



RULES OF SUTTONIANS RUGBY FOOTBALL CLUB

Date of last amendments: 20th July 2017

20/07/2017

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1. TITLE AND REGISTERED ADDRESS

The Club shall be called 'Suttonians Rugby Football Club' and shall be referred to in these Rules as 'the Club'. The registered address of the Club shall be JJ McDowell Memorial Grounds, Station Road, Sutton, Dublin 13. The name 'Suttonians Rugby Football Club', the Club Crest and its description shall be registered with the appropriate authorities.

2. MAIN OBJECT OF THE CLUB

The main object of the Club shall be the encouragement of and the playing of football according to the Laws of Rugby as promulgated by the Irish Rugby Football Union (hereinafter known as the I.R.F.U.) and the Club shall be affiliated to its Leinster Branch.

3. CLUB UNIFORM AND EMBLEM

3.1 The Club Uniform shall be:

Jersey: Royal Blue, White and Emerald hoops.

Shorts: Navy Blue.

Stockings: Royal Blue with White and Emerald tops.

3.2 Save when the Executive Committee directs otherwise, all members playing in matches for the Club shall wear the Club Uniform.

3.3 The Club Emblem shall be:



4. MEMBERSHIP

4.1 The Club membership shall be divided into Life, Honorary Life, Honorary Annual, Full, Senior, Student, Mini, Youth, Associate, Social and Temporary Members.

(a) Life Members

On payment of a 10 times multiple of the then current amount computed pursuant to Clause 6.1 for a Full Member (excluding any sums already paid) a person, who is a Full Member (but who is not a Student, Mini, Youth, Associate or a Social member), may be elected to Life Membership by a majority vote at a meeting of the Executive Committee.

(b) Honorary Life Members:

The Executive Committee shall have power to nominate persons for election to Honorary Life Membership in recognition of exceptional service to the Club. Such nominations shall be the subject of a vote of members at the next Annual General Meeting and for election such nominees must obtain the support of not less than two thirds of the votes cast.

(c) Honorary Annual Members:

Two thirds of those members of the Executive Committee present and voting shall have power to elect as an Honorary Annual Member a person (1) whose distinguished position merits the conferring of such honour or (2) who is a senior officer of a Club or sporting organisation.

(d) Full Members:

Full Members are those who have attained the age of 18 years on or before the 1st day of July in the then current year and who are not Student, Mini, Youth, Associate or Social Members.

(e) Student Members:

Student Members are those who are under 21 years of age on the 1st day of July in the then current year and who are:

- (i) In attendance full time at an educational establishment, or
- (ii) Deemed by the Executive Committee to fall into this category.

(f) Mini or Youth Members:

Mini or Youth Members are those who are under 18 years of age on the 1st day of July of the then current year.

(g) Associate Members:

Associate Members are those who have attained the age of 18 years on the 1st day of July of the then current year.

(h) Social Members:

Social Members are those who have attained the age of 18 years on the 1st day of July of the then current year.

(i) Temporary Members:

Temporary Members are supporters of the Club's teams on match days, the members, officers and supporters of visiting Clubs, Teams, Referees, I.R.F.U. and Branch Officials.

(j) Senior members:

Senior members are full members who have attained the age of 65 years on the 1st day of July of the then current year and have had 10 years of full membership.

(k) Family Membership:

Subject to the completion of all of the appropriate election procedures set out in these Rules, "Family Membership" shall entitle the members of such family, for one year, commencing on the 1st day of July each year to have

One Parent elected as a Full Member,

One Parent elected as an Associate Member,

Each child of such parents elected as a Mini and / or Youth Member.

(When the occasion so requires, the term "Parents" may be construed as a Partner, Spouse or Guardian, with whom the Mini (s) and / or Youth (s) Member (s) reside)

4.2 Members shall furnish to the Honorary Secretary their current addresses and any notice sent thereto shall be deemed to be sufficient for the purposes of these Rules.

4.3 All members must obtain the consent of the Executive Committee to change their category of membership.

5. PROCEDURE FOR ELECTION TO MEMBERSHIP

5.1 Full, Senior, Student and Associate:

(a) Applicants shall only be admitted to membership of the Club by ballot of the Executive Committee or Management Committee. One dissent in four shall exclude an applicant from membership.

(b) Any past member of the Club seeking re-election shall be nominated by 3 voting members of the Club, 2 of who shall be members of the Executive Committee. Other applicants for election to membership shall be nominated by 2 voting members.

(c) The names, proposer and seconder of such applicants for membership shall be displayed in a conspicuous place in the Club's premises for at least one week before ballot. The completed application form shall be handed to the club administrator. An interval of at least two weeks shall elapse between nomination and election to membership.

(d) The Executive Committee is empowered to grant leave of absence to Full, Senior, Student or Associate members on such terms and conditions as it may determine.

5.2 Mini or Youth Members:

A Mini or Youth Member shall be admitted to membership of the Club by a ballot of the Mini and Youth Sub-Committee, the Honorary Secretary of which, on behalf of the Executive Committee, shall maintain a record of the names and addresses of all persons admitted to membership.

