

DUBLIN CITY UNIVERSITY:

DCU Golf Club Constitution

Name of Club:

1. The name of the Club shall be DCU Golf Club

2. Aims & Objectives: The aims and objectives of the Club are as follows:

2.1 To facilitate the playing and practice of Golf in all its forms.

2.2 To foster the development of members as players

2.3 To provide a forum for members to interact and socialize through playing and non-playing activities.

3. Members:

3.1 Membership of the Club shall be open to all students.

3.2 Membership shall be obtained by paying the appropriate fee and signing the Roll of Members for the current academic year.

3.3 The Club recognizes the importance that graduates and former students endeavour to maintain contact with such former members as wish to retain their connection with the Club.

3.4 All members shall be bound by this constitution.

4. Governing Executive Committee and President:

4.1 The Club shall have a Governing Executive Committee headed by a President

4.2 The Committee and President shall run the club on behalf of its members and in accordance with the aims and objectives.

4.3 A quorum shall be 2 /3 of committee members.

4.4 The Committee shall consist of:

- President

- Secretary
- Treasurer
- Public Relations Officer
- First Year Representative
- Events Manger

4.5. The Term of Office of these elected officers shall be one academic year.

4.6. A person shall not hold the same office for more than 2 successive years.

5. Election of the Governing Executive Committee:

5.1 The Committee Members shall be democratically elected at the Annual General Meeting (AGM) or at an Extra-Ordinary General Meeting (EGM) or by Presidential appointment.

5.2 To seek election to the Committee, each candidate must have 2 nominations by current members of the club.

6. Duties of the Governing Executive Committee:

6.1 The President shall be the Chief Officer of the club whose function includes chairing all meetings of the committee and officiating at meetings of the club.

6.2 In the event of a tied vote on any matter The President shall have the casting vote.

6.3 The Secretary's function shall be to deal with all correspondence and records of the club and keeps minutes of all committee meetings, of all general meetings, of the Annual General Meeting or any other meetings relation to the business of the club when requested by the committee.

6.4 The Secretary may keep a record of authorization of expenditure.

6.5 The Secretary shall give notice to all members of the club's meetings, events, and functions.

6.6 The Co-Secretaries shall assist the Co - Public Relations Officer (PRO) to organize fund raising events and sponsorship where necessary.

6.7 The Treasurers function shall be to administer the funds of the club and to maintain accounts and budgets.

6.8 The Treasurer shall be responsible for the maintenance of accounts subject to the decision of the committee in compliance with the delegations set down by the Sports Club Committee of DCU.

6.9 The Treasurers shall keep full records of income and expenditure of the club. The Treasure shall also keep a record of who authorized various expenditures and shall issue receipts.

6.10 The Treasurers or President shall sign all cheques and withdrawal forms for the Club's bank account.

6.11 Where the Treasurers are decreed as unavailable, another designated person may sign cheques and withdrawal forms for the club on consultation with the President.

6.12 The Public Relations Officers (along with the Secretary) shall be responsible for the advertising of all functions of the club through all means possible.

6.13 The Public Relations Officers (along with the Secretary) shall deal with external correspondence and maintain records of the contribution outside bodies have had for the club and to give notice of all members of these contributions.

7. Dismissal and Resignation of Committee Members:

7.1 No member of the committee shall be dismissed from office unless:

- Written notice of a resolution to seek such a dismissal, signed by 10% of the members of the club is received 4 working days prior to a general meeting at which such a resolution shall be debated.
- 2 /3 of the Governing Executive Committee may also call a meeting to debate the dismissal of another committee member with the exception of the ruling President.

7.2 A resolution to dismiss a committee member shall be passed by a simple majority voting at the relevant and quorate meeting.

7.3 A committee member wishing to resign must submit a letter in writing declaring that intention to resign to the Secretary, who will immediately inform the committee as a whole. The responsibilities of that person shall be delegated to other committee member(s) until a by election can be held to re-elect a new person to the position.

8. Meetings:

8.1 There shall be an Annual General Meeting (AGM) held each year.

8.2 The AGM shall be held no later than in the final month of the Academic year where the main committee members will be elected (where possible).

8.3 Elections for the offices of the Governing Executive Committee shall take place at this meeting.

8.4 A quorum of the meeting shall be 2 Governing Executive Committee members and 10% of the ordinary membership.

8.5 The business of the AGM shall include elections of relevant Executive Governing Committee as well as annual reports from the outgoing Governing Executive Committee (which should include a Treasurer's report on the finances of the club).

8.6 An Extra-ordinary General Meeting (EGM) shall be convened if:

- 10% of the ordinary membership of the club requests such a meeting in writing.
- A quorum of the Governing Executive Committee requests such a meeting in writing.
- A vacancy on the current committee occurs and there is a need to elect a replacement.

8.7 Elections for the offices of the Governing Executive Committee shall take place at the AGM or EGM (where relevant).

8.8 Notice of all meetings shall be given to the membership at least 3 working days prior to the date of the meeting.

8.9 At a meeting, a member may propose a resolution relating to the business of the Club. The resolution shall be voted on by a show of hands and a declaration of the President that the resolution is carried (unless a secret ballot is demanded by any 5 members) shall be conclusive evidence that the resolution has passed or failed.

8.10 In the event that the President's resolution (8.9) is challenged a recount of the votes will be administered in which a number of appropriate people will be appointed by the committee as "tellers" to count the votes. The result will be announced by the President (where requested by the general meeting).

8.11 No resolution may contravene DCU policy or The Golf Club Committee.

9. General:

9.1 There shall be a President of the Club who shall be a staff member in compliance with the regulations set down by the Sports Club Committee.

9.2 The membership fee for the Club shall be in compliance with the conditions set down by the Sports Club Committee.

9.3 Each member of the Club shall be entitled to receive a copy of this Constitution, on demand, free of charge.

9.4 In joining the Club, members agree to be bound by the rules and regulations of the Club as laid down in this constitution and by the Governing Executive Committee. Members violating these rules and regulations shall be answerable to the committee and may have their membership revoked and no monies refunded, for persistent breaches or extremely serious breaches, as deemed by a majority of the committee. In the event that the committee cannot resolve a dispute with a member(s), Sports Club Committee shall rule on the matter and its decision is final.

10. Amendments to this Constitution:

10.1 Notice of a proposal to seek an amendment to this Constitution shall be given to the members at least 4 working days prior to the meeting at which such a proposal shall be considered.

10.2 A proposal to amend this Constitution must receive the approval of 2 /3 of the members present at the relevant meeting and approved by the President.