meeting. The Managing

Secretary must serve notice of such proposal by e-mail on each voting member not less than 14 days before the general meeting.

## 89 Transitional Provisions

89.1 Whereas it has been provided that the members elected at AGM to the Management Board will hold their position for a duration of three years in order to provide for orderly rotation of membership and continuity of management the following provision will apply.

89.2 The term of office of the first Chairperson of the Management Board is three years.

89.3 The term of office of the first Managing Secretary is two years.

89.4 The term of office of the first Treasurer is four years.

89.5 The first Chairperson and all positions on the Management Board will be nominated by the Joint Committee of the Club.

89.6 The Trustees of the Club remain as trustees.

89.7 In respect of members who at the date of adoption of this Constitution enjoy a privilege or benefit not provided for in this Constitution the Management Board have authority to permit and continue to honour such arrangements.

89.8 The location of the Club Notice Board for posting official notices will be that designated and recorded by the Management Board from time to time.

89.9 A financial year of fifteen months duration will operate from the 1<sup>st</sup> October 2017 until the 31<sup>st</sup> December 2018.

89.10 The Club financial year commences on the 1<sup>st</sup> January each year and ends on the 31<sup>st</sup> December each year.

Adopted as the Constitution of Rossmore Golf Club by resolution passed at a General Meeting of the Club held on the        day of        2017.

Signed \_\_\_\_\_

Honorary Secretary