5.3 Social Member:

A Social Member shall be admitted to membership of the Club for not longer than one year by ballot of the Authorised sub-committee which, on behalf of the Executive Committee, shall maintain a record of the names and addresses of all persons admitted to membership.

6. SUBSCRIPTIONS

6.1 An annual subscription and an annual contribution by way of a levy for the promotion of Rugby (hereinafter called 'Levy') shall be payable by each member other than a Life, Honorary Life, Honorary Annual or Temporary Member. The rates of the foregoing for each category of membership shall be determined by the majority of those members present and voting in General Meeting and such rates shall remain in operation unless and until altered at a subsequent General Meeting.

6.2

(a) Subscriptions and levies shall become due and payable on the 1st day of July each year, except as provided for in Sub-clause 6.2 (b).

(b) In the case of persons seeking election, or past members seeking re-election, the appropriate amount is due and payable on application.

6.3 The Executive Committee shall have power to remove from the Register of Members the name of any member whose subscription and levy remains unpaid after the 1st day of July in then current year and deprive such member of the privileges of membership.

6.4 The Executive Committee shall remove from the Register of Members the name of any member whose subscription and levy remains unpaid on the following 1st day of February and deprive such member of the privileges of membership.

6.5 The Executive Committee may indicate on the Club membership board and/or post in the Clubhouse a list of the persons whose subscriptions and levies for the then current year are paid or are unpaid.

6.6 The Executive Committee has power to remit or abate the subscription and levy of any person in any particular case in which, in its opinion, the circumstances so warrant.

6.7 The Executive Committee shall have the power to grant a special concession as to the amount of subscription and/or levy payable because the member has attained the age of 65 years and has had 10 years of full membership and has made an application to the Executive Committee for transfer to senior membership.

7. RIGHTS OF MEMBERS

7.1 In these Rules 'a Member' is a person who is or has been elected in accordance with these or previous Rules and who, if liable to pay an annual subscription and levy, has paid the same in full within the time appointed by these Rules.

7.2 Payment of a member's subscription and levy shall entitle such person to the use and privileges of the Club's property and facilities in respect of the year for which such subscription and levy is paid or for such lesser period as the Executive Committee shall decide.

7.3 Mini and Youth Members:

(a) May attend General Meetings of the Club but they shall not be entitled to convene, receive notice of, speak or vote thereat.

(b) Shall be entitled to enjoy such rights, privileges and obligations as the Executive Committee may from time to time by bye-law specify but no resolution of the Executive Committee shall specify, purport to authorise or permit such persons aforesaid to be entitled to receive notice of or attend any meeting of the Executive Committee.

7.4 Only those Full, Senior and Student Members whose current subscriptions and levies are paid in full and Life and Honorary Life Members (hereinafter called 'Voting Members') shall have the right to convene, receive notice of, speak or vote at any meeting of the Club or be elected or co-opted to the Executive Committee.

8. MANAGEMENT OF THE CLUB

8.1 The business, funds and affairs of the Club shall be under the management of an Executive Committee which shall be the constituted authority of the Club and shall comprise: -

(a) The President

(b) The Senior Deputy President and the Junior Deputy President

- (c) The Past Presidents
- (d) The Vice-Presidents
- (e) The Honorary Secretary
- (f) The Honorary Treasurer
- (g) The Mini and Youth Sub-Committee Chairman
- (h) The Mini and Youth Sub-Committee Honorary Secretary
- (i) The Mini and Youth Sub-Committee Honorary Treasurer
- (j) Six Ordinary Members
- (k) One Member who is under 23 years of age
- (l) The Club Captain
- (m) The Captain of the 2nd XV
- (n) The Captain of the 3rd XV
- (o) The Captain of the 4th XV
- (p) The Captain of the Under 20 XV
- (q) The Chairman of the Management Committee (or if necessary his designated deputy)
- (r) The Child Welfare Officer

8.2 The Officers of the Club shall be the President, the Senior Deputy President, the Junior Deputy President, the Honorary Secretary, the Honorary Treasurer and the Club Captain.

9. GENERAL MEETINGS

9.1 The Annual General Meeting of the Club shall be held not later than the 31st of May in each year.

9.2 The Executive Committee shall have power to summon a Special General Meeting if it so deems it necessary or when it is instructed so to do by a majority of the Trustees.

9.3 The Honorary Secretary shall summon an Extraordinary General Meeting on the receipt of a requisition signed by not less than 40 voting members of the Club. The only business to be discussed at an Extraordinary General Meeting, which must be called within one calendar month from the date of receipt of the requisition by the Honorary Secretary, shall be the item or items set out in the above requisition. If a quorum be not present within 40 minutes of the time appointed for the commencement of the meeting, it shall be dissolved.

9.4 Subject to Clause 16.7 all meetings of the Club shall take place at such time and venue as the Executive Committee may determine.

10. NOTICE FOR GENERAL MEETINGS

Subject to Clause 16.7 the person acting as Honorary Secretary shall give each voting member of the Club at least 14 days notice (excluding the day of the meeting) in printed form or by verifiable electronic form (to include email, Facsimile, or SMS text), stating the time and venue of the meeting and the Agenda therefor.

