

Updated February, 2017 to
include amendments
agreed since 2009

Constitution and Rules

Callan Golf Club, Geraldine, Callan



Callan Golf Club Geraldine, Callan

1. Constitution and Rules

- 1.1. The name of the Club shall be Callan Golf Club and this name shall be the common name by which the Men's Club, the Ladies' Club and the Joint Club shall be individually and collectively known.
- 1.2. The official address of the Club is Geraldine, Callan.
- 1.3. 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 such Club is affiliated
- 1.4. The Ladies' Club shall mean the group of female amateur playing golfers operating under a Constitution acceptable to the Irish Ladies Golfing Union to which the Club is affiliated.
- 1.5. The Joint Club shall mean the Club formed through the amalgamation of the two groups of amateur playing golfers defined in 1.3 and 1.4 for the purpose of managing matters of common interest (other than the game of golf and its related activities) of both the Men's Club and the Ladies' Club, including the provision and maintenance of the facilities owned by or available for use by the members. The Joint Club holds the property and assets of the Club in trust on behalf of the Full Ordinary Members of the Club. The Joint Club cannot become affiliated to either the Golfing Union of Ireland or the Irish Ladies Golf Union.

The affairs of the Joint Club shall be administered by a Committee of Management.
- 1.6. The financial affairs of the Joint Club shall be administered by the Executive Finance Committee (E.F.C.).

2. Ownership and Trustees

- 2.1. The Full Ordinary Members only shall have control of the affairs of the club.
- 2.2. All property of the Joint Club shall on behalf of the Full Ordinary Members as defined in Clause 4.1 be vested in not more than five and not less than three Trustees, who shall be appointed by the Joint Management Committee as and when the occasion may require.

Such appointments shall be subject to ratification at the next General Meeting. All property acquired by the Joint Club shall be vested in the Trustees for the time being, who shall be bound to execute all documents and take such steps in connection with any property for the time being invested in them as shall in the opinion of the Solicitor acting for the Joint Club be necessary to carry out the directions of the Committees or any General Meeting.

- 2.3. Any Trustee who ceases to be a Member of the Club shall cease to be a Trustee.
- 2.4. Each Trustee shall hold office until resignation or removal from office by resolution of the Members at a General or Extraordinary General Meeting of the Joint Club.
- 2.5. The Trustees shall be indemnified out of the Joint Club property and assets in respect of all transactions directed by a resolution of the Joint Management Committee and against all liabilities and expenses necessarily incurred as a result of their trusteeship. In the event of the Joint Club property and assets being deficient, such deficiency shall be made good by the Full Ordinary Members on whose behalf the property and assets of the Club are held.
- 2.6. Trustees may attend and vote at Joint Management Committee.

3. Membership

- 3.1. The Membership of the Men's Golf Club shall consist of all categories of Male Member who are Full Ordinary Members or other subscribing Members as may be elected from time to time under Clause 11.1 and such Honorary Members (including Life) as may be elected from time to time by the Joint Management Committee.
- 3.2. The Membership of the Ladies' Club shall consist of Female Members who are Full Ordinary Members and other subscribing members as may be elected from time to time under Clause 11.1 and such Honorary Members (including Life) as may be elected from time to time by the Joint Committee.
- 3.3. The Membership of the Joint Club shall consist of all categories of Member of each of the Men's Golf Club and the Ladies' Golf Club each of whom shall have been elected to the Club in compliance with the provisions of Clause 11.1 hereof.

4. Categories of Member

Voting Members

- 4.1. Full Ordinary Members who shall comprise Men and Ladies who having paid the Entry Fee and Annual Subscription applicable to this category and including Life Members shall be entitled to attend and vote at all Annual General and at all Special General Meetings of either the Men's or the Ladies' Clubs of which each such member has been elected a voting member and at all Special General Meetings of the Joint Club.
- 4.2. Honorary Members shall be those who have 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. Honorary Life Membership can only be elected at E.G.M. or A.G.M. of Joint Club.
- 4.3. Senior Members who shall be Full Ordinary Members shall be at least sixty-five years of age. Senior Members shall retain privileges which they previously enjoyed in their respective categories.

