



FOUNDED 1998

CONSTITUTION AND RULES

Version: xxx

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1 PRELIMINARY DEFINITIONS AND INTERPRETATIONS

- 1.1 Rules herein contained are indicated by consecutive numbers.
- 1.2 Clauses are indicated by consecutive numbers preceded by Rule numbers.
- 1.3 Sub-Clauses are indicated by consecutive numbers preceded by Rule and Clause numbers.
- 1.4 Sub-Sub-Clauses are indicated by consecutive numbers preceded by Rule, Clause and Sub-Clause numbers.
- 1.5 "Men's Club" shall mean the group of male amateur playing golfers operating under a Constitution acceptable to the Golfing Union of Ireland and to which Union the Men's Club is applying for affiliation.
- 1.6 "Ladies' Club" shall mean the group of female amateur-playing golfers operating under a Constitution acceptable to the Irish Ladies Golf Union and to which Union the Ladies' Club is applying for affiliation.
- 1.7 The name or title "Committee" and the Officers and members thereof, without qualification, shall mean either the Men's Committee or the Ladies' Committee or their Officers or Members where the context so admits or requires.
- 1.8 The name or title "Club", without qualification, shall mean the Men's Club, the Ladies' Club, or both, where the context so admits or requires.

2 TITLE

- 2.1 The name of the Club shall be Rathbane Golf Club. This name shall be the common name by which the
 - 2.1.1 Men's Golf Club (hereinafter called "the Men's Club") and the
 - 2.1.2 Ladies' Golf Club (hereinafter called "The Ladies' Club") shall be individually and collectively known.
- 2.2 The official address of the Club is Rathbane Golf Course, Rathbane, Limerick.
- 2.3 The Club accepts that the name and logo is exclusively reserved for a Club licensed to use the Facilities.

3 OWNERSHIP

- 3.1 The land on which the Golf Course and Clubhouse have been constructed is the property of Limerick City Council whose address is City Hall, Limerick (hereinafter called 'the Owner' which expression shall include its successors and assigns).

4 LICENCE

- 4.1 The Club uses the Facilities under Licence from the Owner of the Facilities. In the event of the Licence being revoked the Club shall notify the Union forthwith.
- 4.2 The Club accepts that the licence granted by the Owner, to use the facilities, will not entitle the Club to any legal interest in the property.
- 4.3 The Licence shall stand in the name of the Owner and the Club Trustees appointed by each Club under these rules.
- 4.4 In the event of any conflict or difference arising between these rules and the Licence the terms of the Licence shall prevail.

5 MEMBERSHIP

- 5.1 The membership of the Men's Club shall consist of Male Playing Members who may be either Ordinary Members or 4-day members and other subscribing playing members as may be elected from time to time under Clause 12.2 and such Honorary Members as may be elected from time to time by the Men's committee.
- 5.2 The membership of the Ladies' Club shall consist of Female Playing Members who may be either Ordinary Members or 4-day members and other subscribing Playing Members as may be elected from time to time under Clause 12.2 and such Honorary Members as may be elected from time to time by the Ladies' Committee.
- 5.3 The number of members electable to each category in each Club shall initially be fixed in consultation with the Owner. Any subsequent alteration will be by agreement with the Owner.
- 5.4 Only Ordinary Members shall be
 - 5.4.1 entitled to attend and vote at all Annual General, Special or Extraordinary General Meetings, and
 - 5.4.2 entitled to nomination for and election to Office and General Committee in the respective Clubs of which they are such members.

6 OBJECTIVES

6.1 The Men's Club shall

- 6.1.1 Promote the amateur game of golf amongst its members.
- 6.1.2 Apply for affiliation of the Golfing Union of Ireland and undertake, in writing, to accept and abide by the Constitution and Bye-Laws of such Union and the ByeLaws of the branch in whose Province the Course is situated.
 - 6.1.2.1 *In compliance with Union by-law to pay, on every 1st January,*
 - a. a per capita subscription to the Union and
 - b. a per capita levy to its Provincial Council on every male playing member of the Club at the end of its financial year in the categories prescribed by such Bye-Laws.
- 6.1.3 Accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of National Golf Unions and such rules hereunder as may require to be implemented from time to time by the Golfing Union of Ireland.
- 6.1.4 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.