11. QUORUM

11.1 25 Voting Members personally present shall constitute a Quorum at any General Meeting of the Club save an Extraordinary General Meeting when 40 Voting Members personally present shall constitute a Quorum.

11.2 A Past President or Vice-President together with an Officer and six members (one of whom shall be an Ordinary member) personally present shall constitute a quorum for any Executive Committee meeting

11.3 No business shall commence or continue at any Club meeting in the absence of a Quorum

12. CHAIRMAN AT MEETINGS

12.1

(a) Subject to Clauses 13.3 and 16.7, at every meeting of the Club, save sub-committee meetings, the Chair shall be taken by the President or in his absence the Senior Deputy President or, in the absence of both, the Junior Deputy President or, in the absence of such persons, the others present shall elect their own Chairman.

(b) The Management Sub Committee shall be chaired by the Chairman appointed by the Executive Committee or, in his absence, by the Honorary Secretary or, in the absence of both, by the Honorary Treasurer.

12.2 The Chairman at any meeting shall, in the event of a tie, have a casting i.e.: a second vote.

12.3 The Chairman at any meeting shall, when necessary, appoint scrutineers.

12.4 When approved, the Chairman at any meeting shall sign and date all minutes, which are read or are taken as read at a meeting and his signature shall be conclusive evidence of the correctness of the matters therein contained.

12.5 Notwithstanding any elections made at the meeting, the member chairing the meeting shall preside for the duration of the meeting, adjournment(s) included.

13. VOTING

13.1 Voting at all meetings held under these Rules shall be personal and not by proxy.

13.2 Should the Chairman at any meeting direct, or a majority of members present resolve, that any question under discussion be put to a vote by secret ballot then that mode of voting shall be used.

13.3 Should a vote of 'No Confidence' be moved on the ruling of a Chairman at any meeting, such motion must have the support of not less than two thirds of the members present and voting to succeed. If such a motion is carried, the majority of the members present shall, subject to Rule 12, elect a Chairman.

13.4 Before a proposal can be discussed by any meeting, the motion must be seconded.

14. ELECTIONS AT ANNUAL GENERAL MEETINGS

14.1 Voting at the Annual General Meeting shall be by ballot and in such ballot vacancies shall be filled by the candidate or candidates obtaining the greatest or greater number of votes. When the number of candidates does not exceed the number of positions to be filled, the candidate or candidates shall be deemed to be elected.

14.2 The Executive Committee shall be eligible for re-election, save as otherwise provided in these Rules. Nothing herein contained shall preclude members from nominating an eligible member.

14.3 Each candidate for election shall be proposed by a voting member (who has obtained the prior consent of the candidate) and seconded by another voting member. The nomination document, signed by the nominee, proposer and seconder, shall be given to the Honorary Secretary or his nominee at least eight days prior to the Annual General Meeting. The names of the candidates nominated for election shall be posted in the Clubhouse by the Honorary Secretary at least seven clear days prior to the time of the Annual General Meeting at which they are to be nominated for election.

14.4 Save for Vice-Presidents, the terms of election of whom are set out in (c) hereof, the following shall be elected at the Annual General Meeting each year:

(a) President

No member shall be elected or appointed President unless he has been a voting member for the immediately preceding ten years and has been a Senior Deputy President for the immediately preceding year or is a Past President. The President shall not hold office for more than two successive years in one term.

(b) Deputy Presidents

(i) The number of Deputy Presidents shall not exceed two. One Deputy President shall be designated to be the Senior Deputy President and the other the Junior Deputy President.

(ii) No member shall be elected or appointed Senior Deputy President unless he has been a voting member for the immediately preceding ten years and has been the Junior Deputy President for the immediately preceding year or is a Past President.

(iii) No member shall be elected or appointed Junior Deputy President unless he has been a voting member for the immediately preceding ten years and has been a Vice-President for the immediately preceding year or is a Past President.

(iv) A Deputy President shall not hold office for more than four successive years in one term.

The line of succession set out in (a) and (b) above may be altered with the approval of two thirds of those members present and voting at a duly convened meeting of the Executive Committee and confirmed by two thirds of those members present and voting at a duly convened General Meeting.

(c) Vice-Presidents

(i) The number of Vice-Presidents shall not exceed twelve and each shall have been a voting member for at least seven years.

(ii) Save with the consent of not less than two thirds of those present and voting at a meeting of the Executive Committee, no member shall be nominated for election as a Vice-President unless he has served on the Executive Committee for any two years.

(iii) All other nominations for election as a Vice-President shall be made in accordance with the provisions of this Rule and the rules governing nomination

(iv) A member shall, from the date of his election as a Vice-President by the members in General Meeting, be deemed to be elected to such office for each of the immediately following four years unless he has been elected or appointed a Deputy President or President, or has ceased to be a Vice-President by resignation or otherwise.