Non Voting Members

- 4.4. Country Members who shall be Full Ordinary Members of a Club affiliated to the Golfing Union of Ireland or other recognised Golfing Union, and Full Ordinary Members of a Club affiliated to the Irish Ladies Golf Union or other Golf Union.
- 4.5. Student Members who shall be those over eighteen and under twenty-four years of age (both genders) on the 1st January of the current year who are pursuing a full time course of studies at a Third Level Institution. Those seeking election to this category of membership must state date of birth on the prescribed form of application for membership and supply proof that they are attending such Third Level Institution.
- 4.6. Junior Members who shall be under eighteen years of age on the 1st of January of the current year. Those seeking election to this category of membership must state date of birth on the prescribed form of application for membership.
- 4.7. Pavilion Members who shall be Ladies and Gentlemen over eighteen years of age wishing to avail of the amenities of the Pavilion.
- 4.8. Overseas Members who shall be Ladies and Gentlemen whose permanent residence is outside Ireland.

5. Officers

- 5.1. The Officers of the Men's Club shall be a President, a Captain, a Vice-Captain, an Honorary Secretary, an Honorary Treasurer and an Honorary Competitions Secretary, an Honorary Handicap Secretary, a Public Relations Officer and a Junior Officer.
- 5.2. The Officers of the Ladies' Club shall be a President, a Captain, a Vice-Captain, an Honorary Secretary, an Honorary Treasurer, an Honorary Competitions Secretary, an Honorary Handicap Secretary, a Public Relations Officer and a Junior Officer.
- 5.3. The Officers of the Joint Club shall be a President, Chairperson and Vice-Chairperson together with the Honorary Secretary, the Honorary Treasurer and the Vice-Captains of the Men's and Ladies' Clubs and a Junior Officer all of whom shall be Full Ordinary Members.
- 5.4. The President and Captain of the Club with the greater number of Full Ordinary Members shall act as President and Chairperson of the Joint Management Committee.
- 5.5. The Captain of the Club with the lesser number of Full Ordinary Members shall act as Vice-Chairperson of the Joint Management Committee.

6. Committees

- 6.1. The business and affairs of the Men's Club shall be under the jurisdiction and control of the Men's Committee, consisting of the Officers of the Men's Club, the outgoing Captain and six Full Ordinary Male Members, which six members shall be elected at the Men's Annual General Meeting.
- 6.2. The business and affairs of the Ladies' Club shall be under the jurisdiction and control of the Ladies' Committee, consisting of the Officers of the Ladies' Club, the outgoing Lady Captain and five other members, which five members shall be elected at the Ladies' Annual General Meeting.
- 6.3. The business and affairs of the Joint Club shall be under the jurisdiction and control of a Joint Management Committee consisting of:
 - a) The Officers of the Joint Club, who shall be appointed by the Men's Club and the Ladies' Club as prescribed in Clauses 5.3, 5.4 and 5.5.
 - b) The outgoing Captain of the Men's Club and the outgoing Captain of the Ladies' Club.
 - c) Eight other members – six Men and two Ladies elected at the Annual General Meeting of the Joint Club.

- 6.4. The financial affairs of the Joint Club shall be the responsibility of the Executive Finance Committee, consisting of:
- 1) Treasurer of the Joint Club
 - 2) Two other Members, one of whom shall act as Chairperson
 - 3) The Members of this Committee shall be nominated by the Captains and the outgoing Captains of the Men's and Ladies' Clubs, approved by the Joint Management Committee and ratified at the AGM.
 - 4) The Committee to be elected for a period of 3 years.
 - 5) The Captain of the Men's Club and the Captain of the Ladies' Club may attend meetings of the E.F.C. as necessary, as non-voting observers.

6.4.1 The Executive Finance Committee shall:

- Set Budgets
- Approve all expenditure
- Review and monitor budgets and expenditure
- Approve all wages
- Set subscription rates for Members
- Target number of members by category
- Set levels of insurance cover
- Set Green Fees/Society Rates
- Oversee all projects and tenders for same
- Devise plan to help with reduction of debt

- 6.5. Both the Joint Management Committee and the Executive Finance Committee must approve of any proposal to borrow funds on behalf of Callan Golf Club. However, authority to borrow funds on behalf of Callan Golf Club shall be vested on the Trustees of the Club, and security for any such borrowings shall be in the joint names of the Trustees.