6.2 The Ladies' Club shall

- 6.2.1 Promote the amateur game of golf amongst its members.
- 6.2.2 Apply for affiliation to the Irish Ladies Golf Union and undertake, in writing, to accept and abide by the Constitution of such Union and the by-laws of the district in which the Course is situated.
 - 6.2.2.1 *In compliance with such Constitution pay, on every 1st January a per capita subscription on every female playing member of the Club at the end of its last financial year in the categories prescribed by such Constitution.*
 - 6.2.2.2 *Accept and apply the Handicapping System as prescribed by the Irish Ladies Golf Union and such rules hereunder as may require to be implemented from time to time by such Union.*
 - 6.2.2.3 *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.*

7 TRUSTEES

- 7.1 Rathbane Golf Club shall have two voting members as Trustees. Such trustees shall be jointly appointed by the members of the Men's Club and the Ladies Club at Annual General Meeting of the respective Clubs.
- 7.2 Each Trustee shall hold office until resignation or removal from office by resolution of members of the Club, which appointed him/her at Annual General Meeting and shall be replaced by another appointee at the same or next Annual General Meeting.
- 7.3 The Licence being granted by the Owner to the Club shall be in the names of the Owner and of the appointed Trustees or their successors in office.
- 7.4 The Trustees shall be entitled to attend meetings of the Committee of both the Men's Club and the Ladies Club, by which they were appointed, without voting rights, in their capacity as Trustees.
- 7.5 The Trustees shall be Indemnified by the Club by which they were appointed out of the property and assets of such Club in respect of all transactions directed by a resolution of the General Committee of such Club against all liabilities and expenses necessarily incurred as a result of their Trusteeship and in the event of the property and assets of such Club being deficient, such deficiency shall be made good by the Ordinary Members of the Club concerned on whose behalf the property and assets of such Club are held.

8 OFFICERS

- 8.1 The Officers of the Men's Club shall be a President, Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer, Honorary Games Secretary and Honorary Handicapping Secretary.
- 8.2 The Officers of the Ladies' Club shall be a President, Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer and Honorary Games Secretary and Honorary Handicapping Secretary.

9 MANAGEMENT

9.1 Allocation of functions

- 9.1.1 The business and affairs of the Men's Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "the Men's Committee") consisting of the Officers of the Men's Club and 5 other voting members of the Men's Club elected under Sub-Clause 9.2.4 and Clause 20.7. The immediate past Captain shall be an ex-officio member of the Committee with full voting rights.
- 9.1.2 The business and affairs of the Ladies' Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "the Ladies' Committee") consisting of the Officers of the Ladies' Club and 3 other voting members of the Ladies' Club elected under Sub-Clause 9.2.4 and Clause 20.7. The immediate past Captain shall be an ex-officio member of the Committee with full voting rights.
- 9.1.3 Each of the aforementioned Committees may exercise its powers notwithstanding that there might be a vacancy in its membership.
- 9.1.4 At Meetings of the foregoing Committees:
 - 9.1.4.1 *The Men's Club: 6 of those entitled to attend and vote shall form a quorum.*
 - 9.1.4.2 *The Ladies' Club: 6 of those entitled to attend and vote shall form a quorum.*
- 9.1.5 At Meetings of such Committees the chair shall be taken by the Captain or, if absent, by the President. In the absence of both of these Officers those in attendance shall elect a Chairperson.
- 9.1.6 The Chairperson at a Meeting shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.

9.2 Elections, Officers and Committees

- 9.2.1.1 *The Vice Captain in any year shall be proposed by the Committee as Captain for the following year, unless a committee member objects and a two thirds majority of the whole committee shall vote against this course of action. The nomination shall be given by the Committee to the Honorary Secretary of the particular Club at least 21 days prior to the Annual General Meeting of that Club.*
- 9.2.1.2 *The Captain of the Men's and the Captain of the Ladies' Clubs shall retire after one year's service provided always that the members at Annual Meeting may vote that the outgoing Captain should serve in that capacity for a longer period. The other Honorary Officers of each Club and the Ordinary Members of Committee of each Club shall retire Annually and shall be eligible for re-election, provided always that the same office or committee ranking shall not be held by the same officer or committee member for more than 5 consecutive years.*

9.2.1.3 *The President of the Men's and the President of the Ladies Clubs shall be nominated and approved by the respective committees prior to the Annual General Meeting and the nomination shall be given to the Honorary Secretary of the particular Club at least 21 days prior to the Annual General Meeting of that Club. The role of President would be for one (1) year only. In line with tradition and in view of the honorary nature of the position the nomination of the Men's Club President shall in future be the prerogative of the Men's Club Committee, however reference to 9.2.1.2 of the Club Constitution would apply.*

9.2.1.4 *The Vice Captain of the Men's Club and the Vice Captain of the Ladies Club shall be nominated to the committee of the respective Club, 3 months prior to the Annual General meeting his/her nominee for Vice Captain for the following year. If the nominee is approved by the appropriate committee, by simple majority of the whole committee, such nominee shall be given to the Honorary Secretary of the particular Club at least 21 days prior to the Annual General Meeting of that Club.*

9.2.1.5 *The election of Office bearers, Members of the General Committee and Auditors of both Clubs shall be made at the appropriate Annual General Meetings.*

9.2.2 Nominations (with the consent of the nominee) of voting members for election to any Honorary Office or as an ordinary member of Committee shall be made either:

9.2.2.1 *by the General Committee of the particular Club, or*

9.2.2.2 *by any two Ordinary Voting Members of the particular Club.*

9.2.3 All nominations shall be given to the Honorary Secretary of the particular Club at Least 21 days prior to the Annual General Meeting of that Club.