(v) A Deputy President, if after serving four successive years in that office and not having been elected President, shall be deemed to be nominated for election as a Vice-President.

(d) Honorary Secretary

No member shall be elected as Honorary Secretary unless he has been a Voting Member for the three preceding years and shall have served for one year on the Executive Committee at sometime within the previous five years.

(e) Honorary Treasurer

No member shall be elected as Honorary Treasurer unless he has been a Voting Member for the five preceding years.

(f) Club Captain

(g) Vice Captain of the 1st XV

In addition to the nominated candidate(s) (unless otherwise declared) the unsuccessful candidate(s) in the election for Club Captain shall be deemed to be nominated for election as Vice Captain of the 1st XV.

(h) Captains and Vice Captains of all other XVs, excluding Mini and Youth XVs

In addition to the nominated candidate(s) (unless otherwise declared) the unsuccessful candidate(s) in the election for the Captain of each other XV shall be deemed to be nominated for election as Vice Captain of that XV.

(i) **Six Voting Members** to act on the Executive Committee.

(j) **A Voting Member, who is under 23 years of age** on the 1st day of July next following the Annual General Meeting, to act on the Executive Committee.

(k) Auditors:

Two Honorary Auditors who shall be Voting Members of the Club, or a firm of Accountants, which may charge a fee for its services. The Auditors shall not be members of Executive Committee.

15. SUSPENSION OF RULES

Not less than eighty per cent of those members present and voting in favour of such motion at any General Meeting of the Club may suspend the operation of these Rules. The period of suspension shall be determined by the Chairman but it shall not exceed the duration of such meeting.

16. POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE

16.1 All the business, funds and affairs of the Club, shall be under the management of the Executive Committee which, in particular, shall have power to: -

- (a) Elect members in accordance with these Rules.
- (b) Transfer members from one category of membership to another.
- (c) Grant leave of absence to Members on such conditions as it may determine.
- (d) Suspend or expel a Member pursuant to Rule 19.
- (e) Subject to the approval of not less than two-thirds of the members present and voting at a General Meeting as to amount, assess and collect a levy for any special purpose or project.
- (f) Subject to Rule 18, employ and terminate the employment of any employees of the Club and fix and vary their terms of employment and at its discretion, grant pensions, subscribe to any pension scheme and make severance payments.
- (g) Close any part of the Club property to all or any category of Members to meet temporary emergencies or if it considers it to be in the best interest of the Club so to do.
- (h) Control all matters connected with the game of Rugby as prescribed by the Irish Rugby Football Union.
- (i) By not less than a two thirds majority, direct the Trustees to borrow money and negotiate temporary overdraft facilities on behalf of the Club for the purpose of meeting current revenue expenditure.
- (j) Collect all sums falling due for payment.
- (k) Co-opt to its membership not more than two eligible members, should it so deem necessary, one to act as Assistant Honorary Secretary and one to act as Assistant Honorary Treasurer or appoint one or more of its number to act in either capacity.

16.2 The Executive Committee shall meet quarterly or more frequently, if required, to receive, inter alia, progress reports and to consider, and if thought fit approve, major proposals affecting the Club; the first such meeting to take place within fourteen days after the Annual General Meeting each year

16.3 It shall be the duty of the Executive Committee to see that all Officers, Members and Servants of the Club carry out their respective duties and obligations effectively for the benefit of the club and its members. A member of the Executive Committee or Management Committee who has business connections with a firm or organisation with commercial or financial dealings with the Club shall declare his interest and shall not take part in negotiations or voting on such dealings.

16.4 The Executive Committee shall apply for any licence (or the renewal of same) necessary for the well being of the Club or of its Members.

16.5 The Executive Committee shall prepare and present to the Members in General Meeting its Annual Report for each year together with the Audited Trading, Income and Expenditure Account for the period up to the 31st December immediately past as well as a Balance Sheet made up to that date, certified by the Club's Auditors. The Executive Committee each year shall have prepared, consider and present to members in General Meeting draft annual plans and budgets in terms of income and expenditure for the operational and financial health of the Club for each of the next three years

16.6 If at any time the liabilities of the Club exceed its assets, the Executive Committee shall summon a Special General Meeting forthwith to consider the financial position.

16.7 Should the Executive Committee resign enbloc, then, pending the election of a Executive Committee at a General Meeting (which shall forthwith be convened by the Trustees, who shall have power to determine the time and venue of such meeting) the powers of the Executive Committee shall be vested in the Trustees.

16.8 Sub-Committees

(a) The Executive Committee shall have power to constitute Sub-Committees. All such Sub-Committees shall be under the control of the Executive Committee, which shall regulate the powers, duties and conduct thereof.

(b) Each Sub-Committee shall include at least one person who is a member of the Executive Committee and whose duty it shall be to report on its activities to the Executive Committee.

(c) The President and the Senior Deputy President shall be ex-officio members of all sub-committees.

(d) The Executive Committee shall at its first meeting in each year appoint a Chairman, Honorary Secretary and Honorary Treasurer of a Mini and Youths Sub-Committee.

