



# **Skerries Bowling Club Constitution**

## **1. NAME**

The Name of the Club is **Skerries Bowling Club**.

## **2. ACTIVITIES OF THE CLUB**

The aim of the club is to promote and encourage bowling in Skerries and to provide coaching and training to those that require it.

## **3. GOVERNING BODIES**

All games of bowls played by members shall be subject to the "LAWS OF THE SPORT OF BOWLS" as set out by the World Bowls (W.B.), and such amendments as may be made to the same by Irish Lawn Bowls (ILB), The Irish Bowling Association (IBA) and The Irish Women's Bowling Association (IWBA)

## **4. MEMBERSHIP**

Membership shall consist of Ordinary Members, Junior Members, Honorary Members and Pavilion Members. The committee may confer Honorary Membership on any person by unanimous vote of the members present.

## **5. ADMISSION**

Any person wishing to join the club after October 1st shall be admitted as a full member of the club during the current year on payment of HALF the annual fee or at a reduced rate as published on notice board. This fee is decided by members at the AGM. The ap-

plication to join, which shall be proposed and seconded by an Ordinary member, shall be displayed in a conspicuous place as designated by the club, and shall remain on display for not less than seven days.

Persons whose memberships have lapsed for five years or more will be admitted to re-join at HALF the annual fee for the 1st year. New members joining during the course of the year will pay half of the annual fee on a pro rata basis. Full fee will apply from the next AGM. Membership year shall be from 1st October to 30th September. Full membership will apply from the date of the AGM. Subsequent to display of application, admission shall be by resolution of the committee by majority vote. The new members shall be provided with a copy of the club Constitution and Rules by the Honorary Secretary. Candidates failing to be elected as members shall be notified by the Honorary Secretary, and any fees paid shall be refunded.

## **6. REGISTER**

A register of Membership, shall be displayed in a conspicuous place in the clubhouse, and kept up to date.

## **7. JUNIOR MEMBERS**

Members under the age of 18 years, on September 30th of the current year shall not be entitled to attend nor to vote at any official meeting of the Members in general body. A person designated Child Protection Officer must be appointed with special responsibility for the guidance, protection and instruction of Junior Members, on request of the ILB Junior members shall be charged 10% of the current annual fee.

## **8. FACILITIES OF THE CLUB**

Ordinary members constitute the ownership of the club.

Properties owned by the Club comprise the Playing surface and surrounding paths and flowerbeds within the hedge, The Clubhouse, clubhouse furniture, bowls storage container, maintenance shed and outdoor furniture.

The bowling Club site and car park are owned by Fingal County Council and held by The Club under a long term lease.

## **9. SUBSCRIPTIONS AND FEES**

All subscriptions and fees, other than competitions and current rules for payment thereof, shall be fixed by the members in general meetings, and no variation or relief therefrom shall be permissible. Any member who has failed to pay or agreed to pay, according to the current rules, the annual subscription by the 30th November shall cease to be

a member of the club, but such cessation shall not relieve the member concerned from any liability arising during the period of membership.

No officer of the Club either now or in the future are or will be in receipt of any remuneration from the Club. Club members that provide coaching or training will not receive any remuneration for those services. However external coaches and trainers may be paid a fee on receipt of a quotation and approval by the committee.

## **10. RESIGNATION**

Any member may resign from the club by written notification to the Honorary Secretary. The resignation will be effective immediately on receipt of the same by the Honorary Secretary. No refund of fees shall be made, and the member shall not be relieved of any liability attaching, on or before, the effective date of resignation.

## **11. WITHDRAWAL OF MEMBERSHIP**

The committee is empowered to suspend or withdraw membership of any member who either brings the reputation of the club into disrepute, or for any infringement of club rules or for creating disharmony among members. The committee by resolution may suspend a member for a period, provided the member has been given written notice of the motion to suspend.

Incidents of misdemeanour may be communicated to any member of the committee either orally or in writing. The committee member shall notify the Ladies/Men's Captain, who will initially endeavour to resolve the matter amicably. Failing the resolution of the complaint by either Captain, the matter will be referred to the club committee in writing who shall have the power to suspend the membership of the offending member. The period of suspension shall be at the sole discretion of a majority vote of the members of the committee. In the event that the complaint is of a serious nature, the committee shall have the power to terminate the membership of the offending member.