9.2.4 A complete list of Nominees (Officers and Committee) together with their proposers and seconders must be posted on the Club Notice Board for at least seven days prior to the date of the particular Annual General Meeting.

9.2.5 The respective Committees shall have power to fill vacancies in any of these offices (including membership of Its Committee) during any year. The persons so appointed shall hold office until the next Annual General Meeting of the particular Club. Such appointments shall not be construed as forming part of any time limit provided for in Sub-Clause 9.2.1.2.

- 9.2.6 At any General Meeting, if the election of a continuing member of the Committee to a position as an Office Bearer will leave a vacancy on the Committee, then such vacancy shall be filled at that Annual General Meeting from candidates already nominated for membership of the Committee. In the event that there are not sufficient candidates to fill such vacancies the Chairperson shall first declare the nominated candidates elected and then invite verbal nominations from the voting members present at the meeting.
- 9.2.7 The office of any Office Bearer shall be vacated by such Office Bearer resigning therefrom or on ceasing to be a member of either the Men's or the Ladies' Club or being removed by a resolution' at an Annual General Meeting of the appropriate Club. The committee of the appropriate Club may suspend from office under Clause 17, any office bearer or committee member from the committee of the respective Club provided sufficient grounds for such suspension exist and a two thirds majority of the full committee membership is achieved.
- 9.2.8 In the event of suspension from the committee under Clause 17 of an officer of the Men's or Ladies Clubs the appropriate committee may appoint another committee member to the vacant office. The persons so appointed shall hold office until the next Annual General Meeting of the particular Club. Such appointments shall not be construed as forming part of any time limit provided for in Sub-Clause 9.2.1.2.

9.3 Committee Meetings

- 9.3.1 Stated Meetings of the Men's Committee shall be held not less than 6 times per annum.
- 9.3.2 Stated Meetings of the Ladies' Committee shall be held not less than 6 times per annum.
- 9.3.3 Upon a requisition signed by not less than three members of a Committee stating the nature of the business to be transacted, the Captain or Honorary Secretary / Treasurer of the Club shall call a Special Meeting of such Committee for the consideration thereof; and if the Officers designated above neglect or refuse to call such Meeting within seven days the same may be convened by notice signed by four members of such Committee.

9.4 Owner's Staff

- 9.4.1 The Committees of the Men's and of the Ladies' Clubs shall co-operate with such staff as are employed by the Owner in the maintenance, service and upkeep of the Course and Clubhouse and shall direct their members to facilitate such staff in the execution of their duties in the interest of both the Owner and the Club.

9.5 Liaison committee

- 9.5.1 The requirements of Sub-Sub-Clauses 9.5.2.1 and 9.5.2.2 shall be implemented by a Liaison Committee the members of which shall comprise the Honorary Secretary and Captain of the Men's and Ladies Clubs, 2 representatives of the Owner, one of whom shall be a representative of the Management Company, and 1 representative of the Trustees of Rathbane Golf Club.
- 9.5.2 The Liaison Committee shall:
 - 9.5.2.1 *make, and from time to time alter, such Bye-Laws and regulations as are considered necessary in the interest of the members of both Clubs*
 - 9.5.2.2 *make such Local Rules (provided they are not at variance with the Rules of Golf) and regulations for the use of the Course as are required. (See rule 22)*
- 9.5.3 Every Member of every category and every visitor introduced by a member shall be subject to, and must comply with, all rules, regulations, Bye-laws and regulations in force.
- 9.6 Appointment of sub-committees
 - 9.6.1 The Men's and the Ladies Committees shall each have power to appoint subcommittees and to define the scope of their authority and to delegate and confer on such committees the powers necessary for the discharge of the function or functions for which such sub-committee was formed. No sub-committee shall be appointed to elect members (see clause 12.1).
 - 9.6.2 Each Sub-Committee shall retire annually on the date of the Annual General Meeting of its respective Club or earlier, if the function for which it was appointed is completed.
 - 9.6.3 The quorum of each Sub-Committee shall be defined at the time of appointment.
 - 9.6.4 The Chairperson of each Sub-Committee shall be a member of the Committee and shall in addition to a deliberative vote, have, and shall exercise a casting vote.

10 ADMINISTRATION

- 10.1 The Men's and the Ladies' Clubs shall be administered as follows:
 - 10.1.1 The Honorary Secretary of the Men's Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned to another Officer of the Men's Club. The Committee may appoint an Assistant Honorary Secretary to assist the Honorary Secretary.