If one of the Trustees dies, retires or is removed from office, the security for any borrowings will automatically pass to the existing Trustees. Any new trustees appointed will be vested with the property and the liabilities that the Club holds at the time of their appointment.

7. Elections – Officers and Committees

- 7.1. The President, Captain and Vice-Captain of each of the Men's and Ladies' Clubs shall be nominated by the Committees of each of the respective Clubs. Subject to Rule 7.8 hereunder, nothing in this Rule shall preclude other nominations for any Office by two Ordinary Members of the particular Club.
- 7.2. The President of each of the Men's Club and the Ladies' Club shall retire after one year's service.

- 7.3. The Captain of each of the Men's Club and the Ladies' Club shall retire after one year's service, always provided that the members at the Annual General Meeting may vote that the outgoing Captain should serve in that capacity for a longer period. Should the outgoing Captain consent and be re-elected, the tenure of the Vice-Captain shall be extended for a similar period.
- 7.4. All Honorary Officers and Committee Members shall retire annually and shall be eligible for re-election except as provided in 7.2, 7.3 and 7.4.
- 7.5. The election of Office Bearers, Members of Committees and Auditors shall be made at the respective Annual General Meetings.
- 7.6. Nominations for election to any Honorary Office or as an Ordinary Member of Committee shall be made by two Ordinary Members of the particular club.
- 7.7. All nominations shall be forwarded to the Honorary Secretary of the particular Club at least ten days before the date of the Annual General Meeting.
- 7.8. A complete list of Nominees together with the names of their proposers and seconders shall be posted on the Club Notice Board for at least seven days prior to the date of the Annual General Meeting.
- 7.9. In the event of less than six nominations for election to the Men's Committee being received ten days before the date of the Annual General Meeting, the Chairperson shall first declare the nominated candidates elected and then invite verbal nominations from the Members present at the Meeting. After a ballot for the verbal nominations to fill the remaining vacancies has taken place, the Chairperson shall announce the names of the incoming Committee Members.
- 7.10. In the event of less than five nominations for election to the Ladies' Committee being received ten days before the date of the Annual General Meeting, the Chairperson shall first declare the nominated candidates elected and then invite verbal nominations from the Members present at the Meeting. After a ballot for the verbal nominations to fill the remaining vacancies has taken place, the Chairperson shall announce the names of the incoming Committee Members.
- 7.11. In the event of less than eight nominations for election to the Joint Management Committee being received ten days before the date of the Annual General Meeting of the Joint Club, the Chairperson shall first declare the nominated candidates elected and then invite verbal nominations from the Members present at the Meeting. After a ballot for the verbal nominations to fill the remaining vacancies has taken place, the Chairperson shall announce the names of the incoming Committee Members.
- 7.12. In the event of an equality of votes for any or all of the places, the final result shall be by lot.

7.13. The respective Committees shall have power to fill any casual vacancies that may arise during the year. The persons so appointed shall hold office until the next Annual General Meeting of the particular Club.

7.14. The office of any Office Bearer shall be vacated by such Office Bearer resigning there from or on ceasing to be a Member of either of the Men's or the Ladies' Clubs or being removed by a resolution at an Annual General Meeting of the Joint Club.

8. Objectives

8.1. The Men's Club shall:

- a) Promote the Amateur game of golf amongst its members.
- b) Accept and abide by the Constitution and Bye-Laws of the Golfing Union of Ireland to which the Club is affiliated and the Bye-Laws of the Leinster Branch of such Union.
- c) In compliance with the Union Bye-Law 2 pay on every 1st January a per capita subscription to the Union and a per capita Levy to its Provincial Council on every Male member of the Club at the end of its financial year in the categories prescribed by such Bye-Laws.
- d) Accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of National Golf Unions and such rules thereunder as may require to be implemented from time to time by the Golfing Union of Ireland.
- e) 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, subject to such Rules as the Committee shall from time to time consider necessary to make having regard to the nature of the course or otherwise, provided same are not at variance with the Rules of Golf.
- f) Authorise the Joint Club to manage matters of common interest (other than the game of golf and its related activities) which the Men's Club has with the Ladies' Club subject to and as provided in these Rules.
- g) The joint, Men's and Ladies' clubs accept and implement the code of ethics and good practice for children in sport guideline as outlined by Irish Sport Council and adopted by GUI, ILGU, and PGA.