In the event where a complaint has been referred to the committee, the person against whom the complaint has been made, shall be entitled to put his/her case before the committee and/or call witnesses, prior to the committee deciding how it will adjudge the matter. The committee, when considered appropriate, may call witnesses on the complaint.

## **12. GREEN FEES**

By display in a conspicuous place, the committee may introduce rules and fees for use of the greens and/or premises by non-members, and Pavilion Members.

### **13. TRUSTEES**

The property of the club shall be vested in a minimum of three Trustees at all times who shall hold the same in trust for the club. Trustees shall be elected to, and removed from office, by the members in general meeting, and they hold office until death, resignation or removal.

### **14. LIABILITY**

The Trustees and any officer of the club shall have the right to recover from the Club any sum or sums for which they are found liable - in their capacity - as Trustees or officers of the Club. Should the Club be insolvent and unable to repay such sum or sums, then the Trustees or officers and each of them shall have the right to recover a pro rata amount of such sum or sums from each Ordinary Member in proportion to the total of the Ordinary Members. For this purpose any person who was a member on the date of the last General Meeting prior to the date on which such a liability arose, or became an ordinary Member since that date, shall share in the liability.

### **15. PROPERTY**

No person shall have the right to remove any property of the club without the permission of the committee.

### **16. EX OFFICIO**

The Trustees, if elected, must receive notice of all meetings and are entitled to attend and vote on all matters on the agenda of such meetings.

### **17. AFFAIRS**

Honorary officers elected by the Ordinary members in the general meeting shall run the day to day affairs of the club in committee. The committee shall consist of - The President, Chairperson, Secretary, Treasurer, Ladies Captain and Men's Captain, one representatives from each of Ladies Outdoor, Men's Outdoor, and the Indoor section of the club, plus two other members to be elected at the AGM, save that no one person may hold two officer positions on the committee. The names of the persons who have been

elected by their sections in the general meeting, shall be given in writing to the Secretary for approval at the AGM. The quorum for committee meetings shall be seven. Honorary Officers shall hold office for one year and shall be eligible for re-election for a period not exceeding four years. The Hon President shall hold office for one year and be eligible for re-election for one further year only. Decisions of the committee shall be by majority vote on a show of hands, with the Chairperson having the casting vote.

## **18. ELECTIONS AT AGM**

At the AGM the fully paid up members shall elect the following Honorary Officers of the club:-

- President
- Chairperson
- Treasurer
- Secretary
- Confirm the election of the members as elected by the Ladies/Men's and Indoors Sections
- Elect two additional members from the General Meeting to the committee.

In the case of President, Chairperson, Treasurer, Secretary and the two additional members, all nominees to the positions must be proposed and seconded, and where there are more than one nomination for any position, the members shall elect by secret ballot from the list of proposed candidates.

## **19. ANNUAL GENERAL MEETING**

An annual meeting of members shall be held not later than the 31st October of each year for the purpose of:

- Approving the Minutes of the previous AGM. Matters Arising.
- Receiving the report of the Chairperson.
- Approving the Accounts and Balance sheet and Accountants Report.
- Election of the Honorary Officers

- Accepting the elected committee members for the Ladies, Men's and Indoor sections and electing two ordinary members from the floor.
- Appointment of the Club's Accountants.
- Any other business.

A Quorum shall be twenty members.

## **20. EXTRAORDINARY GENERAL MEETING**

An Extraordinary general meeting may be called at the request of the committee, or on the written request of 12 members, which meeting must be convened within 28 days of the request. Such a meeting may only deal with the matters for which the meeting was called. A quorum shall be 20 members.

## **21. NOTICES**

To convene an Annual General Meeting, or an Extraordinary General Meeting, 14 days notice must be given to all members by e-mail, text or directly to their last known postal address. The notice must identify the item to be decided by the members. Failure to receive such notice by any member does not negate the meeting. Minutes of the previous AGM should be displayed on the mens and ladies notice board 14 days before the AGM.