- 10.1.2 The Honorary Secretary of the Ladies' Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned to another Officer of the Ladies' Club. The Committee may appoint an Assistant Honorary Secretary to assist the Honorary Secretary.
- 10.1.3 All written complaints concerning matters under the jurisdiction and control of the Committee of the particular Club shall be referred primarily to the Honorary Secretary of that Club who, If unable to resolve same, shall place the complaint on the agenda for the next Meeting of the Committee of such Club for investigation and decision. (See Rule 16)

11 FINANCE

The financial affairs of the Men's Club shall be administered as follows:

Income and Property The income and property of the Club shall be applied solely towards the promotion of the main object(s) 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; **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 main objects similar to the main 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 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. **Additions, alterations or amendments** No addition, alteration or amendment shall be made to the provisions of the main object 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. 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.

- 11.1.1 The Honorary Treasurer shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Men's Club.
- 11.1.2 The Banking account shall be kept in the name of the Men's Club (and clearly identified as such) in such Bank as the Men's Committee may, from time to time determine. All cheques shall be signed as authorised by resolution of the Committee.
- 11.1.3 The Men's Committee shall be responsible for the payment to the Golfing Union of Ireland of the annual per capita subscription and Provincial Levy on members as required by the Bye-Laws of that Union.
- 11.1.4 The Men's Committee shall be entitled to charge and retain all entry fees in Club and Open competitions under its control and management and for which it has arranged for the provision of prizes.
- 11.1.5 The Honorary Treasurer shall issue an audited statement of the affairs of the Club for the financial year ended 30th September for consideration by the Committee and for presentation and approval by the members at the Annual General Meeting of the Men's Club which shall be held not later than the last day of February following.
- 11.2 The financial affairs of the Ladies' Club shall be administered as follows:
 - 11.2.1 The Honorary Treasurer shall keep full and detailed accounts, books and records, showing the financial affairs, receipt and disbursements of the Ladies' Club.
 - 11.2.2 The Banking Account shall be kept in the name of the Ladies' Club (and clearly identified as such) in such Bank as the Ladies' Committee may from time to time determine. All cheques shall be signed as authorised by resolution of the Committee
 - 11.2.3 The Ladies Committee shall be responsible for the payment to the Irish Ladies Golf Union of the Annual per capita subscription on Members as required by the constitution of that Union.
 - 11.2.4 The Ladies Committee shall be entitled to charge and retain all entry fees in Club and Open competitions under its control and management and for which it has arranged for the provision of prizes.
 - 11.2.5 The Honorary Treasurer shall issue an audited statement of the affairs of the Club for the financial year ended 31st October for consideration by the Committee and for presentation and approval by the members at the Annual General Meeting of the Ladies Club which shall be held not later than the last day of February following.
 - 11.2.6 The Liaison Committee shall be responsible for such financial affairs of both Clubs as are referred to in the Licence.

12 ELECTION OF MEMBERS

12.1 Subject to the agreed limitation as to the number of members electable to the different categories of member:

12.1.1 The election of all male members shall be in the hands of the Men's Committee

12.1.2 The election of all female members shall be in the hands of the Ladies' Committee

12.2 The procedure for the election of members in each Club shall be as follows:

12.2.1 Each candidate for election (except in the case of Honorary Members) must be proposed by one Voting Member of the particular Club and seconded by another Voting Member of such Club.

12.2.2 In each Club the Committee may prescribe the minimum number of years membership required before a member shall be entitled to avail of the provisions of Sub-Clause 12.2.1

12.2.3 The proposer and seconder must each know their candidate personally and the Hon Secretary or his nominee may enquire as to their personal knowledge of their candidate.

12.2.4 A Voting Member wishing to propose the candidate for election shall obtain from the Honorary Secretary of his/her Club a form known as an Application for Membership Form and shall in due course return it to the Honorary Secretary, or his nominee, duly completed signed by the Proposer and Secunder and shall, in addition, forward to the Committee such additional information as might be required. The application form should be accompanied by the amount of the Entrance Fee (if any) and first Subscription and other charges payable by the category of member for which the candidate is applying. In the event that the application for membership is not approved any fees or subscription paid will be refunded to the applicant.

12.2.4.1 In the case of an applicant for membership of the Men's or Ladies Clubs who is under 18 years of age at the date of application, the consent of a parent or guardian is required and must be recorded on the application form.

12.2.5 If the Committee decides that the name of the candidate for election should go forward the name and address of the candidate shall be posted on the Clubhouse Notice Board for at least 7 days before the Meeting at which the application is to be considered.

12.2.6 Any omission from or inaccuracy in the particulars relating to any applicant shall render election voidable at the discretion of the Committee.

12.2.7 Immediately on election notice in writing shall be dispatched to all elected candidates by the Honorary Secretary of the Club or his nominee together with a copy of the Club Constitution and Rules.