8.2. The Ladies' Club shall:

- a) Promote the Amateur game of golf amongst its members.
- b) Accept and abide by the Constitution and Bye-Laws of the Irish Ladies Golf Union and the Bye-Laws of the Midland District.
- c) In compliance with such Constitution pay on every 1st January a per capita subscription to the Union and a per capita subscription on every female

member of the Club at the end of its financial year in the categories prescribed by such Bye-Laws.

- d) Accept and apply the Handicapping system as prescribed by the Irish Ladies Golf Union and such rules thereunder as may require to be implemented from time to time by the such Union.
- e) 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, subject to such local rules as the Committee shall from time to time consider it necessary to make having regard to the nature of the course or otherwise (provided same are nor at variance with the Rules of Golf).
- f) Authorise the Joint Club to manage matters of common interest (other than the game of golf and its related activities) which the Ladies' Club has with the Men's Club subject to and as provided in these Rules.

8.3. The Joint Club shall:

- a) Provide facilities for the playing and the promotion of the Amateur game of golf by Men, Ladies and Junior categories and generally promote amateur games and other social activities amongst its members.
- b) Act in the administration of the affairs of both the Men's and the Ladies' Clubs, which shall include Bar and Catering Facilities and the provision of and responsibility for the maintenance and upkeep of the Course and Clubhouse and their environs to the standard required by Club Members.
- c) Adhere to the existing rate of Entry Fee and Annual Subscription being paid by different categories of playing member in each of the Men's and Ladies' Clubs as fixed from time to time by the E.F.C.
- d) Be entitled to make rules and regulations regarding the restricted use of the Course and participation in Club Competitions for Junior and Student Members.
- e) The Joint Management Committee in consultation with the Men's and the Ladies' Committees shall prescribe the days and times when Members of the Men's Club and Members of the Ladies' Club shall have the use of the Course for Competitions and when the Course is reserved for team matches, Union, Branch or District events.
- f) Decide on and adhere to the maximum number of Members of the different categories that can be elected to each of the Men's and Ladies' Club.
- g) A Child Welfare Liaison Officer shall be appointed at the first Joint Management Committee of the year.

9. Management

- 9.1. At meetings of any Committee 60% of those entitled to attend and vote shall form a quorum.
- 9.2. At Meetings of the Men's or the Ladies' Committees the Chair shall be taken by the Captain or if absent by the Vice-Captain of the Club concerned. At meetings of the Joint Management Committee, the Chair shall be taken by the Chairperson or if absent by the Vice-Chairperson. In the absence of the above Officers those in attendance having votes at a particular meeting shall elect a Chairperson.
- 9.3. The Chairperson at a meeting shall in addition to a deliberate vote, have and shall exercise a casting vote.
- 9.4. Committee Meetings shall be held not less than six times a year in the case of the Men's Committee and not less than ten times a year in the case of the Ladies' Committee.
- 9.5. Meetings of the Joint Management Committee shall be held not less than ten times per year.
- 9.6. Upon a requisition signed by not less than five members of a Committee, stating the nature of the business to be transacted, the Captain, Chairperson or Honorary Secretary of the particular Committee shall call a special Meeting of such Committee for the consideration thereof. If the Officers designated above, neglect or refuse to call such a meeting within seven days, the same may be convened by notice signed by ten members of such Committee.
- 9.7. The Joint Management Committee shall have power:
 - a) To appoint paid employees, terms and conditions to be approved by the Executive Finance Committee.
 - b) To terminate such appointment.
 - c) To appoint substitutes from time to time.
- 9.8. All Committees shall have power to appoint Sub-Committees. Each Sub-Committee shall retire annually on the date of the Annual General Meeting or when the function for which it was appointed is completed.
 - 9.8.1 The Joint Management Committee is empowered to make such local rules and regulations for the use of the Course as are required in the interest of all Members.

