

Constitution and Rules of Maine Valley Members
Golf Club

**CONSTITUTION AND RULES OF
MAINE VALLEY
MEMBERS GOLF CLUB
2022**

01/04/2022

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1. PRELIMINARY

- 1.1 Rules herein contained are indicated by consecutive numbers.
- 1.2 Clauses are indicated by consecutive numbers preceded by Rule numbers.
- 1.3 Sub-Clauses are indicated by consecutive numbers preceded by Rule and Clause numbers.
- 1.4 Sub-Sub-Clauses are indicated by consecutive numbers preceded by Rule, Clause and Sub-Clause numbers.

2. TITLE AND OWNERSHIP

- 2.1 The name of the Club shall be Maine Valley Members Golf Club and this name shall be the common name by which the Parent, Men's and the Ladies' Clubs shall be individually and collectively known.
- 2.2 The official address of the Club is Stealroe, Killorglin in the county of Kerry.
- 2.3 The Club accepts that the logo is exclusively reserved for a Club licensed to use the facilities.
- 2.4 The Ownership of the Golf Course and the Clubhouse (herein after called "The Facilities" has and will continue to be the property of William DeCourcy Dodd whose address is Cloverhill, Killorglin in the county of Kerry (hereinafter called "the owner" and at other times referred to as "the Licensor" which expression shall include his successors and heirs).

3. LICENCE

- 3.1 The Club uses the Facilities under Lease from the Owner of the Facilities
- 3.2 The Lease shall stand in the name of the Owner, the Club

4. MEMBERSHIP

- 4.1 The membership of the Men's Club shall consist of Male Playing Members who are Ordinary Members and other subscribing Playing Members as may be elected from time to time under Clause 10.2. and such Honorary Members as may be elected under Clause 11.1.8.
- 4.2 The membership of the Ladies' Club shall consist of Female Playing Members who are Ordinary Members and other subscribing Playing Members as may be elected from time to time under Clause 10.2. and such Honorary Members as may be elected under Clause 11.1.8.
- 4.3 The membership of the Parent Club shall consist of Male and Female Playing Members who are Ordinary Members and other subscribing Playing Members and such Pavilion Members as may be elected from time to time under Clause 10.2. and such Honorary Members as may be elected under Clause 11.1.8.

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5. OBJECTS

5.1 The Men's Club shall:

- 5.1.1 Promote the Amateur game of golf amongst its Members.
- 5.1.2 Accept and abide by the Constitution and Bye-Laws of the Golf Ireland (GUI), the Bye-Laws of the Munster Branch in whose Province the Club is situated.
- 5.1.3 Accept and apply the Standard Scratch Score and Unified Handicapping Scheme (UHS) as prescribed by the Council of National Golf Unions (CONGU) and such rules thereunder as may require to be implemented from time to time by such Union.
- 5.1.4 Accept and recognise the R & A Rules Limited as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.
- 5.1.5 Adopt and operate the Code of Ethics for Golf for Young People as compiled by the Golf Ireland and PGA (Irish Region).
- 5.1.6 Accept that the Parent Club is the overall authority for administering the affairs of both the Men's' and Ladies' Clubs as provided in these Constitution and Rules.

5.2 The Ladies' Club shall:

- 5.2.1 Promote the Amateur game of golf amongst its Members.
- 5.2.2 Accept and abide by the Constitution and Bye-Laws of Golf Ireland (GI), the Bye-Laws of the Munster Branch in whose Province the Club is situated.
- 5.2.3 Accept and apply the Standard Scratch Score and Unified Handicapping Scheme (UHS) as prescribed by the Council of National Golf Unions (CONGU) and such rules there under as may require to be implemented from time to time by such Union.
- 5.2.4 Accept and recognise the R&A Rules Limited as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.
- 5.2.5 Adopt and operate the Code of Ethics for Golf for Young People as compiled by the GI, ILGU and PGA (Irish Region).
- 5.2.6 Accept that the Parent Club is the overall authority for administering the affairs of both the Men's' and Ladies' Clubs as provided in these Constitution and Rules.