(e) The Executive Committee at its first meeting in each year shall constitute a Sub-Committee, the responsibility of which shall be to run the Club on a day to day basis. Such Sub Committee shall hereinafter be called the 'Management Committee'.

(f) The Executive Committee shall appoint the following persons to be members of the Management Committee:

The Chairman

The Honorary Secretary

The Honorary Treasurer

The Club Captain

The Club Representative to the Leinster Branch of the I.R.F.U.

The Convenors of Rugby, House and Grounds Sub Committees

The Chairman of the Mini and Youth Sub Committee

The Immediate Past President

(g) The Executive Committee, on constituting the Management Committee, shall determine that

(i) The Management Committee shall not have the right to suspend or elect a member or alter the Liquor Laws.

(ii) It shall meet for the transaction of club business at least once in every calendar month.

(iii) Its quorum shall be the Chairman, or his designated deputy, with four other members of the Management Committee.

(iv) The Honorary Treasurer shall furnish the Management Committee with regular monthly reports of the Club's financial position, comparing it with the target for the year.

(v) The minutes of each Management Committee meeting shall be distributed within 7 working days by the Honorary Secretary to each member of the Management Committee and the Executive Committee.

(vi) The Management Committee shall prepare and update annually a three year rolling business plan covering development, finance, grounds and house in the manner recommended by the Leinster Branch of the IRFU for approval, if thought fit, by the Executive Committee. With the longer term in mind, the Management Committee shall prepare a long terms strategy for the overall development of the Club.

(vii) The Chairman of the Management Committee (or if necessary his designated deputy) shall be an ex officio member of the Executive Committee.

The appointment of the Chairman of Management Committee by the Executive Committee shall normally be for a term of three years but may be extended for a further three years, and shall be subject to periodic review by the Executive Committee of his actions during his tenure. Subject to the approval of the Executive Committee, the Chairman shall designate a member of the Management Committee to act as his designated deputy.

The responsibility for the running of the Club on a day to day basis shall be vested in the Management Committee and its Chairman.

The Chairman of the Management Committee, or his designated deputy, shall report to the Executive Committee on all the business, funds and affairs of the Club to enable it to fulfil its obligations under Rule 16.1 and, in particular, he shall report monthly on the performance of the Club against the plan for the year.

16.9 Making and/or Variance of Bye-Laws.

The Executive Committee shall have power to make, vary or rescind such bye-laws, provided such bye-laws shall not change, alter or amend the provisions of the Rules that are subject to the provisions of Rule 24.5, for the proper management and welfare of the Club and upon notice of same being posted in the Club's premises, all members shall be deemed to have notice thereof and be bound thereby. Such bye-laws shall have the same force and effect as if they had been incorporated in these Rules until amended or rescinded by the Club members at a General Meeting or by the Executive Committee.

16.10 Vacancies

(a) In the event of a member of Executive Committee, other than a Past President, failing to attend 3 consecutive Executive Committee meetings without sufficient reason (the remaining members of the Executive Committee shall decide what is sufficient reason) the Executive Committee shall have power to declare a vacancy.

In the event of a Member of the Management Committee, other than the Past President, failing to attend three consecutive Management Committee meetings, the Executive Committee shall have power to declare a vacancy, if sufficient reason has not been given to it by the member for his failure to attend.

(b) The Executive Committee shall have power to fill any vacancy among its members by co-opting or appointing any eligible Member of the Club. The co-opted or appointed Member shall hold office for such time as determined by the Executive Committee and if an Officer shall in the meantime have the same title, duties, powers and obligations as were held by his predecessor.

(c) Should the number of Trustees fall below three, the Executive Committee shall have power to appoint a Trustee or Trustees who shall hold office until the next General Meeting of the Club, but he or they shall be eligible for election thereat.

(d) Appoint Auditors or fill any vacancy which may exist in the position of Honorary Auditor(s).

(e) The Executive Committee may exercise its powers and fulfil its duties notwithstanding temporary vacancies.

16.11 Delegate(s)

The delegate(s) to represent the Club at meetings of the Leinster Branch of the Irish Rugby Football Union and other meetings shall be appointed by the Executive Committee.

16.12 Honorary Secretary

It shall be the duty of the Honorary Secretary, inter alia, to: -

- (a) Carry out the directions of the Executive Committee and the Management Committee.
- (b) Record the minutes of the General and Executive Committee meetings as well as those of management sub-committee meetings in a bound book or file or computer disk (hereinafter called the minute book)
- (c) Annually, prepare a Report of the Club's activities during the past year, present same for approval to the Executive Committee and present it on behalf of the Executive Committee at the Annual General Meeting.
- (d) Ensure that a Register of all Club Members (excluding temporary members) is maintained showing the date of their election to each category of membership.
- (e) Convene Executive Committee meetings at least once in every quarter-year at the direction of the Executive Committee and to give 8 days notice of such meetings in the following manner:
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 - (i) in writing to the known persons set out in Clause 8.1 for the first meeting of the Executive Committee in every year.
 - (ii) In a notice in the Club's premises, stating for all subsequent meetings, the times and venues. This shall be deemed to be sufficient notification of each meeting. (In the case of very urgent business an Executive Committee Meeting may be convened with not less than two days notice by any three Officers)
- (f) Receive and deal with any written complaints and bring such written complaints to the attention of the Executive Committee.