- 12.2.8 If a candidate is not elected to membership and at a later date wishes to make a further application for membership, the same procedure, as set out above must be followed on any subsequent application.
- 12.2.9 It shall be the duty of every elected Member to acquaint himself/herself of the Constitution, Rules and Bye-Laws of the Club and each such Member shall be bound by same and by all acts or deeds of any person or persons acting for or on behalf of the Club under any power, authority or discretion conferred by or pursuant to such Constitution, Rules or Bye-Laws.
- 12.2.10 No person shall be considered a Member (except Honorary and President and Captain) until his/her Entrance Fee (if any) and subscription shall have been paid. By such payment a Member acknowledges that he/she submits to and is bound by the constitution, rules and bye-laws of the Club and every renewal of subscription by him/her shall be deemed to be a similar acknowledgement.

13 CATEGORIES OF MEMBER

- 13.1 Voting and non-voting members may be elected to the Men's Club and to the Ladies' Club. The following categories will apply for the time being:
Voting Members: Ordinary Members and Honorary Members who are Ordinary Members; Non Voting members: 4-Day (Mon — Thurs), Juvenile, and Junior Members.
- 13.2 The following shall be voting members:
- 13.2.1 Ordinary members who shall comprise
- 13.2.1.1 *Male members who having paid the entrance fee, if any, and Annual Subscription applicable to this category shall be entitled to attend and vote at all Annual General and all Special General or Extraordinary General Meetings of the Men's Club.*
- 13.2.1.2 *Female Members who, having paid the Entrance Fee, if any, and Annual Subscription applicable to this category shall be entitled to attend and vote at all Annual General and all Special General or Extraordinary General Meetings of the Ladies' Club.*
- 13.2.1.3 *An Ordinary Member elected an Honorary Member of his/her Club shall retain all the rights and privileges of membership of this category. The subscription for honorary members due to the Owner will continue to be paid by the Club.*

13.3 4-Day, Juvenile and Junior members, of either gender, shall be non-voting members of their respective Clubs. The Men in these categories shall each be members of the Men's Club and the Ladies in these categories shall each be members of the Ladies' Club. All members in these categories, except Honorary Members, shall be required to pay the Annual Subscription applicable to each category.

13.3.1 JUNIOR and JUVENILE MEMBERS shall comprise young persons whose ages at date of election shall not be less than 12 years or more than eighteen years. Such membership shall cease on 31st December next after such person has attained the age of 18 years subject to the provisions of the licence agreement.

13.3.2 HONORARY MEMBERS shall comprise persons who either the Men's or the Ladies' Committees wish to acknowledge as having rendered exceptional service to the Club or to the game of golf or whose distinguished position or public service would render their membership of special advantage to the Club.

14 ANNUAL CLUB SUBSCRIPTIONS

14.1 All categories of member, except Honorary Member and the President and Captain of the Men's Club, shall be obliged to pay (an) Annual Club Subscription(s), with both the President and Captain retaining full voting rights subject to article 14.1.1.

14.1.1 The President and Captain of the Men's Club shall fund from their own resources the winning prize for the President's and Captain's prize respectively, between a minimum value of €250 and a maximum value equal to half the annual course fee, while the winning prize for the vice-captain's prize will be funded by the Club.

14.1.2 The subscription payable to the owner (Season Ticket) shall be fixed by the owner.

14.1.3 The subscription payable to the Club concerned to cover domestic requirements including subscriptions payable to its Union and Branch or District, team expenses and the provision of prizes for competition shall be fixed at the Annual or a Special General Meeting of such Club. Thereafter any alteration shall be decided at the Club Annual General or a Special General Meeting.

14.2 All subscriptions shall be due and payable on 1st January of each year.

- 14.3 Any member whose Club subscription (under Clause 14.2.2) is unpaid by the last day of January in any year shall cease to be a member of the Club, but the Committee may re-elect such member, without re-nomination or re-posting, within three months from the date when the subscription became due, on payment of all subscriptions and other moneys due to the Club, and in addition, at the discretion of the committee, a fine of 50% of all such subscriptions and other moneys due.
- 14.4 Any member whose Club subscription (under Clause 14.2.2) is unpaid by the last day of January in any year shall be ineligible to compete in Club or Open competitions, to enter Championships or Tournaments or to represent the Club and shall remain ineligible until such subscriptions shall be paid.

15 VISITORS

- 15.1 Prior to playing on the Course a visitor introduced by a member shall pay the appropriate Green Fee.

16 FINES

- 16.1 The Committee of the Club concerned is empowered to impose fines for breaches of the Rules, Bye-Laws and Regulations of the Club in force for the time being or for breaches of the etiquette of golf, and may also at any time (either instead of, or in addition to, fines) temporary withdraw, in as much as it is in its power to do so, the use of the Clubhouse and Course from any member whose conduct or breaches of the Rules, ByeLaws and Regulations may, in the opinion of the Committee, justify this action.
- 16.2 Any member refusing or failing to pay a fine so imposed within one month after notification thereof, shall, in so far as it is in the Committee's power to do so, not be permitted to use the Clubhouse or Course until such fine has been paid.

