

Constitution of Edenderry and District Golf Club (as of January 2020)

1. Name and Object
The name of the club shall be "The Edenderry and District Golf Club". The objective of the Club is the provision of facilities for the playing of the amateur game of golf among its classes of members, and generally to promote amateur games among its members.2
2.(a) The property of the Club shall be vested in five Trustees.(this number was reduced from seven at the AGM 2012) They shall deal with such property as directed by resolution of the Committee (of which an entry in the Minutes Book shall be sufficient evidence) and in so far as the assets of the Club may be deficient they and the members of the Committee shall be indemnified against liability and expenses incurred by them, by reason of their position as Trustees or members of the Committee, by the members of the Club for the time being.
The Trustees shall be elected by General Meeting, and they shall hold office until they resign or cease to be members of the Club unless removed from office by resolution of a General Meeting.
(b) The Trustees shall meet the Committee every three months to discuss the Club's financial affairs.
3.Management
(a). The business and affairs of the Club shall be managed by a Committee of full members (hereinafter referred to as the Committee) consisting of - the Club President, Captains, Men's and Ladies, Vice-Captains, Men's and Ladies, Hon Secretary, Hon. Treasurer, Ex-officio Club Captain, Club Membership Registrar, and eleven other full members of the Club. The Committee shall meet at monthly intervals and eight shall form a quorum. The Chairperson shall have a casting vote in addition to their ordinary vote.
(b) The officers of the Club shall be:
<ul style="list-style-type: none">• Club Captain
<ul style="list-style-type: none">• Club President
<ul style="list-style-type: none">• Hon. Secretary
<ul style="list-style-type: none">• Hon. Treasurer
(c) The Committee in addition to the powers already conferred upon them by these rules have the power to engage, fix the remuneration of, and decide the duties and conditions of all Club employees. The Committee shall have power to control and dismiss all Club employees and shall have all administrative powers as may be necessary for properly carrying out the object of the Club in accordance with these rules. All such Committee decisions shall have due regard for any contracts of employment and employment law.

A decision to dismiss an employee shall require the prior approval of a Committee meeting which has a quorum of thirteen members and a two-thirds majority of those present shall approve the decision.

(d) In the event of no Trustee being elected to the Committee, the Trustees shall have the power to nominate a Trustee to represent the Trustees on the Committee. Such nominations must be effected in writing and notified to the Hon. Secretary within one month of the Annual General Meeting and in which event the Committee shall consist of 20 members for that particular year.

4. (a) The Club President shall be nominated by the Committee and ratified at the General Meeting and shall hold office for a period of two years unless removed from office by resolution of a General Meeting. The Club President shall not hold office for two consecutive terms.

(b) The Men's outgoing Captain shall nominate the Vice Captain and he shall be ratified at the General Meeting.

(c) The Lady Captain shall nominate her Vice-Captain and she shall be ratified by the General Meeting.

(d) In the event that the Club President or Men's Vice-Captain or Ladies' Vice-Captain are not duly ratified by the General Meeting, nominations can be taken from the floor and duly voted on.

5. The Committee and Officers, with the exception of the President and Trustees, shall retire annually, but shall be eligible for re-election at the Annual General Meeting. Members whose current subscriptions have not been paid shall not be eligible to vote, nor can they be nominated as candidates, or themselves nominate other candidates for election. The Committee shall have power to fill any vacancy occurring during the year other than that of Club President, Trustee and Ex. Officio Club Captain.

6. The Club Captain shall be elected at the first Committee meeting of the year and shall be either the Men's or Ladies' Captain. There must be a quorum of seventeen members for this meeting. The Club Captain shall remain in office until his/her successor is duly elected in the following year. In the event of the position of Club Captain becoming vacant the other eligible Captain shall assume the position of Club Captain.

The Club Captain shall chair the Committee's meetings or in his/her absence the Club President or such other officer of the Club as may be agreed.

7. The Committee shall have the power to appoint Sub-Committees as they may consider necessary for the proper management of the Club, to define the scope of their authority and to confirm upon them the powers necessary for discharge of their functions.

An Executive Committee shall be appointed at the first meeting of the Committee. It shall consist of the President, Men's Captain, Lady Captain, Honorary Treasurer and Honorary Secretary. And amended at the AGM 2012, Gents and Lady's vice Captains will be automatically elected on to the executive committee. (this is to insure continuity at an executive level) Its functions shall include

making decisions for the day to day running of the Club. These decisions shall have effect unless set aside by the Committee or a General Meeting.

It shall meet formally once per month and at other times as become necessary. The Club Captain shall chair the meeting when present.

The Executive Committee is a sub-committee of the Committee, and like all other Sub-Committees shall report to the Committee.

The Club Captain shall be an ex-officio member of all Sub Committees.

