

Constitution Of The Castlebar Racquetball Club

Section I: Name

The name of this Organisation will be the Castlebar Racquetball Club referred herein as the Club

Section 2: Purpose.

This is a non profit Organisation for educational purposes, designed to foster the development of the sport of Racquetball. The club offers individuals who desire to join in membership for the advancement of Racquetball an opportunity to participate and contribute to that growth.

Section 3: Aims and Objectives.

01. The Club will co-ordinate & develop the promotion of the sport of Racquetball
02. To foster and promote participation in physical fitness programmes through the sport of Racquetball.
03. To provide, organise and supervise coaching clinics and referees programs and other educational programmes of instruction in connection with the sport of Racquetball.

Section 3: Affiliations

01. The Club will be members of the Racquetball Association of Ireland and the Connacht Racquetball Association.

Section 4: Membership.

01. Any person is eligible for membership who wishes to participate in the sport of Racquetball.
02. Application for membership must be in the first instance be proposed by an existing member and seconded by an existing member.
03. Applicants for membership have to be approved by the Executive Committee.
04. Members shall pay an annual membership fee, the amount will be determined by the Annual General Meeting.

Section 5: Privileges of Membership.

Members are entitled to the Following Privileges:

01. To take part in competitions organised by the club
02. To represent the Club at National Racquetball tournaments & championships sanctioned by the Racquetball Association of Ireland
03. To be able to vote at the Annual General Meetings and Extraordinary General Meetings of the Club
04. To receive Newsletters, Circulars, Notifications and Information issued by the Club

Section 6 Termination And/Or Resignation of Membership.

Membership of the Club may be terminated as follows:

01. When the Club ceases to exist.
02. When the Member resigns.
03. When the Executive Committee, acting on behalf of the Club cancels the membership. This may arise when :
 - (A) The Member no longer conforms with the conditions of membership as laid down in the constitution.
 - (B) When the member does not fulfil its duties to the Club.

- (C) When the Club has reasonable grounds on which to demand the discontinuance of membership.
- (D) When a member acts in a manner contrary or prejudicial to the constitution, the rules, regulations and the decisions of the Annual General Meeting or the Club, itself.
- 05. At least 1 month's written notice must be given to a member notifying them of termination of membership of the club.
- 06. However membership may be terminated immediately when the Club has reasonable grounds for the discontinuance of a particular membership. The Club must give written notice immediately to the member in question of its decision to terminate membership.
- 07. If within one month of receipt of the written notice from the Club that it has reasonable grounds for terminating membership, that member may appeal in writing to the Executive Committee, which must place this appeal before an Appeal's Committee of 3 persons selected from the Club membership.

Section 7. Governance

- 01. The Management and Control of the Property, funds and affairs of the Club shall be vested as follows.
- 02. Executive Committee.
- 03. Annual General Meeting.
- 04. These shall be formed as authorised in this constitution and shall consist of the officers specified. When their term of office expires, they may offer themselves for re-election.

Section 8 Annual General Meeting

- 01. The Annual General Meeting shall be the sole governing body of the Club. The Annual General Meeting may only exercise those rights which have not been specifically assigned by the Constitution, Rules and Regulations to the Executive Committee.
- 02. Annual General Meeting meetings will take place as often as is warranted by business, but at least once a year.
- 03. At least one calendar month written notice of any Annual General Meeting must be given by the Executive Committee to Members. Email is considered as one of the official means to notify members.
- 04. The Notice Given must provide details of the date, venue, time of the meeting together with a full and accurate agenda of items for discussion..
- 05. Each affiliated Member who have paid the affiliation fee 30 days prior to the Annual General Meeting will have one vote.
- 06. Each Member of the Executive Committee will have 1 vote until his/her position is lost.
- 07. No proxy voting shall be permitted.
- 08. The Chairman has the casting vote in tied decisions.
- 09. The Chairman must declare the results of all votes.
- 10. Nominations for Executive Committee positions will be accepted from the floor of any Annual General Meeting
- 11. Positions unfilled at Annual General Meeting may be filled by the Executive Committee by cooption of a member of the club.
- 12. No motion of which notice appears on the agenda shall be proceeded with in the absence of the member.
- 13. The Annual General Meeting shall not exercise its function unless a quorum of at least 50 % of the members.
- 14. A resolution shall be decided by a show of hands, unless a secret ballot be requested by the Chairman or by three members present and entitled to vote. Resolutions

- adding to altering or rescinding the Constitution or any part thereof shall be decided by a clear 2/3 (66.2/3 %) qualified majority of voting members present.
15. All other resolutions shall be decided by simple majority. In the case of equality of votes the Chairman shall be entitled to a casting vote.
 16. The resolutions and motions passed at Annual General Meeting may not be rescinded or varied unless by Notice of Motion at the next Annual General Meeting.