17 REMOVAL AND/OR SUSPENSION OF MEMBER FROM THE COMMITTEE AND/OR THE CLUB

17.1 If any allegation of misconduct by a Member shall be submitted to the Committee of the Men's or Ladies' Club or to an Officer of either the Men's or Ladies' Club, in writing or by personal evidence by a complainant before the respective Club Committee, the respective committee shall cause an enquiry to commence. The Honorary Secretary of the respective Club shall make such enquiries as are considered necessary to obtain all relevant details. Such information shall be placed before the Committee of the Club, which elected such member, which shall, in meeting, enquire into such conduct. The Committee in considering the matter may appoint an ad hoc Disciplinary Committee consisting of the President, Captain, Honorary Secretary and 1 other Committee Member who shall make such enquiries as are considered necessary to obtain all relevant details. The Member shall have the right to appear and speak at and/or to make a written submission to this sub-committee. Such committee shall report to the Committee of the Club.

17.1.1 If the allegation in question concerns a member of the Committee of either the Men's or Ladies' Club that member shall immediately, without prejudice, be suspended from the respective Committee pending the outcome of the investigation of the respective Committee into the allegations, and shall remain suspended from the respective Committee until all decisions and appeals have been exhausted and the matter has been finalised.

17.2 If in the opinion of the Committee the conduct in question may warrant the expulsion of such Member he or she shall be so informed in writing. A two-thirds majority of the whole committee shall be required to make such a decision. If after making such further enquiries as it considers necessary into the conduct of the Member and hearing such explanation, if any, as he or she may offer, the Committee decides that his or her conduct has not been explained or accounted for to its satisfaction but was not such as to warrant the expulsion of the Member, the Committee may instead, by a simple majority, suspend the Member for a period not exceeding twelve months. Should a majority of the Committee not be satisfied that the charges of misconduct have been proved no further action shall be taken.

17.3 If on the taking of a vote under clause 17.2 less than one third of the Members vote for expulsion the committee shall make a decision in accordance with Clause 17.2.

- 17.4 When the committee concerned has resolved that a member be suspended or expelled, such member shall, within seven days of the decision, be given notice in writing, by the Honorary Secretary, or other authorised Officer of his/her Club, of the decision, by registered post or by delivery of such notice to his/her last known address. Such person shall have the right of appeal against the decision within fourteen days of the date of notification. The appeal shall be made, in writing, to the Honorary Secretary of his or her Club and the Member shall have the right to appear and speak at and/or to make a written submission to the full Committee who shall then decide to confirm, amend, or rescind its earlier decision. The decision of the Committee on the appeal shall, within seven days of the decision, be given in writing to the member as above.
- 17.5 Notice of an appeal under Clause 17.4 having been given, the decision shall not take effect for a period of ten days from the date that the appeal by the member is received by the Honorary Secretary of the respective Club.
- 17.6 The Member shall have the right to have the appeal heard at an Extraordinary General Meeting requisitioned under Sub-Sub-Clause 18.3.1.2 provided that the necessary signatures for such requisition are procured either by the Member in question or by any other Ordinary Member of his or her Club. This meeting shall, by a majority, decide whether the expulsion shall be confirmed or repealed, or whether the period of suspension shall be confirmed, reduced or repealed. Should the signatures provided for in Sub-Sub-Clause 18.3.1.2 not be obtained within twenty one days from the date of notification by the Club to the Member, the Committee shall have power to deem the appeal to have lapsed and to enforce the decision forthwith, or to allow an additional period should it decide by a simple majority, that the circumstances warrant it.
- 17.7 A decision of the Committee under this Rule shall stand unless and until an appeal is received, by an Officer of the Club, against it. Provided an appeal has been received, and an Extraordinary duly requisitioned, the expulsion or suspension shall not then take effect, pending the holding of the Extraordinary General Meeting.
- 17.8 During the period of suspension the Member shall not be entitled:
- 17.8.1 To enter upon the Club property in so far as it is the Club's authority to enforce it, whether in the company of another member or otherwise
 - 17.8.1.1 *save only to collect his or her property or,*
 - 17.8.1.2 *for the purpose of attending any General Meeting called under Clause 17.6 which may be held during the period of suspension.*

- 17.8.2 To the refund or rebate of the whole or any part of his or her annual subscription or other sum paid or payable by him or her to the Club in respect of the year in which the suspension occurs.
- 17.9 If the member suspended or expelled under this clause shall be an officer or a member of the Committee, such member shall immediately on the confirmation of the suspension or expulsion cease to be an Officer or a member of the committee and in the case of suspension shall not be eligible for re-election as an officer or committee member until the suspension period has expired or the next Annual General meeting, whichever is the later. The committee may appoint another committee member to the officer position vacated under this clause and may co-opt another member to the committee under Clause 9.2.5 to fill the vacancy thus created.