5.3 The Parent Club shall:

- 5.3.1 Provide facilities for the playing and promoting of the amateur game of golf by Men, Women and Juveniles and generally promote amateur games and other social activities amongst its members.
- 5.3.2 Act as administrator of the affairs (other than golf competitions) of both the Men's and Ladies' Clubs.
- 5.3.3 Decide at Annual General Meeting or at Extraordinary General Meeting of the Club, the maximum number of members of different categories which shall be elected.
- 5.3.4 Decide at Annual General Meeting or at Extraordinary General Meeting of the Club, the

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rate of:

- (i) Entry Fee, and
- (ii) Annual Subscription to be paid by members of different categories of Playing Member and Pavilion Member in the Club.

- 5.3.5 Generally to act in the promotion and advancement of the affairs of the Club and the enhancement and improvement of the facilities available to members.
- 5.3.6 In consultation with the Men's and Ladies' Committees decide the maximum value of the prize fund for competitions.

6. TRUSTEES

- 6.1 The Trustees shall be not more than 5 and not less than 3 individual members of Maine Valley Members Golf Club. Such Trustees shall be appointed by the members at an Annual General Meeting of Maine Valley Members Golf Club.
- 6.2 Each Trustee shall hold office for a five-year term or until resignation or removal from office by resolution of the members at an Annual General Meeting of the Club. All vacancies occurring by removal, resignation or death of a Trustee shall be filled at the next Annual General Meeting of the Club or in the case of the removal of a Trustee at the Annual General Meeting effecting the removal. Trustees shall be eligible for re-election. The tenure of the present Trustees shall be deemed to commence on the adoption of this Constitution and Rules.
- 6.3 The Club assets and such other property of the Club, as the Committee of Management shall determine, shall be vested in and under the legal control of the Trustees. Such Trustees shall deal with the property of the Club as directed by a resolution of the Committee of Management of which an entry in the Minute Book shall be conclusive evidence and the Trustees shall be entitled to be indemnified in respect of all transactions directed by a resolution of the Committee of Management of the Club.
- 6.4 If the Trustees, when directed by a resolution of the Committee of Management to perform an act, consider that the performance of such act requires the authorisation of the members of the Club, the Trustees shall refuse to perform such act until the members of the Club have been consulted at an Annual General or an Extraordinary General Meeting and a resolution has been passed at such meeting authorising the performance of such act as was originally directed by the Committee of Management.
- 6.5 The Trustees shall be the Court of Final Appeal in disputes between members and the Committee of Management.
- 6.6 The Trustees from time to time may appoint two or more of their numbers to sign, execute any mortgage charge, guarantee or other security documents as they may think fit for the giving of proper security for any overdraft, term loan, loan account or guarantee secured from the Club's Bankers.

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7. OFFICERS

- 7.1 The Officers of the Parent Club shall consist of the President, a Chairman of the Committee of Management, an Honorary Secretary and an Honorary Treasurer of the Committee of Management.
- 7.2 The President shall remain in office for one year and shall chair all Annual General and Extraordinary General Meetings of the Club and shall represent the Club at all official functions.
- 7.3 The Officers of the Men's Club shall be a Captain, Vice-Captain, an Honorary Secretary, an Honorary Treasurer and an Honorary Competition Secretary.
- 7.4 The Officers of the Ladies' Club shall be a Captain, Vice-Captain, an Honorary Secretary, an Honorary Treasurer and an Honorary Competition Secretary.

8. MANAGEMENT

- 8.1 Allocation of Functions: Maine Valley Members Golf Club
 - 8.1.1 The business and affairs of the Parent Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "The Committee of Management") consisting of an elected Chairman, an elected Honorary Treasurer and up to five other elected members of the Club, one of whom shall be appointed to act as Honorary Secretary by the Committee of Management. The President and Captains of the Men's and Ladies' Clubs shall also be members of the Committee of Management.
- 8.2 The Men's and Ladies' Committees:
 - 8.2.1 The business and affairs of the Men's Club shall be under the jurisdiction and control of a Committee (hereinafter referred to as "the Men's Committee") consisting of the Officers of the Men's Club, and a maximum of four (4) other members of the Men's Club elected under Clause 7 and Clause 21.7 in addition to the outgoing Captain.
 - 8.2.2 The business and affairs of the Ladies' Club shall be under the jurisdiction and control of a Committee (hereinafter referred to as "The Ladies' Committee") consisting of the Officers of the Ladies' Club, and a maximum of four (4) other members of the Ladies' Club elected under Clause 7 and Clause 21.7 in addition to the outgoing Captain.
 - 8.2.3 Each of the aforementioned Committees shall exercise their respective powers notwithstanding a vacancy or vacancies in such Committees.
- 8.3 Chairperson at Meetings:
 - 8.3.1 The Chairman of the Committee of Management shall occupy the chair at Meetings of the Committee of Management and in the absence of such Chairman of the Committee of Management, the voting members of the Committee of Management shall elect a Chairperson.
 - 8.3.2 The Captains or, in the absence of such Captains, the Vice-Captains, shall occupy the Chair at meetings of the Men's and Ladies' Committees respectively.

