

# **Rosslare Bowling Club**



## **Constitution**

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**(Ratified at the Extradordinay General Meeting – 27.9.2010)**

**This constitution as ratified, respects, approves and includes all matters and appointments carried out under the former constitution (AGM of Dec. 2004). From this – 27.9.2010 – all actions of the Rosslare Bowling Club are subject to this Constitution.**

### **Name of the Club**

1. The name of the club is the Rosslare Bowling Club
2. The Rosslare Bowling Club is a separate entity within the Rosslare Development Association. The members will pay a separate subscription annually to the Rosslare Bowling club, as decided at the Annual General Meeting.
3. The members – those who have been accredited as such by the Rosslare Development Association – will constitute the Rosslare Bowling Club.
4. All decision-making will be vested in the members collectively, when properly convened at the Annual General Meeting or at an Extraordinary General Meeting properly convened.
5. **Annual General Meeting**
  - 5.1. An AGM shall be held each year on a date not later than November 15th
  - 5.2. Members must be given at least fourteen days notice of the meeting.
  - 5.3. Nominations for Office must be posted on the club notice board at least ten days before the AGM
  - 5.4. Motions to the AGM must be posted at least ten days prior to the meeting.
  - 5.5. All motions and nominations must be accompanied by names of the persons proposing and seconding who must be fully paid up members of the club.
  - 5.6. The following business shall be transacted at the Annual General Meeting;
    - Minutes of the last general meeting and of any extraordinary meetings held during the year shall be read.
    - The reports of the Captain, Lady Captain, Hon.Secretary and Hon. Treasurer shall be read.
    - Election of Committee - motions of which written notice shall have been given to the Hon.Secretary.

- 5.7. The President, or in his/her absence his/her deputy, shall be Chairman of the meeting and shall have an extra casting vote.
- 5.8. Thirty three per cent of the number of the current membership of the club shall form a quorum at the A.G.M. All matters shall be decided by a majority of those present. The President or his/her deputy shall have an extra casting vote.
6. When the members collectively are not in session, an Executive Committee, elected by them at the Annual General Meeting, will act on their behalf and make whatever decisions necessary for the successful operation of the club.

## **7. The Executive Committee**

- 7.1. The Committee is the executive body of the club responsible for the day to day running of the club throughout the bowling year.
- 7.2. The committee shall hold committee meetings at least four times in the year.
- 7.3. The Committee shall organise an Annual General Meeting. The committee may also, should it deem it necessary, hold an Extraordinary General Meeting at any time in the year.
- 7.4. The Committee shall consist of ten members ; The President, Gents Captain, Lady Captain, Secretary, Treasurer, four committee members and a Youth Protection Officer. All except the Youth Protection Officer are elected at the Annual General Meeting.
- 7.5. The decision of the Committee shall be the decision of the majority of those present and the President, or in the absence of the President his/her deputy, shall have an extra casting vote.
- 7.6. A quorum of five members is required to hold a meeting.
- 7.7. The Committee shall have the power to appoint sub-committees to manage the various activities of the Club. In all its activities, each sub-committee shall be subject to the direction and control of the Committee.
- 7.8. The Committee shall appoint a duly qualified Youth Protection Officer, referred to as “Youth Officer”, as certified by the Sport Council of Ireland. The Youth Protection Officer shall be an ex-officio member of the Executive Committee of the Club. See Appendix 1.
- 7.9. The Committee shall have the power and the duty to draw up “The Programme” each year. These rules to be published in the Club Year Book and on display in the clubrooms.
- 7.10. The Committee shall have the power to reprimand and suspend from the club any member found to in breach of club rules or BLI or World Bowls.

## **8. Committee Members**

- 8.1. The President shall hold office for two years, represent the club at functions and preside at committee meetings. In the event of absence of the President the Captain shall take the chair.
- 8.2. The Captain shall represent the club at internal and external functions. He shall appoint the Selection Committee and chair the Selection Committee meetings, lead the Club team in interclub competitions, oversee the selection for club competitions, be responsible for the overall running of club activities. If the captain is unavailable for any club event he shall appoint a representative from the committee to carry out his functions.