9.8.2 The Joint Management Committee is empowered to make and from time to time alter such Bye-Laws and Regulations for the management of the Joint Club as it may consider necessary.

9.9. Proxy votes are not allowed at any meeting.

10. Administration

10.1. The three sections of the Club shall be administered as follows:

- a) The Honorary Secretary of the Men's Club shall be responsible for the every-day affairs of that Club except such duties that are specifically assigned to another Officer of the Men's Club or to the Secretary Manager.
- b) The Honorary Secretary of the Ladies' Club shall be responsible for the every-day affairs of that Club except such duties that are specifically assigned to another Officer of the Ladies' Club.
- c) The Honorary Secretary of the Joint Club shall be responsible for the every-day affairs of that Club except such duties that are specifically assigned to another Officer of the Joint Club or to the Secretary Manager.
- d) All written complaints concerning matters under the jurisdiction and control of the Committee of any particular Club shall be referred primarily to the Honorary Secretary who, if unable to resolve same shall place the complaint on the agenda on the next meeting of the Committee of such Club for investigation and decision.
- e) The Honorary Secretary of the Joint Club shall act as Liaison Officer between the Joint Management Committee and each of the Men's and Ladies' Committees.

10.2. No Member of the Committee and no Manager or servant employed by him in the Club shall have any personal interest in the sale of excisable liquor therein or in the profits arising from such sale.

10.3. In case any question should arise as to the interpretation of any Rule or Regulation of the Club, the same shall be decided by the Joint Management Committee.

11. Election of Members

The Election of Members shall be handled by the respective Committee.

- a) The election of all Male Members shall be in the hands of the Men's Committee.
- b) The election of all Female Members shall be in the hands of the Ladies' Committee.
- c) The Joint Management Committee shall elect all Members of each of the Men's Club and the Ladies' Club to the Joint Club.

- 11.1. Election of new Members is subject to the agreed limitation by the Joint Management Committee as to the number of Members electable to the different categories of Member.
- 11.2. Applicants for Membership must be duly nominated by being proposed and seconded by two Full Ordinary Members of the Club.
- 11.3. The completed application form must be returned to the Honorary Secretary of the Joint Management Committee.
- 11.4. The Joint management Committee shall have power to elect or reject applicants. The person nominated shall be excluded if three or more of those present do not vote in his/her favour.
- 11.5. All elected candidates shall be notified by the Hon. Secretary and a request to submit the amount of the Entry Fee, first Subscription and any other charges payable by the category of Member to which the candidate has been elected.
- 11.6. It shall be the duty of every elected Member to acquaint himself/herself with the Constitution, Rules and Bye-Laws of the Club and each such Member shall be bound by same.
- 11.7. No person shall be considered a Member until his/her Entrance Fee, Subscription and any other charges payable have been paid.
By such payment a Member:
 - a) Shall be entitled to the rights and privileges of Membership of the category of Member to which he/she has been elected.
 - b) 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 submission.
- 11.8. Any Member who wishes to resign must submit his/her resignation in writing to the Hon. Secretary before the 31st January in each year. Otherwise the person concerned is deemed to be a Member and liable for payment of Subscription for the ensuing year.
- 11.9. Suspension or Termination of Membership:

If any circumstance is brought to the attention of the Joint Management Committee where the conduct of a Member is contrary to the welfare of the Club, it shall make such enquiries regarding the matter as it considers necessary. If having made such enquiries and heard such explanation if any that the Member may offer, the Joint Management Committee decides that his or her conduct did not warrant expulsion, such Committee may by a majority suspend the Member or impose a fine and it shall also notify the Men's or Ladies' Committee concerned of its decision with which such Committee shall abide.

If the Joint Management Committee decides that the matter warrants expulsion, it shall recommend to the Committee concerned that such Member be expelled. If the Committee concerned decides to act on this recommendation it may do so if two-thirds of the members vote in favour. The Member concerned shall be notified in writing by the Hon. Secretary.

The Member shall have the right to appeal the decision to an Extraordinary General Meeting, should said Member fulfil the conditions for calling such meeting. In the event of it being voted at that meeting by two-thirds of the members present that the name of any Member be removed from the Club, such individual shall cease to be a member. Such person shall not be entitled to repayment of any part of any subscriptions paid to the Club. Voting shall be by ballot.

