



## Newbridge Kayak Club

# CLUB CONSTITUTION

### 1 NAME

The name of the club shall be **Newbridge Kayak Club** which is affiliated to the governing body of canoeing in Ireland, namely the Irish Canoe Union. The Club may also be known as **NKC**.

### 2 OBJECTIVES

- a To promote and encourage participation in the sport of canoeing and kayaking among the members of NKC.
- b To promote canoeing and kayaking and all its aspects.
- c To develop facilities adequate for all aspects of canoeing both competitive and non-competitive.
- d To promote safety and maintain the safety standards of the Irish Canoe Union.
- e The Club should be conscious of its role in the local community.

### 3 MEMBERSHIP

Membership categories are as follows:

- i Family
- ii Senior
- iii Junior

The membership term is annual from January 1<sup>st</sup> to December 31<sup>st</sup>.

The minimum age for joining the club will be equal to the minimum age set by the Irish Canoe Union (ICU) guidelines.

This age may change from time to time to reflect changes in ICU guidelines.

Membership of NKC and Irish Canoe Union (as notified by NKC) will automatically lapse for any members who have not paid their subscription in full within sixty days of the date of notice, which will be the date of the AGM.

New members joining in mid-term will pay the full membership for the current year irrespective of the time of joining.

#### CLUB REPRESENTATION

Only members may represent the club in competition.

#### SUBSCRIPTION RATIFICATION

The annual subscription to the club shall be renewed annually and will be ratified at the AGM.

### 4 RISK

Membership of the club shall be open to individuals who recognise and agree to the following:

- i Kayaking, canoeing and water activities are adventurous, which by their very nature involve a degree of personal injury, loss or death.
- ii NKC cannot ensure their complete safety at all times.
- iii Accept these risks and agree to be responsible for their own actions, safety and involvement.
- iv Will not hold NKC, NKC members (including instructors and assistants) or their properties due to their participation or involvement in kayaking, canoeing or water activities with NKC.
- v All members of the Club, where appropriate, must sign an Indemnity Statement.

### 5 COMMITTEE

Club Affairs: The affairs of the Club shall be managed by a committee of not less than 5 members, and not more than 8.

Committee members shall hold office for a period of one year, at the end of which, each may offer himself/herself for another year. A member will not be permitted to hold the same post for a period of more than 2 years.

The following officers shall be elected at the AGM:

- |               |                     |
|---------------|---------------------|
| a Chairperson | (Executive officer) |
| b Secretary   | (Executive officer) |
| c Treasurer   | (Executive officer) |



Committee members may not hold more than one position.

#### MEETINGS

Number of meetings: The committee shall meet as often as the committee deem necessary.

Start time of meetings: A committee meeting may begin at the appointed time if all members are present. However, if a member or members fail to arrive within 15 minutes of the stated time, whether notice of absence was given or not, then the attending members (subject to quorum) may hold the meeting and implement issues as discussed and agreed.

#### QUORUM

At meetings of the committee, 2/3rds shall constitute a quorum of which at least two are executive officers.

#### LAPSED COMMITTEE MEMBERSHIP

i Any committee member having been served with due notice of forthcoming meetings who subsequently has two consecutive unexplained absences, may upon agreement of a quorum, be deemed to have resigned from the committee.

ii The committee may co-opt a club member to serve in a vacant position.

#### SUB COMMITTEES

The committee, in addition to all other powers conferred on them by the Rules shall have, in the interest of the club, power to appoint a sub-committee and to delegate to these sub committees the necessary power for the discharge of their functions.

#### CO-OPTED MEMBERS VOTE

Resigned members shall be replaced by a co-opted member to fill a casual vacancy on the committee until the next AGM. Persons co-opted shall have a vote.

#### SOCIAL FUNCTIONS

The committee shall operate social functions for the benefit of the club's members.

## 6 CLUB ACCOUNTS AND FINANCES

#### CLUB ACCOUNTS

Account books shall be kept showing the club financial affairs and receipts and disbursement of the club.

#### MONIES



All monies collected shall be lodged at once to a bank account which has been approved by the committee in Newbridge.

#### CLUB CHEQUES

All outgoing cheques must be signed by the Treasurer and Chairperson or Secretary. Cheques in excess of €50 must be ratified by the committee.

#### BORROWINGS

The committee is not authorised to put the club into debt without prior authority of club members at an AGM, EGM or SGM,

### 7 CLUB AGM

The AGM shall be held during the month of January, where possible, with a minimum of two weeks written notice given to all club members.

Voting at AGM: only members shall have voting powers at the Annual General Meeting (AGM), Special General Meeting (SGM) or Extraordinary General Meeting (EGM).

The quorum for these meetings is all committee members plus one paid up member.

### 8 SPECIAL MEETING

A special general meeting may be called at any time by the committee on its own initiative or at the written request of not less than ten members.

At least 14 days written notice of such a meeting must be given, stating the purpose for which the meeting has been called.

At such a special general meeting, no matter shall be discussed other than that for which the meeting has been called, unless arising directly from the discussion thereof.

#### EXTRAORDINARY GENERAL MEETING

An extraordinary general meeting may be called at any time by the committee on its own initiative.

At least 3 days notice, in any form, must be give to all members, stating the purpose for which the meeting has been called.

At such an extraordinary general meeting, not matter shall be discussed other than that for which the meeting has been called, unless arising directly from the discussion thereof.

### 9 ALTERATIONS TO THE CONSTITUTION AND RULES

Alterations or additions to the Constitution may be made at the AGM of NKC or at a special general meeting called for that purpose, provided that at least

one months notice in writing is given setting out the grounds for such proposals and listing the names of ten members, or 50% of the club who support the proposal. A two-thirds majority of those present must be in favour of the proposed change.

10 **COMPLAINTS**

The committee shall receive, investigate and deal with complaints provided that they have been submitted in writing and signed.

The committee will formalise (where necessary) a course of action/decision by majority vote. This will be recorded by the Secretary in the Minutes.

11 **SUSPENSION**

Any member being found guilty of misconduct or breach of Club Rules will be dealt with at the discretion of the committee.

12 **CONDUCT**

**RULES OF THE CLUB**

All members of the club must accept the Rules of the Club at all times.

The Rules of the Club shall be drawn up by the committee and ratified by a quorum of members at a General Meeting. Any changes to club rules shall likewise, be ratified by members at a General Meeting.

**SAFETY REGULATIONS**

The Club & Club Members shall adhere to the current safety regulations of the Irish Canoe Union at all times. They must be displayed at all times in a prominent position on the Club Notice Board.

**EXPULSION**

Any member infringing the above Rules or being guilty of misconduct or misdemeanour on any grounds occupied by the Club or rented by the Club for any or a particular function, shall be liable to expulsion at the discretion of the committee.

13 **DISSOLUTION OF THE CLUB**

The club could be dissolved by a two- thirds majority vote at any AGM or EGM (provided it is notified and duly circulated to the entire membership for a period of at least four weeks prior to the AGM/EGM) whereupon the committee will arrange to donate any net assets to The Irish Canoe Union.

Any liabilities at the time of dissolution shall be the joint responsibility of all members.