## **22. VOTING**

At an A.G.M. or E.G.M., voting on all matters, other than election to the committee, will be by a show of hands and resolutions are carried by a simple majority of those in attendance, and entitled to vote, with the Chairperson having a casting vote. On the demand of any two members of good standing, voting shall be by ballot on any item of business. Proxies are not permitted in meetings of whatever nature, concerning club affairs.

## **23. OBLIGATIONS**

The Committee is obliged to:

- a) Hold not less than 10 meetings per annum.
- b) Ensure that minutes recording the decisions of the committee and members in gen-

eral meetings are kept in proper order. The signature of the Chairperson at a subsequent meeting of the committee, shall verify the information contained in such meetings.

c) Keep members informed, on a regular basis, of important decisions taken by the committee.

d) Keep proper records of income and expenditure and details thereof, with the annual Certification by Accountants appointed by the members. Copies of the accounts must be supplied to each member present at the A.G.M. The financial year end shall be the 30th September.

e) Appoint a greens controller and duly authorise the controller to carry out such instructions as the committee shall from time to time direct.

f) Maintain the green in proper order and in co-operation with Fingal County Council.

g) Enforce any requirement of Fingal County Council under the terms of their licence.

h) Ensure that the green, or any activities of the club, are free of nuisance.

i) Effect adequate insurance cover to indemnify the club, its officers and Trustees if any, against all claims for loss or damage, which cover must comply with the requirements of Fingal County Council.

j) Seek the authority of the members in general meeting before borrowing or disposing of or acquiring assets in excess of €5,000.00.

k) Appoint any sub committees necessary to pursue the club's objects.

l) Set clear rules for club competitions

m) Co-opt members to the committee as it deems necessary to perform its duties. Such co-opted members shall automatically retire before the AGM

n) Cause an account or accounts, in the name of the club, to be opened with a bank to which all money shall be immediately lodged and ensure that withdrawals there-from require the signature of any two of the chairperson, treasurer, and or secretary.

o) Committee members are obliged to attend at least seven meetings per annum, and any Committee member, who fails to attend three consecutive meetings, without giving prior notice, shall be deemed to have resigned from the committee.

## **24. DISSOLUTION**

The club may only be dissolved by a Special Meeting of members called for that purpose. Such a resolution requires three quarters plus one of the members present and entitled to vote.

## **25. FINGAL COUNTY COUNCIL AGREEMENT**

Membership of the club shall be open to all residents in the North County Dublin Area, and such other areas as the committee may decide and that no person shall be deprived of membership by virtue of colour, race, religion or sex.

## **26. RULES AND CONDUCT**

The Committee shall have power (subject to the Constitution) to decide the rights and privileges of members to have use and enjoyment of the club premises and to make rules representing the conduct of the club members and club affairs generally.

## **27. INCOME & PROPERTY**

The income and property of the Club shall be applied solely towards the promotion of the object as set forth in this Constitution. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Club.

No officer shall be appointed to any office of the Club 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 or servant of the Club (not being an officer) for any services rendered to the Club;
- b) interest at a rate not exceeding 1% above the Euro Interbank Offered Rate (Euribor) per annum on money lent by an officer or other members of the Club to the Club;
- c) reasonable and proper rent for premises demised and let by any member of the Club (including any officer) to the Club;
- d) reasonable and proper out-of-pocket expenses incurred by any officer in connection with their attendance to any matter affecting the Club;

e) fees, remuneration or other benefit in money 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;

## **28. WINDING UP**

If upon the winding up or dissolution of the Club there remains, after satisfaction of all debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of the Club. Instead, such property shall be given or transferred to some other institution or institutions having objects similar to the objects of the Club. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of their income and property among their members to an extent at least as great as is imposed on the Club under or by virtue of the *Income and Property* clause 27 hereof.

Members of the Club shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object. Final accounts will be prepared and submitted that will include a section that identifies and values any assets transferred along with the details of the recipients and the terms of the transfer.

## **29. ADDITIONS, ALTERATIONS AND AMENDMENTS**

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

## **30. KEEPING OF ACCOUNTS**

Annual Accounts shall be kept and made available to the Revenue Commissioners on request. Where the gross annual income exceeds €250,000 the accounts will be audited.

(Revisions to the Club Constitution made on 2nd October 2023)

Changes approved at an EGM on 26th October 2023