Finance and Subscriptions

12. Finance

12.1. The Financial affairs of the Joint Club shall be operated as follows:

- a) The Hon. Treasurer of the Joint Club shall keep full and detailed accounts, books and records showing the financial affairs receipts and disbursements of the Joint Club.
- b) The Bank Account shall be kept in the name of the Joint Club in such Bank as the Executive Finance Committee from time to time determine. All cheques shall be signed as authorised by the Executive Finance Committee.
- c) The Hon. Treasurer of the Joint Club shall issue an audited statement of the affairs of the Joint Club for the year ended 30th November for consideration by the Committee and for presentation to and approval by the Members at the Annual General Meeting of the Joint Club which shall be held not later than 31st January following.
- d) The Joint Management Committee shall make grants to each of the Men's and Ladies' Clubs from time to time on request being made, to defray the expenses incurred by the particular Committee including monies for payment to the Golfing Union of Ireland of the annual per capita subscription and Provisional levy on Members as required by the Bye-Laws of that Union and for payment to the Irish Ladies' Golf Union of the annual per capita subscription on Members as required by that Union and as collected from Members in accordance with Rule 14.1.

12.2. The financial affairs of the Men's Club shall be operated as follows:

- a) The Hon. Treasurer of the Men's Club shall keep full and detailed accounts, books and records showing the financial affairs receipts and disbursements of the Men's Club.

- b) The Bank Account shall be kept in the name of the Men's Club in such Bank as the Men's Club in consultation with the Executive Finance Committee from time to time determine. All cheques shall be signed as authorised by the Men's Committee.
- c) 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.
- d) The Hon. Treasurer of the Men's Club shall issue an audited statement of the affairs of the Men's Club for the financial year ended 30th November for consideration of the Men's 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 31st December following.
- e) Following the Annual General Meeting of the Men's Club at which the audited accounts are considered, the Hon. Treasurer shall immediately forward a copy of the approved statement of accounts to the Hon. Treasurer of the Joint Management Committee.

12.3. The financial affairs of the Ladies' Club shall be operated as follows:

- a) The Hon. Treasurer of the Ladies' Club shall keep full and detailed accounts, books and records showing the financial affairs receipts and disbursements of the Ladies' Club.
- b) The Bank Account shall be kept in the name of the Ladies' Club in such Bank as the Ladies' Committee may in consultation with the Committee of Management, from time to time determine. All cheques shall be signed as authorised by resolution of the Ladies' Committee.
- c) 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.
- d) The Hon. Treasurer of the Ladies' Club shall issue an audited statement of the affairs of the Ladies' Club for the financial year ended 30th November for consideration of the Ladies' 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 31st December following.
- e) Following the Annual General Meeting of the Ladies' Club at which the audited accounts are considered, the Hon. Treasurer of the Ladies' Club shall immediately forward a copy of the approved statement to the Hon. Treasurer of the Joint Management Committee.

13. Entry Fee

13.1. The categories of membership and the associated entry fee shall be fixed from time to time by the Joint Management Committee of the Joint Club.

14. Subscriptions

- 14.1. All categories of Member, except Honorary Member shall be required to pay an Annual Subscription determined by the Executive Finance Committee. In addition to subscriptions all categories of Members as may be required shall pay such capitation fees or other contributions as may from time to time be levied by any recognised and properly constituted Golfing Authority.
- 14.2. Full ordinary Members elected after the 31st January shall pay the full Subscription due in their particular category for that year ending 31st December.
- 14.3. The membership year shall commence on the 1st January in each year and Members shall pay their subscription within one month of receipt of notice of same being due.
- 14.4. Any member whose subscription fee for the current year shall remain unpaid after the 31st March shall cease to be a Member of the Club and shall be so informed by the Hon. Secretary.