16.13 Honorary Treasurer:

It shall be the duty of the Honorary Treasurer, inter alia, to: -

- (a) Keep proper books of account showing all receipts and payments, assets and liabilities of the Club, explaining its transactions and showing all income and expenditure and the matters in respect of which they take place.
- (b) Carry out the directions of the Executive Committee and the Management Committee.
- (c) Furnish the Executive Committee with regular reports of the Club's financial position.
- (d) Annually, present for approval to the Executive Committee, the Audited Trading, Income and Expenditure Account for the period ended 31st December immediately past and the Audited Balance Sheet as at that date, having made reasonable judgements and estimates and having selected suitable accounting policies and applied them consistently. Such Financial Statements shall be prepared on a going concern basis unless it is inappropriate to presume that the Club will continue in operation. Such Financial Statements when approved by Executive Committee shall be signed on its behalf by such Officers, if any, as the Executive Committee shall direct.
- (e) Furnish each member of the Club present at the Annual General Meeting with a copy of the aforementioned Financial Statements.
- (f) Keep a register of all Club Members, whose current subscriptions and levies have been paid.
- (g) Furnish the Revenue Commissioners, on their request, with copies of the aforementioned Annual Audited Financial Statements.

16.14 All records kept by the Honorary Treasurer and the Honorary Secretary shall be open to inspection, at all reasonable times, by any member of the Executive Committee.

16.15 The Executive Committee shall be responsible for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention of fraud and other irregularities.

16.16 The interpretation by the Executive Committee of the Rules and Bye-laws of the Club shall be final and conclusive and legally binding subject to the rejection of such interpretation thereof by not less than two thirds of the members present and voting in General Meeting.

17. TRUSTEES

The number of Trustees shall not exceed 5 or be less than 3. The majority of members present and voting at a General Meeting of the Club shall elect Trustees — who shall be Full, Senior, Life or Honorary Life members — and each shall hold office until he shall:

- (a) Resign or
- (b) Be absent from Ireland for one year, or
- (c) Cease to be a member of the Club for any reason, or
- (d) Be removed from Office by a resolution, of which notice has been duly given, passed by not less than two thirds of those members present and voting at any General Meeting of the Club.

18. CLUB INCOME, PROPERTY AND FUNDS

18.1 The property and funds of the Club shall be vested in the Trustees for the time being of the Club, on behalf of the Voting Members (excluding Student Members). The Trustees may delegate the withdrawal powers on the Club's Bank Accounts to those persons then holding the positions mentioned in Rule 20.

18.2 If any monies, which have been demanded and are legally due, shall have not been paid within six months, the Trustees, subject to the prior approval of the members in General Meeting, shall have power to sell all or any part of the Club's assets.

18.3 Subject to the foregoing, the Trustees shall deal with the assets of the Club as directed by resolution of the Executive Committee of which an entry in the Minute Book certified by two Officers shall be sufficient evidence.

18.4 Any veto exercised by the Trustees shall be annulled, if the motion for such annulment, of which notice has been duly given, is passed by not less than three quarters of those members present and voting at a General Meeting.

18.5 The income, property and funds of the Club shall be applied towards the promotion of its main object as set forth in Rule 2. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the Club. No Officer shall be appointed to any office of the Club paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the Club. However, nothing shall prevent any payment in good faith by the Club of:

- (a) Reasonable and proper remuneration to any member of the Club (not being an Officer) for any services rendered to the Club duly approved by the Executive Committee;
- (b) Interest on money that may be lent by an Officer or other Member of the Club to the Club, at a rate not exceeding 5% per annum ;
- (c) Reasonable and proper rent for premises demised and let by any member of the Club (including any Officer) to the Club duly approved by the Executive Committee;
- (d) Reasonable and proper out-of-pocket expenses incurred by any Officer in connection with their attendance to any matter affecting the Club duly approved by the Executive Committee;
- (e) 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 one hundredth part of the issued capital of such Company.

18.6 The Club shall have the power to grant pensions, gratuities, allowances or charitable aid to any person who may have served the Club as an employee, or to the wives, husbands, children or other dependents of such person provided that such pensions, gratuities, allowances or charitable aid shall be no more than that provided by an occupational pension scheme and provided that such occupational pension scheme has been operated by the Club and the beneficiary of the pensions, gratuities, allowances or charitable aid, or their spouse or parent, has been a member of the occupational pension scheme while employed by the Club; and to make payments towards insurance and to form and contribute to provident and benefit funds for the benefit of any persons employed by the Club and to subscribe or guarantee money for charitable objects.

19. SUSPENSION AND EXPULSION OF MEMBERS

19.1 The Executive Committee, at a duly convened meeting, shall have power to suspend (by the decision of a simple majority of those present and voting) or expel (by the decision of not less than two thirds of those present and voting) any member of the Club guilty of conduct, which in the opinion of the Executive Committee is harmful to the Club or whose conduct, in the Executive Committee's opinion, makes it desirable that such person should cease to be a member of the Club.