- 8.3. The Captain can be team captain and club captain and combine the duties of both.
- 8.4. The Gent's Captain shall be elected by the male members of the club and the Lady Captain shall be elected by the female members of the club.
- 8.5. Lady Captain shall co-chair the Selection Committee meetings for mixed competitions and lead the club in ladies competitions
- 8.6. The Treasurer shall collect all monies from members for club competitions, maintain accurate accounts and manage the club bank account, present accurate accounts at the committee meetings. Any expenditure by the treasurer must first be sanctioned by the club committee at the regular meetings. There shall be three cheque signatories appointed by the committee.
- 8.7. The Secretary shall keep the minutes of the committee meetings, be responsible for calling committee meetings and supplying the agenda, deal with club correspondence and act as PRO for the club. In dealings with other clubs, bodies or associations the secretary shall not make any decisions without first consulting the committee at the regular committee meetings.
- 8.8. Youth Officer. The duties and responsibilities of the Youth Officer are outlined in Appendix 1

## **9. Selection Committee**

- 9.1. A Selection Committee, consisting of the captain and four club members shall oversee the selection of players for all competitive matches. The Selection Committee shall organise the annual club trophy competitions.

## **10. Adult Membership**

- 10.1. Membership is open to all subscribed members of the Rosslare Sport and Recreation Centre who are over 18 years of age.
- 10.2. Members shall pay an annual subscription decided at the Annual General Meeting.
- 10.3. Members shall abide by the dress code and use only approved bowling equipment.
- 10.4. Any member found to be in default of club etiquette or playing rules shall be answerable to the Executive Committee
- 10.5. Only fully subscribed members may be nominated for positions in the club and be eligible to vote at the Annual General Meeting.
- 10.6. Every application for admission to the club shall be made on the form provided for that purpose. The application form shall be signed by the candidate's proposer and seconder, both of whom shall be full members and ratified by the executive committee.
- 10.7. All membership fees shall be paid by April 1<sup>st</sup> each year.

## **11. Junior Membership**

- 11.1. Membership is open to all subscribed members of the Rosslare Sport and Recreation Centre who are under 18 years of age on April 1<sup>st</sup>.
- 11.2. Members shall pay an annual subscription decided at the Annual General Meeting.
- 11.3. Junior members are not eligible to be nominated for positions in the club or are eligible to vote at the annual general meeting.
- 11.4. Junior membership and club participation is managed in accordance with the Code of Ethics and Good Practice for Childrens' Sport in Ireland'. See Appendix 1

## **12. Youth Protection Policy and Practice**

Rosslare Bowling Club is fully committed to safeguarding the well-being of it's members. Every individual in the club should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the club and the guidelines contained in the Code of Ethics and Good Practice for Childrens' Sport in Ireland'. See Appendix 1

## **13. Club Competitions**

- 13.1. All matches are played in accordance with the BLI/LBLI playing rules as published in the current BLI Yearbook and all disputes and questions to be referred to this book by the tournament organiser.
- 13.2. The Club Tournaments presently will comprise ; Men's Singles, Lady's Singles, Mixed Two Woods, Men's Pairs, Lady's Pairs, Mixed Pairs, Club Members Triples, Club Members Rinks.
- 13.3. All club competitions be played on or before the due dates with no exceptions. Players who fail to turn up within fifteen minutes of the starting time may forfeit the match.
- 13.4. Only Committee members shall be responsible for the organising of the weekly club competitions.
- 13.5. The club may be affiliated to the Bowling League of Ireland, the Ladies Bowling League of Ireland and the All Weather Bowling Association on payment of the annual affiliation fees unless otherwise decided by the club members at an Annual General Meeting.

## **The Programme**

The purpose of the “Programme” is to legislate for temporary matters which are outside the constitution and liable to frequent changes due to circumstances. They are renewed following each AGM.

The matters covered by The Programme are ;

**Calendar :**

Bowling activities, competition dates, inter-club events.

**Transport :**

**Bowling League of Ireland.**

**Presentation Dinner Dance**

**Opening Day.**

**Social Secretary**

**Maintenance of the Club Facilities.**