Section 9. Extraordinary General Assemblies.

01. The Executive committee may at any time, by giving two calendar months notice in writing to members, call an Extraordinary General Meeting for the purpose of considering any question affecting the interests or Constitution of the Club and shall be bound to do so within two months of the receipt of a written request signed by half the total number of affiliated members. The purpose of the meeting must be specified in the form of a resolution and circulated along with the official notice calling the Extraordinary General Meeting.
02. The rules relating to the conducting of Extraordinary General Assembly meetings shall be those specified in Section 8 of this constitution.

Section 10. Executive Committee.

01. The affairs of the Club shall be under the management of the Executive Committee between the meetings of the Annual General Meeting, except in matters specifically restricted for action by the Annual General Meeting.
02. The Executive Committee shall consist of the Chairman, General Secretary Treasurer, Children's Officer and 3 ordinary committee members. They shall be responsible to the Annual General Meeting only.
03. The President and/or General Secretary may individually or collectively represent the Club
04. Any two officers acting together may represent the Club.
05. The Members of the Executive Committee shall be elected by the Annual General Meeting by majority vote. They shall hold office for a period of two years. They may be re-elected.
06. Where more than two nominees are seeking the same position on the Executive Committee the voting procedure will eliminate the nominee receiving the lowest number of votes first and this process will continue until two people remain. The two nominees will be resolved by a majority vote.
07. A candidate for office as an Executive Committee Member may be nominated by and other member or themselves.
08. The tasks, duties and responsibilities of the members of the Executive Committee, and assigning of responsibilities amongst the Executive Committee members must be in accordance with the rules and regulations of the Club.
09. If an individual member of the Executive Committee wishes to resign, he must first notify the Chairman.

Section 11. Duties of Executive Committee (Exco).

01. The Executive Committee shall issue notice of Annual General Meetings in accordance with Section 8 of this Constitution.
02. The Executive Committee shall issue notice of Extraordinary General Assembly meetings in accordance with Section 8 of this Constitution.
03. The EXCO shall submit to the Annual General Meeting the full, proper and audited accounts of the pervious year together with their Annual Reports.
04. It shall be the responsibility of the Treasurer to manage and furnish accounts to the Annual General Meeting. It shall be the responsibility of the General Secretary to furnish proper an accurate minutes of the last Annual General Meeting for approval as well as proper and accurate minutes of any Extraordinary General Meetings

- which has occurred since the last Annual General Meeting for approval, proposing and seconding.
05. The members of the Executive Committee can establish working committees with delegated powers on specific matters.
 06. Decisions at Executive Committee meetings will be taken on a single majority. The Chairman shall have the casting vote in case of equal voting.
 07. Meetings of the Executive Committee shall be called by the General Secretary who shall specify 14 days before the meeting the agenda for the meeting.
 08. The quorum for the EXCO Meetings shall be half the elected officers
 09. **The Chairman**
The Chairman of the Executive Committee chairs all meetings of the Annual General Meeting and Executive Committee.
 10. **The Secretary.**
The Secretary shall prepare all meetings of the Annual General Meeting and Executive Committee and take care of the distribution of the minutes to all Members. He shall maintain and develop contact with the Members and other organisations.
 11. **The Treasurer.**
The Treasurer shall keep accurate accounts and books concerning the financial affairs of the Club.
 12. **Children's Officer**
The Children's Officer shall have the responsibility of maintaining the Code of Ethics of Children in Sports as amended from time to time by Sport Ireland.
 13. **Committee Members**
Committee members shall assist the Chairman, Secretary & Treasure in their duties.

Section 12. Finance.

01. Control of the financial affairs of the Club will be vested in the Treasurer who will be a member of the Executive Committee.
02. The income of the Club shall consist of membership fees, tournaments and other income.
03. The funds of the E.R.F shall be put in a bank account in the name of the Club and in the custody of the Treasurer. The treasurer and one other members of the Executive Committee shall be signatories to bank cheques and other payments.

Section 13 Dissolution.

01. The dissolution of the Club shall only be effected by an Extraordinary General Meeting called specifically for the purpose.
02. If upon the dissolution of the Club there remains after the satisfaction of all its debts and liabilities any assets whatsoever these will be transferred to three trustees elected by the Extraordinary General Meeting

Section 19. Rules / Regulations.

- 0.1 The Executive Committee may draw up rules as required for general and sub committee regulation.
- 0.2 These rules and regulations may not conflict with any part of this Constitution.

Section 20. Liabilities.

Liabilities will only be met from the assets of the Club. No Member is personally responsible for any liabilities of the Club.