The members of the Sub-Committees shall be drawn from the membership of the Committee. The Chairperson of each Sub-Committee can, at their discretion, co-opt members from outside the Committee to carry out any particular tasks or functions.

The Chairperson of each sub-Committee shall be a Committee member.(Updated AGM 2014 to) The chairperson of each sub- committee is not required to be a full committee member.

There shall be a maximum of 5 Committee members including the Chairperson on each sub-Committee.

8. The Committee shall have power to make and alter Bye-Laws and local rules for the regulation of the Club, either to meet temporary emergencies or as they may consider necessary in the interest of the club. These shall have effect unless set aside by the Committee or a General Meeting

ACCOUNTS

9. a) Correct accounts and books showing the financial affairs, receipts and disbursements of the Club shall be kept by the Honorary Treasurer who shall submit same to each meeting of the Committee. The Bank Accounts shall be kept in the name of the Club in such bank as the Committee may from time to time determine.

All cheques shall be signed by two members of the Committee one of whom shall be the Honorary Secretary or Honorary Treasurer or Club Captain.

b) The Financial Accounts of the Club to include Income and Expenditure Account, Bar Trading Account, Balance Sheet, Schedule of Addition and Disposal of Fixed Assets and other notes and policies, shall be prepared by an independent professionally qualified accountant from the books and records kept by the Honorary Treasurer. The terms of this accountant's appointment shall be specified and agreed by the Finance and Audit Committee, in an annual Letter of Engagement.

(c) In addition an annual audit report shall be prepared which examines and verifies the checks and internal controls that are in place with regard to accounting for all income receipts and their traceability to the bank statement. In addition the Club's fixed assets shall be reconciled and verified on an annual basis. The audit report shall focus on other areas of internal control as necessary. This

report shall be prepared by an independent and suitably qualified appointed person whose work programme has been agreed with the Finance and Audit Committee at the start of each financial year.

10. The Committee may from time to time, on the security of the property of the Club, borrow money at such rates of interest and upon such terms as it may decide, and from time to time repay any money so borrowed or any part thereof subject to the following conditions:

- Incremental borrowings in excess of €20,000 in any financial year must be approved at a Committee meeting which has a quorum of thirteen members and a two-thirds majority of those present shall approve the borrowings.

- Borrowings in any one financial year shall not exceed the total of annual subscription income from the previous financial year without the approval of a two-thirds majority at a General Meeting.

- Total aggregate borrowings for the Club cannot exceed twice the total annual subscription income from the previous financial year without the approval of a two-thirds majority of a General Meeting

The Committee cannot dispose of any land or buildings belonging to the Club and its members or purchase any land on their behalf without the approval of a two-thirds majority at a General Meeting.

11. Annual General Meeting

The Annual General Meeting shall be held in the month of November (changed from January at the AGM 2011)each year, to receive the Financial Accounts prepared by the independent professionally qualified accountant (rule 9a). In addition, the meeting shall receive the Annual Audit Report for the financial year, reported to the members by the Chairperson of the Finance and Audit Committee. (rule 9b)In future accounts are to be made available in the clubhouse / Office and on line 14 days advance of the AGM. (Agreed at AGM 2011)

Three weeks' notice at least of such Annual General Meeting shall be given to each member. Notices of Motion to alter Club rules, bye laws, the Club's Constitution or other important issues must reach the Honorary Secretary 14 days prior to the Annual General Meeting for inclusion on the agenda. Notice of an amending motion shall be given in writing to the Honorary Secretary at least seven days before the date of the General Meeting and shall be displayed on the Club notice board. Notwithstanding the requirement of prior notice of motions and amending motions in these rules, the Chairman, with sole discretion, may accept motions from the floor at an Annual General meeting. The Chairman may seek the advice of the meeting by vote if necessary, as to whether such motions should be entertained.

Fifty members shall form a quorum. (Change at AGM 2011)

(a) Members seeking election to the positions of Honorary Secretary and Honorary Treasurer or Committee Members must be full members for at least three years and must be proposed and seconded by a person who has been a full member of the Club for at least two years.

(b) The proposal form, with the signed consent of the Nominee, must reach the Honorary Secretary at least ten days prior to the Annual General Meeting and a list of all Nominees shall be posted on the notice board at least seven days before the Annual General Meeting.

(c) In the event of there being an insufficient number of Nominees proposed in this way, nominations can be proposed and seconded at the Annual General Meeting and voted on.

(d) The Honorary Secretary and Honorary Treasurer cannot hold the same office for longer than three years consecutive and must step down for one year before being eligible for election to another office but will be eligible for election to the Committee.

Attendance at Committee meetings shall be monitored and published each year.