18 GENERAL MEETINGS

18.1 The Men's Club

- 18.1.1 The Annual General Meeting of the Men's Club shall, save in exceptional circumstances, be held not later than the last day of February, for receiving the Men's Club Committee's Report and the Financial Statement for the year ended the previous 30th September, for electing Office Bearers, Members of Committee and Auditors, revising its rules and transacting such other business of the Men's Club as may be on the Agenda.
- 18.1.1.1 Notice of Annual, Special, and Extraordinary General meetings may be given in a combination of any of the following methods at the discretion of the Committee: by post to the address recorded in the Club Books; by notice in a local newspaper circulating in the City; by notice posted on the Club notice board; electronically by e-mail or text message to each member whose contact information is held in the Club records. The Committee must be satisfied that the method of notice(s) selected is sufficient to inform all Ordinary members of the date, time and place of such meetings.*
- 18.1.2 Fourteen days notice, at least, of such Annual General Meeting shall be given to all Male Ordinary Members of the Club who are the only persons entitled to attend and vote at an Annual General Meeting of the Men's Club.
- 18.1.3 A copy of the audited Financial Statement shall accompany such notice.

- 18.1.4 Notices of Motion and nominations of Officers and Members of the General Committee of the Men's Club must be made to the Honorary Secretary in writing at least twenty one days before the date of such Meeting.
- 18.1.5 Such Notices and Nominations shall be promptly posted in the main entrance hall of the Clubhouse.
- 18.1.6 Notices of Motion and Nominations not made as required cannot be considered at the Annual General Meeting. The committee shall decide if Motions and Nominations are made as required.

18.2 The Ladies' Club

- 18.2.1 The Annual of the Ladies' Club shall, save in exceptional circumstances, be held not later than the last day of February, for receiving the Ladies' Club Committee's Report and the Financial Statement for the year ended the previous 31st December, for electing Office Bearers, Members of Committee and Auditors revising its rules and transacting such other business of the Ladies' Club as may be on the Agenda.

18.2.1.1 Notice of Annual, Special, and Extraordinary General meetings may be given in a combination of any of the following methods at the discretion of the Committee: by post to the address recorded in the Club Books; by notice in a local newspaper circulating in the City; by notice posted on the Club notice board; electronically by e-mail or text message to each member whose contact information is held in the Club records. The Committee must be satisfied that the method of notice(s) selected is sufficient to inform all Ordinary members of the date, time and place of such meetings.

- 18.2.2 Fourteen days notice, at least, of such Annual General Meeting shall be given to all Female Ordinary Members of the Club who are the only persons entitled to attend and vote at an Annual General Meeting of the Ladies' Club.
- 18.2.3 A copy of the audited Financial Statement shall accompany such notice.
- 18.2.4 Notices of Motion and nominations of Officers and Members of the General Committee of the Ladies' Club must be made to the Honorary Secretary in writing at least twenty one days before the date of such Meeting.
- 18.2.5 Such Notices and Nominations shall be promptly posted in the main entrance hall of the Clubhouse.
- 18.2.6 Notices of Motion and Nominations not made as required cannot be considered at the Annual General Meeting. The committee shall decide if Motions and Nominations are made as required.

18.3 Special and Extraordinary General Meetings

18.3.1 In addition to the Statutory Annual General Meeting

18.3.1.1 The Committee of the Club concerned may, at its discretion, convene a Special General Meeting of the voting Members of such Club to consider and decide on any matter which the Committee considers is of such urgency that it cannot be held over until the Statutory Annual General Meeting.

18.3.1.2 A group of not less than forty of the voting members of the Club concerned may submit a requisition to the Honorary Secretary of such Club requesting that an Extraordinary General Meeting of the voting Members of such Club be convened. The requisition shall state the business to be brought forward and this matter will be the only business to be considered at such meeting.

18.3.1.3 On receipt of such requisition it shall be the duty of the Committee of the Club concerned to have an Extraordinary General Meeting convened without delay and failing notice of such Meeting being issued by direction of the Committee within fourteen days after receipt of such notice by the Honorary Secretary, any Members who have signed the requisition may issue notice of an Extraordinary General Meeting, which notice shall be sufficient if published in three successive issues of a daily local newspaper circulating in the City at least ten days before the date fixed for such Meeting.

18.4 Chairperson at General Meetings

18.4.1 The Captain, or if absent, the President, shall preside at all General Meetings of the Men's Club and the Ladies' Club respectively.

18.4.2 If any of the foregoing Officers are absent or decline to preside any other Chairperson may be appointed by the Meeting.

18.4.3 Each Chairperson in addition to a deliberative vote shall have and shall exercise a casting vote.

19 NOTICES OF GENERAL MEETINGS AND QUORUM

19.1 Fourteen days notice of every General Meeting convened by order of a committee (except meetings called under sub-sub-Clause 18.3.1.2 when ten days notice is required) shall be given to members entitled to vote at such meeting. Notice shall be given in accordance with Clauses 18.1.1.1 and 18.2.1.1.