15. Annual General Meetings

- 15.1. The Annual General Meeting of each club shall be held as soon as possible after 1st December for receiving the Committee's Annual Report, and the Financial Statement for the preceding year, for electing Officers, Auditors, Members of the Committee, making or amending any Rule for the Management of the Club, revising Rules and transacting other business of the Club.
- 15.2. The Annual General Meeting of the Joint Club shall be held not earlier than fourteen days after the later of the Annual General Meetings of the Men's Club and the Ladies' Club.
- 15.3. Fourteen days notice, at least, of any Annual General Meeting shall be given to the Members entitled to attend and vote at that meeting. Such notice may be sent by post, email, text or included in club notes on the local newspaper.
- 15.4. Notices of Motion must be submitted to the Honorary Secretary in writing at least seven days before the date of the Meeting. Such notices must carry the signatures of the proposer and seconder, shall be promptly posted on the Club Notice Board.
- 15.5. The President, or in his/her absence the Captain, or in the absence of the Captain, the Vice-Captain shall preside as Chairperson at the Annual General Meeting. If none of these Officers are present, any member may be elected Chairperson.
- 15.6. The Chairperson, in addition to a deliberative vote, shall have and shall exercise a casting vote.
- 15.7. Special General Meetings may be called at the request of the Joint Management Committee or on a requisition to the Honorary Secretary, signed by at least fifty Members stating the business to be brought forward. The procedure for convening such meetings shall be the same as for Annual General Meetings.

- The written notices convening these meetings shall state the business to be considered.
- 15.8. If a majority of the members present wish any question under discussion to be put to a vote by ballot, then that mode of voting shall be adopted. A vote by ballot shall mean a vote on a voting paper.
- 15.9. Proxy votes shall not be allowed at Annual or Special General Meetings.
- 15.10. Only the following Members may attend and vote at Annual or Special General Meetings of:
- a) The Men's Club – Full Ordinary Male Members
 - b) The Ladies' Club – Full Ordinary Lady Members
 - c) The Joint Club – Full Ordinary Members
- 15.11. The following number of Members shall form a quorum at General or Special General Meeting of the respective Clubs:
- a) The Men's Club – 20 Full Ordinary Male Members
 - b) The Ladies' Club – 20 Full Ordinary Lady Members
 - c) The Joint Club – 30 Full Ordinary Members
- 15.12. Immediately following the Annual General Meeting of the Men's Club, the Honorary Secretary shall notify the Honorary Secretary of the Joint Club of the names of the President, Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer of the Club who in accordance with Rules 5.3 and 5.5 may act as Officers of the Joint Management Committee for the ensuing year. The Honorary Secretary of the Ladies' Club shall also notify the Honorary Secretary of the Joint Club of the name of the Lady Captain, the Lady Vice-Captain, the outgoing Lady Captain and the two other Ladies nominated at the Ladies' Annual General Meeting.
- 15.13. Each Officer of the Men's Club and the Ladies' Club shall forward to the Honorary Secretary of the Joint Club such Notices of Motion or recommendations as such Club wishes to submit for consideration at the Annual General Meeting of the Joint Club.
- 15.14. Any such Notice of Motion or Recommendation shall be discussed, if necessary, under the heading of "Any Other Business" at such Meeting if it is not received in time for inclusion on the Agenda of the Meeting.

16. Change of Constitution and Rules

- 16.1. No Rule of either the Men's Club, the Ladies' Club or the Joint Club shall be repealed or altered or new Rule made except at a General Meeting of such Club and by consent of the majority of the Members present and entitled to vote at such Meeting and written notice of the proposer and seconder attached, at least seven days prior to the Meeting at which same is to be considered.
- 16.2. The Joint management Committee may alter or add to the Rules for the purpose of complying with the provisions of the Registrations of Clubs (Ireland) Act

- 1904 or any Act which may be introduced to amend same but for the purpose aforesaid none.
- 16.3. The Honorary Secretary shall place the proposal on the Club Notice Board and put the item on the agenda for the next Annual General Meeting or Special General Meeting of the Club concerned.
- 16.4. 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 adoption.
- 16.5. Any change in the Rule of the Ladies' Club shall not be in conflict with the constitution of the Irish Ladies Golf Union.

Section IV – Miscellaneous

17. Minute Book

- 17.1. The Men's Club, the Ladies' Club and the Joint Club shall keep a minute book or other permanent record in which shall be recorded the minutes of each Meeting held.
- 17.2. The Men's Committee and the Ladies' Committee shall each submit their minute books or other permanent records to the Joint Management Committee as and when required.