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- 8.3.3 The President shall Chair the Annual or Extraordinary General Meetings of the Club, and in the absence of such President, the Chair shall be occupied by the Vice-President or the Chairman of the Committee of Management shall take the chair.
- 8.3.4 If any of the foregoing are absent or decline to preside, any other Chairperson may be appointed by the Meeting.
- 8.3.5 The Chairperson at a Meeting shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.
- 8.4 ELECTIONS - Officers and Committees
- 8.4.1 The members of the Committee of Management shall be elected at the Annual General Meeting of the Club and shall serve a period not exceeding three years and shall be eligible for re-election.
- 8.4.2 The Committee of Management shall have the power to fill any vacancy in such Committee of Management by co-opting a qualifying member of the Club to serve as a member of such Committee of Management until the next Annual General Meeting of the Club.
- 8.4.3 The members of the Club have the right to propose candidates for election to the office of Chairman and Treasurer of the Committee of Management.
- 8.4.4 Candidates shall not be eligible for election to more than one Officer position in any year.
- 8.4.5 Only members of the Club who are members for not less than three (3) years shall be eligible to serve as an Officer or as a Member of the Committee of Management or Trustee. This provision shall not apply to existing office holders.
- 8.4.6 Each Member of the Committee of Management shall serve a period of not more than six consecutive years.
- 8.4.7 Members of the Committee of Management who have served for six consecutive years shall not be eligible for re-election to such Committee without first having ceased to be a member of the Committee of Management for at least one year.
- 8.4.8 In the interest of continuity and coherent management of the Club, neither the Honorary Treasurer nor Chairman of the Committee of Management shall leave office in the same year (except in exceptional circumstances).
- 8.5 The Men's and Ladies' Committees and Committee of Management:
- 8.5.1 The Captain of the Men's and the Captain of the Ladies' Committee shall retire after one year's service and be succeeded by the Vice-Captains always provided that the members at the Annual General Meeting may vote that the outgoing Captain should serve in that capacity for a second term of one year.
- 8.5.2 The Honorary Secretary and Honorary Treasurer and Competition Secretaries of both the Men's and Ladies Committees, shall retire annually and shall be eligible for re-election, always provided that the same officer shall not hold the same office for more than six (6) consecutive years.
- 8.5.3 The Vice-Captains in Office shall each have the right to nominate for election the Vice-Captain for the ensuing year subject to approval of the respective Committees concerned.

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- 8.5.4 The Vice-President in office shall have the right to nominate for election the Vice-President for the ensuing year, subject to the approval of the Committee of Management of the Club.
- 8.5.5 Nominations of candidates, duly proposed and seconded with the consent of the nominees for election to the Committee of each of the Men's and the Ladies' Committees and the Committee of Management shall be submitted in writing to the Honorary Secretary of the relevant Club at least 10 days prior to the Annual General Meeting of the Club. All nominees must be properly proposed and seconded by Ordinary Members of the Club.
- 8.5.6 A complete list of nominees (Officers and Committee) together with the names of their proposers and seconders shall be displayed on the Club Notice Board for at least 7 days prior to the date of the Annual General Meeting.
- 8.5.7 The respective Committees shall have power to fill vacancies occurring during their terms of office in any of the offices and Committees by co-option of qualifying members. The members so co-opted shall hold office until the next Annual General Meeting of the Club. Such co-opted members shall not be construed as having served a term in office as part of the time limit referred to in Sub-Clause 8.4.5 and clause 8.5.2.
- 8.5.8 Each member of the Men's and Ladies Committee shall retire annually and be eligible for re-election.
- 8.5.9 The office of any Office Bearer shall be vacated by such Office Bearer resigning there from or on ceasing to be a member of the Club or on being removed by a resolution at an Annual General or an Extraordinary General Meeting of the Club.