19.2 The member about whom a complaint has been made shall have the right to appear and to speak and to call upon others (including non-voting members) to appear and speak on his behalf at any meeting of any Sub-Committee set-up to investigate such matters. He may make a written submission to the Executive Committee

19.3 When a member has been suspended or expelled, such member shall be given notice thereof in writing, by Registered Delivery, to his last known address within 7 days of the decision of the Executive Committee. The member shall have the right to appeal against such decision and such appeal shall be made, in writing, to the Honorary Secretary within 14 days of the date of the Executive Committee's decision.

19.4 Notice of an appeal under Clause 19.3 having been received, the Executive Committee's decision shall not take effect for a period of a further 28 days and subject to the

procedure set out in Clause 9.3 the member shall have the right to have his appeal decided upon by the members at a General Meeting. This Meeting shall, by a simple majority decide, as appropriate, whether the expulsion shall be confirmed or repealed or whether the period of suspension shall be extended, confirmed, reduced or repealed.

19.5 The Executive Committee's decision shall stand if no Extraordinary General Meeting is held.

19.6 All voting under this Rule shall be by Secret ballot.

20. CLUB FINANCES

20.1 Drawings shall be made on the Club's current and/or deposit accounts on the signature of the Honorary Treasurer countersigned by at least one of the following Club Officers: the President, the Chairman or the Honorary Secretary."

20.2 Drawings shall be made on the Mini and Youth Sub-Committee's, current and/or deposit accounts on the signature of the Honorary Treasurer countersigned by either the Chairman of the Mini and Youth Sub-Committee or the Honorary Treasurer of the Mini and Youth Sub-Committee.

20.3 Payment for all capital expenditure must be sanctioned by the Executive Committee.

20.4 Debts greater than €260.00 must be paid by cheque

21. BORROWING POWERS

21.1 The Trustees shall not have power to borrow money unless empowered so to do by a two-thirds majority vote at a General Meeting, which shall stipulate the maximum amount to be borrowed.

21.2 The aforesaid General Meeting shall empower the Trustees to deposit as security for such advances, the title deeds and/or Leases and/or securities and/or letters of guarantee and to mortgage any assets of the Club either present or future and to comply with such other conditions as may be required by the lenders.

22. INVESTMENTS

The Executive Committee, in the names of the Trustees, may at any time invest monies not immediately required in only in Trustee Securities and/or prize bonds.

23. INDEMNITY

Every Officer of the Club, members of the Executive Committee, the Trustees, and duly appointed members of Sub-Committees shall be indemnified out of the assets of the Club. If such assets are insufficient then he/they shall be indemnified by the voting members (excluding student members) jointly and severally, against all losses or liabilities which he/they sustain or incur in or about the execution of the duties of his/their office or otherwise in relation thereto and no Officer, Executive Committee or Sub-Committee Member or Trustee shall be liable for any loss, damage or misfortune which may happen to or be incurred by the Club in the execution of the duties of his office or in relation thereto unless same shall happen through his own default or dishonesty or gross negligence.

24. ALTERATION OF RULES

24.1 The Executive Committee shall have the power to alter or amend Rules 28 through 30 but only for the purpose of complying with any existing or future statute.

24.2 Rule 2 shall not be altered unless the change is agreed to by not less than eighty five per cent of the members present and voting at a General Meeting.

24.3 Subject to the preceding Clauses of this Rule, no Rule of the Club shall be made or existing Rule deleted or altered except the change be agreed to by not less than two- thirds of those members present and voting at a General Meeting.

24.4 Notice of any proposed alteration of Rules shall be given in writing to the Honorary Secretary at least 25 days before the date of the General Meeting at which the proposed alteration is to be considered.

24.5 Subject to Clause 24.1, no addition, alteration or amendment shall be made to Rule 2 and/or any other Rule, or Sub-clause of a Rule, pertaining to the income, funds and property of the Club, unless such addition, alteration or amendment shall have been submitted to and approved in writing by the Revenue Commissioners.

25. SUPPLY OF RULES

A copy of the Rules of the Club shall be made available to any member, on his written application to the Honorary Secretary requesting a copy of same.

26. DISSOLUTION

26.1 The Club may only be dissolved, when the motion for such dissolution shall have been passed by not less than two thirds of the members present and voting at a Special General Meeting and provided that the dissolution resolution so passed is ratified and confirmed by not less than eighty five

percent of the members present and voting at a subsequent Special General Meeting which shall be held within thirty days of the previous Special General Meeting.

26.2 Should the property and other assets of the Club, upon dissolution, be insufficient to discharge its lawful liabilities the deficiency shall be contributed in equal shares by those voting members (excluding Student Members) who were such at the 30th June immediately preceding the date of the confirmatory resolution for dissolution.

26.3 If upon 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 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 object of the Club.

26.4 The institution or institutions to which property is to be given or transferred, as described in Rule 26.3, shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Club under or by virtue of Rule 26.3 hereof. Members of the Club shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object.