18. Rules of Golf and Local Rules

- 18.1. The Rules of the game of golf for the Men's and Ladies' Clubs shall be the rules as approved by the Royal and Ancient Golf Club of St. Andrews.
- 18.2. In addition, the Joint Management Committee in consultation with the Men's and Ladies' Committees, may 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.

19. Bye-Laws

- 19.1. The Joint Management Committee shall have power from time to time to make such Bye-Laws as it considers necessary and to alter and repeal same.
- 19.2. Each of the Men's and Ladies' Committees shall have power from time to time to make such Bye-Laws as it considers necessary for matters under their respective jurisdictions.

20. Visitors

- 20.1. A member may introduce visitors to the Club. The name, address and date of visit of each visitor must be immediately entered in a book to be kept for the purpose, called the "Visitor Book" and be attested by the signature of the introducing Member.
- 20.2. The payment of the Club Fees shall entitle the visitor to temporary membership of the Club for the day.
- 20.3. Every visitor or other person using the Clubhouse or Course shall be subject to, and must comply with, all Rules, Bye-Laws and Regulations in force.
- 20.4. Competitors in Open Competitions held on the Course shall, on payment of the entry fee for the Competition, be entitled to temporary Membership of the Club for the day of the Competition.

21. Personal Property

- 21.1. All personal belongings of members, Associates, Visitors and Others brought to or kept at, or left on the Premises of the Club (either in the Clubhouse or outside) shall be at the risk of the owners, and the Club or Committee shall not be responsible for any damage thereto, however arising, but this Rule shall not prejudice any claims by the club or owners against Insurance Companies in case of Fire or when otherwise covered by insurance.

22. Intoxicating Liquor Acts

- 22.1. Pursuant to the Provisions of Section 56 of the Intoxicating Liquor Act, 2000, 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 such member):
 - a) At any time on Christmas Day or Good Friday, or
 - b) On any other day, outside hours specified in respect of that day in section 2(1)(b) (as substituted by section 3 of the Intoxicating Liquor Act, 2000) of this Act.
- 22.2. Nothing in the Registration of Clubs Acts, 1904 to 1999, or contained by virtue only of the operation of subsection (1) of this section, in the rules of a club registered under those Acts shall operate to prohibit the supplying for consumption on the club premises of excisable Liquor to any person or the consumption of excisable Liquor on those premises by any person:
 - a) On Christmas Day, between 12.00 midday and 10.00 p.m., or
 - b) On any other day, for one hour after expiration of any period in respect of that day during which it is lawful for the club, by virtue of subsection (1)(b), to supply

any excisable Liquor for consumption on the club premises, if in each case, the excisable Liquor is:

- 1) Ordered by or on behalf of that person at the same time as a substantial meal is so ordered, and
- 2) Consumed by that person during the meal or after the meal has ended.

22.3. No excisable Liquor shall be sold or supplied for consumption outside of the premises of the club to any person except during the hours of opening of the Club Premises specified above.

22.4. No excisable Liquor shall be sold in the Club Premises to any person under the age of eighteen years.

22.5. An Alphabetical list of names of every Official Members of the Club shall be kept in the Clubhouse in Prominent display.

Notes

- Paragraph 15.11 (a), (b) and (c) amended following approval at the Annual General Meeting on 12th January, 2013.(15.1 (a) and 15.11(b) changed from 30 to 20 and 15.11(c) changed from 40 to 30)
- Paragraph 5.2 amended to include the words “an Honorary Handicap Secretary, a Public Relations Officer” (similar to Paragraph 5.1 for the Men’s Committee) Amendment agreed at AGM in January, 2014
- Paragraph 6.2 amended at the Annual General Meeting held on 11th January, 2014 (the word “seven” amended to “five)
- Paragraph 7.10 amended at the Annual General Meeting held on 11th January, 2014 (the word “seven” amended to “five)
- Paragraph 8.3 (g) added following approval at the Annual General Meeting, 2014.
- Paragraph 6.5 added following approval at the Annual General Meeting held on 13th January, 2017.