8.6 COMMITTEE MEETINGS

- 8.6.1 A record of attendance of Committee members at all Committee Meetings shall be kept and read at the Annual General Meeting prior to the election of Officers.
- 8.6.2 At least eight (8) stated meetings of the Committee of Management and 8 stated meetings of the Men's and Ladies' Committees shall be held during the year.
- 8.6.3 Any member of a Committee who is absent for three consecutive meetings, or five in all, in a calendar year, without an acceptable reason shall be deemed to have resigned from that Committee and the vacancy shall be filled as provided for under Sub-Clause 8.4. and 8.5.
- 8.6.4 The quorum for Men's and Ladies' Committee meetings shall be five (5) voting members and five (5) voting members for the Committee of Management meetings.

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8.7 EMPLOYMENT OF STAFF

- 8.7.1 The Committee of Management alone shall have power to appoint a paid Secretary Manager and such other employees as shall be required upon such terms and conditions as the Committee of Management shall determine and to terminate such appointments from time to time.
- 8.7.2 The Committee of Management shall provide all employees with a contract of employment stating the terms and conditions of such employment as required under law.
- 8.7.3 The Secretary Manager, if appointed, shall, in addition to discharging the duties and tasks of management of the Club as instructed by the Committee of Management, act as Secretary Manager to both the Men's and the Ladies' Sections.
- 8.7.4 The Committee of Management shall put in place a Chain of Command for the instruction of employees in the Club.

8.8 MANAGEMENT REGULATIONS

- 8.8.1 The Committee of Management shall in consultation with both the Men's and Ladies' Committees, have the power to make, and from time to time to alter, such Bye-Laws and regulations for the management of the Club as it may consider necessary provided such Bye-laws and regulations are not at variance with the Rules of Golf.
- 8.8.2 Every member of every category and 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 in Maine Valley Members Golf Club.

8.9 APPOINTMENT OF SUB-COMMITTEES

- 8.9.1 The Men's and Ladies' Committees may appoint Sub-Committees having first obtained the approval of the Committee of Management. The Committee of Management shall also have the power to appoint Sub-Committees.
- 8.9.2 The terms of reference of such Sub-Committees shall be furnished in writing, defining the scope of their authority and with clear instruction that such terms of reference shall not be exceeded.
- 8.9.3 Such Sub-Committees shall submit written reports with findings and recommendations to the Committee of Management for consideration.
- 8.9.4 Each Sub-Committee shall retire annually on the date of the Annual General Meeting of the Club concerned or when the function for which it was appointed is completed.
- 8.9.5 The quorum of each Sub-Committee shall be defined at the time of appointment.
- 8.9.6 The Chairperson of each Sub-Committee shall be elected at the first meeting and in addition to a deliberative vote, have, and shall exercise a casting vote.

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9. ADMINISTRATION

- 9.1 Maine Valley Members Golf Club shall be administered as follows: -
- 9.1.1 The Honorary Secretary of the Committee of Management shall be responsible for the every-day affairs of the Parent Club except such duties which are specifically assigned to another Officer of the Parent Club or to the Secretary Manager.
 - 9.1.2 The Honorary Secretary of the Men's Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned to another Officer of the Men's Club or to the Secretary Manager.
 - 9.1.3 The Honorary Secretary of the Ladies' Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned to another Officer of the Ladies' Club or to the Secretary Manager.
 - 9.1.4 All written complaints concerning matters under the jurisdiction and control of the Committee of the Club concerned shall be referred primarily to the Honorary Secretary of that Club who, if unable to resolve same, shall place the complaint on the agenda for the next meeting of the Committee of such Club for investigation and decision.
 - 9.1.5 Representations to the Committee of Management on behalf of the Men's and Ladies' Clubs shall be addressed to the Honorary Secretary of the Committee of Management.
 - 9.1.6 The interpretation of the Constitution and Rules of Maine Valley Members Golf Club shall be the sole responsibility of the Committee of Management of Maine Valley Members Golf Club.