SPECIAL GENERAL MEETING

12. Special General Meetings shall be called at the request of the Committee or the Trustees or on a requisition by the Honorary Secretary signed by at least eighty members, stating the business to be brought forward. At least two weeks' notice of the Special General Meeting shall be given to each member. Eighty members shall form a quorum

MODE OF VOTING AT GENERAL MEETINGS

13. Voting by proxy shall not be allowed. If a majority of members present at any meeting wish any question under discussion to be put to vote by ballot, that mode of voting shall be adopted.

ADMISSION OF MEMBERS

14. The committee shall carry out the election of all categories of member. Each candidate for admission except in the case of an Honorary member, shall be proposed by a person, who has been a full member of the club for at least two years and seconded by a Committee member and his/her name and address, type of membership required previous Club (if any), previous handicap (if any), with the names of his/her proposer and seconder shall be posted in the Clubhouse for not less than two weeks before the date of election. The election shall be by ballot. A candidate for election shall not have any special rights or privileges prior to election. Juvenile Members may be proposed and seconded in bloc. After election, a new member shall be so notified in writing, given a copy of the Club rules and Constitution and requested to pay the entrance fee and first subscription. No new member shall enjoy any of the benefits or privileges of the Club until such payment has been made in full. If such payment has not been made within thirty days from the date of notice of election the Committee at its discretion, may consider the election null and void. The cost of the entrance fee for juvenile/junior members will be reduced by 10% for every consecutive year they are with the Club starting from the age of 10 years. It is the responsibility of each member to advise the club of any change of their address or contact details.

(See also Rule 20).

MEMBERS RESIDING OUTSIDE A RADIUS OF FIFTEEN MILES

The ratio for full members residing outside a 15-mile radius with members within 15 miles shall be on a one to one ratio, excluding Officers and Trustees of the Club.

MEMBERS WHO ARE NOT FULL MEMBERS

15. All classes of member that are not full members shall be bound by the Rules and By-Laws of the Club. They shall not be entitled to vote in the election of its Officers nor shall they be entitled to vote or attend at any Annual or Special General Meeting of members.

No person may be elected as Country Members unless they are members of a Golf Club affiliated to the GUI/ILGUI and are resident outside a radius of fifteen (15) miles of the Clubhouse. Country members are not eligible to win any competitions counting towards golfer of the year points.

Lady Associate members may use the course all days, except on special dates and times reserved by the Committee for particular competitions. They shall be entitled to use the clubhouse and facilities on all days of the week. (This category of membership is no longer available to new members)

Juvenile members: Boys and Girls 17 years or over and in full time education are eligible to apply for junior membership. There will be an opportunity for those under 17 years of age to apply for junior membership which will be based on merit. Therefore, if a juvenile member under 17 years of age has demonstrated an ability to play to a handicap of 27 for boys and 45 for girls, they must seek to transfer to become junior members. Once deemed to be a junior member and on payment of the annual subscription that person may continue to be a junior member until they are finished in full time education. Junior members are eligible to win all competitions with the exception of the Captains and presidents prize where they are excluded from first and second place. Boys and Girls who are aged 5 years or older are eligible to seek Juvenile membership. Juvenile membership shall be renewed annually. Juveniles may only play in competitions specially organised for their category. Juvenile members can transfer to Junior membership when their playing handicap demonstrates the relevant ability. **Changed and approved at AGM 2019**

•Code of Ethics for Junior and Juvenile members, (Passed at AGM 2012)

Edenderry and District Golf Club are fully committed to safeguard the well being of their members. Each individual in golf should at all times show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the code of ethics and practice for Children's Sport & Code of ethics for golf for young people. In working with young people in golf our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to preform to the best of their ability, free from bullying and intimidation.

5 Day Membership: 5 Day membership may be made available to non-members intending, ultimately, to become full members of the Club.

Honorary Pavilion Members shall be elected by the Committee. They shall comprise former members who no longer wish to play golf. They shall be entitled to use the clubhouse facilities on all

days of the week. Nominations shall be made in writing to the Honorary Secretary for consideration of the Committee.

Pavilion members.3. Social Membership category: It is proposed that an additional category of Member called a "Social Member" shall be included in the Member Categories of the Constitution. Social Members who are not full Members of the Club shall not be entitled to attend at or vote at any Annual General Meeting or Special General Meeting of the Members or enjoy any golfing or social facilities of the Course, but otherwise shall be bound by the rules and bye-laws of the Club. Social Membership is open to anybody over 18 years of age who subscribes to any private members draws and/or fund-raising activities organised by the Club. Applicants to be proposed and seconded in the normal manner and elected by the Committee. They shall be entitled to use the clubhouse facilities on all days of the week. **Changed and approved at the AGM 2019**

Members who have attained the age of sixty five, with twenty years continuous membership, shall be entitled to a membership fee of half the annual sub, together with all levies that may be applied. They shall be entitled to the same rights as full members. Reduction of fee applies from date of application.