27. CONSEQUENCE AND EFFECTS OF RULES

27.1 All members of the Club shall be bound by these Rules as they may be amended from time to time and any Bye-Law made thereunder, and no member shall be absolved from their effect on the grounds that he had no notice of same or he was not supplied with a copy thereof.

27.2 Such Bye-Laws shall be kept in a bound file on the Club's premises.

27.3 A copy of these Rules shall be kept in a bound book in the Club's premises.

REGISTRATION OF CLUBS ACTS 1904/1999

INTOXICATING LIQUOR ACT 2003

The Rules of the Club shall be read in conjunction with the provisions of the Intoxicating Liquor Act 2003 (hereafter called the Act) and any rule incompatible with the provisions of the Act shall be deemed invalid and the provisions of the Act shall apply.

28. RULES IN RELATION TO PERSONS UNDER THE AGE OF 18

28.1 Persons under the age of 15 may only enter the licensed area of the club between the hours of 10.30.A.M. (12.30. P.M. on a Sunday) and 9.00 P.M and then only if accompanied by a parent or guardian.

28.2 Persons who are aged at least 15 years but under the age of 18 years may be in the licensed area of the Club unaccompanied between 10.30 a.m. (12.30 p.m. on Sundays) and 9.00 p.m. but at no other times unless they are accompanied by their parent or guardian on the occasion of a private function at which a substantial meal is served to persons attending the function.

29. PRODUCTION OF EVIDENCE OF AGE BY PERSONS BETWEEN THE AGE OF 18 AND 21.

29.1 No person aged between 18 and 21 may be in the bar of the club between 9.00 P.M and 10.30 A.M (12.30.P.M on a Sunday) on the following day unless they carry and can produce a document proving their age upon request by any member of the bar staff or Executive Committee. The only acceptable documents are:

- (a) an age card as referred to in section 40 of the Intoxicating Liquor Act 1998
- (b) a passport
- (c) an identity card issued by a member state of the European Communities
- (d) a driver's licence.

30. RULES RELATING TO THE SALE AND SUPPLY OF INTOXICATING LIQUOR

30.1 Subject to the exceptions mentioned in Sub-Sections 2 and 3 of Section 56 of the Intoxicating Liquor Act 1927 as amended by Section 6 of the Intoxicating Liquor Act 1962, no excisable liquor shall be supplied for consumption on the club premises to any person (other than a member of the club lodging in the club premises) or be consumed on the club premises by any person (other than an member of the club lodging in the club premises):

On any weekday before the hour of 10.30 A.M. or;

On any Monday, Tuesday, Wednesday or Thursday after the hour of 11.30 P.M. in the evening or;

On any Friday or Saturday after the hour of 12.30 A.M. in the morning of the following day or;

On the eve of any public Holiday (other than Christmas Eve)

If the eve falls on a weekday between 10.30A.M. and 12.3 A.M. on the following day

If it falls on a Sunday between 12.30 P.M. and 12.30 A.M. on the following day

On any other Sunday (except a St. Patrick's Day which falls on Sunday) before the hour of 12.30 P.M or after the hour of 11.00 P.M.

On St. Patrick's Day before the hour of 12 00 P.M or after the hour of 12 30 A.M. in the morning of the following day or;

On Christmas Eve and the Eve of Good Friday before the hour of 10 30 A.M or after the hour of 11.30 P.M. or;

At any time on Christmas Day or Good Friday.

30.2 Nothing contained in the Registration of Clubs Acts 1904 to 1999 or imposed only by virtue of the operation of Rule 22 of this constitution shall operate to prohibit the supplying for consumption on the club premises of any excisable liquor to any person for the consumption on the club premises of excisable liquor on those premises by any person:-

On Christmas Day between 12 o'clock midday and 10 o'clock in the evening or; On any other day for one hour after the expiration of any period in respect of that day during which it is lawful for the club by virtue of Rule 22 of this constitution to supply any excisable liquor for consumption on the club premises, if in each case the excisable liquor is:

Ordered by that person at the same time as a substantial meal is ordered by him. Consumed at the same time as and with the meal.

Supplied and consumed in the portion of the club premises usually set aside for the supply of meals.

Paid for at the same time as the meal is paid for.

30.3 No excisable liquor shall be sold for consumption outside the premises of the club except to members of the club, between the hours of 8 o'clock in the morning and 10 o'clock at night.

30.4 No member of the Management Committee and no manager or servant employed in the club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sale.

30.5 The Executive Committee may alter or add to any Rule or Rules dealing with the supply or consumption of excisable liquor for the purpose of complying with the Licensing Laws for the time being in force, or for the purpose of satisfying the requirements of the members in accordance with such laws.

30.6 In addition to the foregoing Rules and Clauses thereof the Clauses and Regulations embodied in the Registration of Clubs Acts 1904 – 1986 and the Acts extending and amending the same shall be deemed Rules of the Club.

31. GENDER

The male gender herein shall be deemed to include the female gender, where the context so requires.