10. FINANCE

10.1 **The Parent Club shall be administered as follows: -**

- 10.1.1 The Committee of Management shall have the sole right to open and close Bank Accounts for Maine Valley Members Golf Club.
- 10.1.2 The Honorary Treasurer of the Parent Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Club.
- 10.1.3 The Banking accounts shall be kept in the name of Maine Valley Members Golf Club (and shall be clearly identified as such) in such Banks as the Committee of Management may from time to time determine. All cheques shall be signed by any two of the following: The Chairman, the Honorary Treasurer and by one other authorised Officer of the Parent Committee.
- 10.1.4 The Honorary Treasurer of the Club shall issue an Audited statement of the financial affairs of the Club for each financial year ended 31st May for consideration by the Committee of Management and for presentation to and approval by the members at the Annual General Meeting of the Club which shall be held not later than 15th July following. These audited accounts shall be kept and made available to the Revenue Commissioners on request.
- 10.1.5 The Committee of Management shall on receipt of written application from each of the

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Men's and the Ladies' Clubs allocate monies from time to time, to defray the expenses necessarily incurred by the Committee concerned when entertaining visiting teams and Officials and in the preparation and support of teams and team management representing Maine Valley Members Golf Club in Home Matches and for such other events or occasions when approved by the Committee of Management to be in the interest of the Club to do so.

- 10.1.6 The Committee of Management shall be responsible for the payment of the Annual Subscription and the Provincial Levy payable to the Golf Ireland in respect of the members of the Men's Club and the Annual Subscription payable to Golf Ireland in respect of the members of the Ladies' Club

10.2 The Men's Club shall be operated as follows:

- 10.2.1 The Honorary 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.
- 10.2.2 The Banking account shall be kept in the name of the Men's Club (and shall be clearly identified as such) in such Bank as agreed with the Committee of Management. All cheques shall be signed by any two of the following: The Men's Captain, the Honorary Treasurer, and one other authorised signatory.
- 10.2.3 The Honorary Treasurer of the Men's Club shall issue an Audited statement of the financial affairs of the Men's Club for the financial year ended 30th September for consideration by 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 30th November following.
- 10.2.4 Following the Meeting of the Men's Committee at which accounts are considered the Honorary Treasurer shall immediately forward a copy of the accounts to the Honorary Treasurer of the Committee of Management for information.

10.3 The Ladies' Club shall be operated as follows:

- 10.3.1 The Honorary 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.
- 10.3.2 The Banking account shall be kept in the name of the Ladies' Club (and shall be clearly identified as such) in such Bank as agreed with the Committee of Management. All cheques shall be signed by any two of the following: The Ladies' Captain, the Honorary Treasurer, and one other authorised signatory.
- 10.3.3 The Honorary Treasurer of the Ladies' Club shall issue an Audited statement of the financial affairs of the Ladies' Club for the financial year ended 30th September for consideration by 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 30th November following.
- 10.3.4 Following the Meeting of the Ladies' Committee at which the accounts are considered the Honorary Treasurer shall immediately forward a copy of the accounts to the

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Honorary Treasurer of the Committee of Management for information.