16. Leave of Absence: Members may apply for leave of absence from membership. The grounds on which a member may be granted such leave are for medical reasons, with an appropriate medical certificate being submitted with the application, or if the member is moving abroad for some time. Such leave of absence must be applied for annually before the 31st of January and may be granted for no more than two consecutive years. A person on leave of absence shall pay a fee applying to that category. The granting of leave of absence to any member (and the revocation of same, where deemed appropriate) and the reduction or cancellation of the annual subscription and levies for any such period of absence shall be a matter entirely for the discretion of the Committee.

17. The Committee may delegate to a committee elected by Lady Members matters relating to the management of competitions exclusively promoted for the Ladies and the fixing of Ladies handicaps.

18. The Annual subscriptions and any levies, contributions or charges of Members and those who are not full members shall be such sum or sums as may from time to time be determined at any General Meeting.

19. All subscriptions are due from date of Annual General Meeting each year and together with any unpaid monies due to the Club for the previous year must be paid for in one sum.

20. Any class of member whose subscription for the current year remains unpaid after the last day in February shall be ineligible to compete in any competition held by the club or use the course or to vote or take part in any meeting of the club after that date until the subscription be paid. At any time after the end of February each year, the Committee may cause to be posted on the club notice board, a list of classes of members whose subscriptions for the current year remain unpaid.

HONORARY & LIFE MEMBERS

21. *Only those who have rendered exceptional service to the Club or to the game of Golf or distinguished public service shall be elected Honorary Members. They must go before AGM for ratification and have the backing of two thirds of the Committee proposing that person and two thirds of members attending such Annual General Meeting. They shall be entitled to vote and be eligible to hold any office.* (Original text changed to read.)

21. Honorary members:

Only those who have rendered exceptional service to the Club or to the game of Golf or distinguished public service shall be elected Honorary Members.

Life Members:

Any offers for life membership and Honorary membership must go before AGM/EGM for ratification and have the backing of two thirds of the Committee proposing that person and two thirds of members attending such Annual General Meeting. They shall be entitled to vote and be eligible to hold any office. **Revised and approved by members at the clubs A.G.M. 2020**

VISITORS

22. A member introducing a visitor must immediately upon admission of such visitor to the Club premises enter his or her name and the name and address of the visitor in the Green Fee Book and be responsible for the payment of Green Fees due.

23. A visitor shall not be supplied with excisable liquor in the Club premises unless on the invitation and in the company of a member and the member shall upon the admission of such visitor to the Club premises, or immediately upon his being supplied with such liquor, enter his name and the name and address of the visitor in a book which shall be kept for that purpose, and which shall show the date of such visit.

REMOVAL OF MEMBERS FROM THE CLUB

24. The Committee shall have power to expel any person whose membership they may consider detrimental to the interest of the Club, subject to the right of the expelled person to appeal to a General Meeting summoned pursuant to Rule 12. Such Committee decision shall be approved at a Committee meeting which has a quorum of 13 members and by a two-thirds majority of those present.

Suspension of Members

Where circumstances connected with the conduct of a member likely to endanger the welfare and good conduct of the Club are brought to the notice of the Committee, it shall be at their discretion to suspend such member / members for a specified period - resulting in the loss of the facilities of the course and clubhouse.

No member shall be suspended without first affording him / her opportunity of appearing before the Committee. And such member shall have the right to appear before the Committee, accompanied by one other member, to put forward his / her case.

25. Complaints shall be made in writing to the Honorary Secretary who will investigate the complaint, and if unable to remove the cause will submit same to the Committee and their decision thereon shall be final.

THE GAME

26 The rules of the game of golf as it is to be played by the members and associate members shall be those of the Royal and Ancient Golf Club of St. Andrews

INTOXICATING LIQUOR

27. No member of the Committee and no manager or servant employed in the Club, shall have any personal interest in the sale of excisable liquor therein or in the profits arising from such a sale.

The rules relating to the supply and serving of intoxicating liquor to any person on the Club's premises shall be pursuant to the current law of the Land and the Registration of Clubs Act and all other relevant Acts as passed by the Oireachtas.

CHANGE OF RULES

28. The Committee may alter or add to the Rules, for the purpose of complying with the provisions of the Registration of Club Acts 1904-1962, or of any Act amending same, but except for this purpose, no Rule of the club may be altered or new Rule made except at a General Meeting.

29 The Committee shall be the sole authority for the interpretation of these Rules, and of any Regulations or Bye-Laws made thereunder, and their decision shall be final and binding on the members unless changed by a general meeting.

Data Protection

Pursuant to the provisions of the Data Protection Acts 1988 - 2003, members consent to the Club obtaining, recording, holding and retaining their personal data (including sensitive data) solely for club purposes, either on its own computer or in its manual filing system, and consent to the use of all such data, including its disclosure to third parties, for the proper and effective management of the Club and the principal objects of the Club.