19.2 All notices calling meetings shall be issued in accordance with Clause 18.1.1.1 or 18.2.1.1.

19.3 At a General Meeting no business shall commence or continue unless there is a quorum of members entitled to vote in attendance as follows: 10% of voting members.

19.3.1 An Annual Meeting postponed due to lack of quorum shall be re-fixed by the Committee of the respective Club for the same day, same place, same time 21 days later. If at this re-fixed General meeting, a quorum is not present, the meeting may proceed and make decisions as if a quorum was present.

20 MODE OF VOTING AT GENERAL MEETINGS

- 20.1 No proxies shall be allowed.
- 20.2 Voting shall be either by a show of hands or by ballot.
- 20.3 Ballot shall mean a vote on voting paper.
- 20.4 A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required by some other Club rule.
- 20.5 In the event of a tie the Chairperson shall have and shall exercise a casting vote as provided in Sub-Clause 18.4.3.
- 20.6 If any member at a General Meeting propose that the mode of voting on any particular matter should be by ballot and this is seconded by another member, then the question of whether voting should be by a show of hands or by ballot shall be decided by a show of hands.
- 20.7 An election of candidates for membership of the Committee of either the Men's Club or the Ladies' Club shall be by ballot and all members voting must vote for the full number of candidates for whom there are vacancies otherwise such voting paper will be Invalid.

21 MINUTE BOOKS

- 21.1 The Men's Club and the Ladies' Club shall each keep:
 - 21.1.1 A Minute Book in which shall be recorded the Minutes of All Annual General, Special General and Extraordinary General Meetings and also
 - 21.1.2 A Minute Book in which shall be recorded the Minutes of all Committee Meetings held In compliance with Clause 9.3.
 - 21.1.3 The respective Minutes shall be read out at the next General, Statutory or other Committee Meeting and, when approved as being a correct record, shall be signed and dated by the Chairperson.

22 PLAYING FACILITIES

- 22.1 The Men's and the Ladies' Committees, in conjunction with the Owner, through the Liaison Committee, shall agree the days and times when each Club shall have the use of the Course. All other times required by either Club shall be by agreement with the Owner.
- 22.2 The facilities of the course and part of the Clubhouse shall be made available to the GUI and Provincial Branch at reasonable intervals in accordance with normal GUI practice.

23 PERSONAL PROPERTY

- 23.1 Any personal belongings of Members, visitors and others, brought to, kept at or left on the premises of the Club (either in the Clubhouse or outside in the car park or on the course) shall be at the sole risk of the owners thereof and neither the Men's Committee nor the Ladies' Committee shall be responsible for any loss or damage thereto however arising; but this Rule shall not prejudice any claim by either Club or the owners of the property for loss or damaged against Insurance Companies in case of fire or when otherwise covered by Insurance. In addition the Members of both Clubs shall have due regard for any relevant conditions imposed by the Owner of the facilities.

24 CHANGE OF CONSTITUTION AND RULES

- 24.1 No rule of either the Men's Club or the Ladies' Club shall be repealed or altered or new rule made except at a General Meeting of such Club and by consent of at least two thirds of the members present and entitled to vote at such Meeting and written notice of the proposed changes must be sent to the Honorary Secretary with the names of the Proposer and Seconder attached, at least three weeks previous to the Meeting at which same is to be considered.
- 24.2 No such rule which directly or in-directly effects the rights and interests of the Owner can be repealed or altered or new rule made without the consent of the Owner.
- 24.3 The Honorary Secretary shall place the proposal on the Club notice board and put the item on the Agenda for the next General Meeting of the Club concerned.
- 24.4 Any change in the Constitution of the Club which affects Rule 10 of the Constitution of the Golfing Union of Ireland must be submitted to the Union for approval prior to submission to the members of the Men's Club for adoption.
- 24.5 No change in the Rules of the Men's Club shall be in conflict with the Constitution of the Golfing Union of Ireland.

25 RULES OF GOLF AND LOCAL RULES

- 25.1 The Rules of the game of golf for the Men's and the Ladies' Clubs shall be the Rules of Golf as approved by the Royal and Ancient Golf Club of St. Andrews.
- 25.2 The Liaison Committee shall, in compliance with Sub-Sub-Clause 9.5.2.2, from time to time prescribe such Local Rules as it considers necessary having regard to the nature of the Course or otherwise, provided such Local Rules are not contrary to or at variance with the Rules of Golf or directives Issued by the respective Union to which the Men's Club or the Ladies' Club Is affiliated.

26 BYE-LAWS

- 26.1 The Liaison Committee shall have power from time to time in compliance with SubSub-Clause 9.5.2.1, to make such Bye-Laws as it considers necessary and to alter and repeal same.

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