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11. ELECTION OF MEMBERS

- 11.1 The election of members to the various categories of membership shall be subject to the agreed limitations in numbers as provided for under Sub-clause 4.3.3:
- 11.1.1 The election of all categories of Member shall be conducted by the Committee of the relevant Club and forwarded to the Committee of Management for ratification.
- 11.1.2 The Procedure for the election of members shall be as follows:
- 11.1.3 Each candidate for election (except in the case of Honorary Members) shall be proposed by one voting member of a Club and seconded by another.
- 11.1.4 A member proposing or seconding a candidate for membership shall be a voting member of at least three years standing.
- 11.1.5 A member who is an Officer of the Club or a member of a Committee shall not be entitled to propose or second a candidate for membership.
- 11.1.6 The proposer and seconder shall each know their candidate personally and the proposer shall write a letter addressed to the Committee of Management stating their personal knowledge of their candidate.
- 11.1.7 A voting member shall be precluded from proposing or seconding more than two candidates in any one year.
- 11.1.8 A voting member wishing to propose the candidate for election shall obtain from the Secretary Manager or the Honorary Secretary of the Club a form known as an Application for Membership Form and shall in due course return to the Secretary Manager or Honorary Secretary of the relevant Club such form duly completed and signed by the proposers and seconder.
- 11.1.9 If the relevant Committee decide that the name of a candidate for election should go forward, the name and address of the candidate shall be posted on the Clubhouse Notice Board for at least 7 days before the Meeting of the relevant Committee which shall then consider the merits of the application.
- 11.1.10 Any omission from or inaccuracy in the particulars stated by a candidate in a completed Application for Membership Form shall render election of such candidate void at the discretion of the relevant Committee.
- 11.1.11 Immediately on election of a candidate to membership, the relevant Club concerned shall notify the Committee of Management of the name, address and category of the elected candidate. Notice of election in writing shall be dispatched to the duly elected candidate by the Secretary Manager or the Honorary Secretary of the Parent Club. A request to remit to the Honorary Treasurer of the Club or its Bankers within one calendar month from the date of such request the amount of the entrance fee, capital levy (if any) and first subscription payable by the category of member to which the candidate shall have been elected on payment whereof the candidate shall become a member of the Club in that category and be entitled to the benefits and privileges of such membership and be bound by its rules. The elected member shall be informed that the Club Constitution is available on the Maine Valley Members Golf Club website and that a copy is available on request from the Club office.

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- 11.1.12 Where a candidate duly elected shall have failed within one calendar month from the date of such request to remit to the Honorary Treasurer of the Club or its Bankers, the fees specified in Sub-clause 13.1, the election of such candidate shall be void unless the candidate shall satisfy the Committee that the failure to remit shall in no way have been due to deliberate act or failure by such candidate.
- 11.1.13 Where the application for membership of a candidate shall have been unsuccessful and a further application shall have been subsequently made by the candidate, the procedure set out in Sub-clauses 11.1.1 to 11.1.12 shall apply to such application and to all subsequent applications.
- 11.1.14 Where the application for membership shall have been unsuccessful the Secretary of the Club concerned shall advise the applicant in writing.

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12. CATEGORIES OF MEMBERS

12.1 Candidates whose applications shall have been approved by the Committee of Management shall be elected to one of the categories of membership listed hereunder having paid the Annual Subscription, Entrance Fee and Capital Levy (if any) applicable to such category of member: -

12.1.1 Full Members: Full Members (which shall comprise of Men and Women) who, in conjunction with Honorary Members shall be entitled to attend and vote at all Annual General or all Extraordinary General Meetings of the Club and shall be entitled to avail of the facilities prescribed by Sub-Clause 4 hereof. Only Full Members, who are members for not less than three (3) years, shall be eligible for election as Officers or member of the Committee of Management. Such Full members only shall have an interest in the property of the Club, which interest shall lapse on such member ceasing to be a member in such Full or Honorary Member categories.

12.1.2 Full Couple Membership: Shall be available to married couples who are Full members.

12.1.3 Dual Membership: Dual Membership is available to any person who is a "Full/Ordinary Member", for more than two years, of another golf club that is affiliated to Golf Ireland. Such membership is available at the absolute discretion of the Committee of Management. The following conditions also apply:

- (i) The annual subscription paid to the club of Full/Ordinary membership must be at least €550.
- (ii) A Dual Member must have played at least six qualifying competitions in the current calendar year to eligible to win any major competition.
- (iii) Dual Members are eligible to serve on the Committees of the Ladies and Gents Clubs.
- (iv) Dual members are not eligible to be Captain or lady Captain unless they become a full member. A Dual Member may be invited by the Management Committee to serve as President.
- (v) Dual Members have the same right as Full/Ordinary Members in relation to concession green fees for guests.
- (vi) Dual Members must pay full subscription on joining.
- (vii) Dual Members May join as Full/Ordinary Members but they must complete a new application form.

12.1.4 Family Membership: Family Membership is available to couple and two children (up to age 18). Such membership is available at the absolute discretion of the Committee of Management

12.1.5 Five Day Members: Category no longer available.

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- 12.1.6 Senior Member: Senior Membership is a specific legacy membership category currently available to a limited number of senior golfers. This is a five day membership for individuals who are full members of another golf club.
- 12.1.7 New to Golf: This category of membership is available as an introductory measure for those are “New to Golf”. New to Golf applies to a person who has not been a member of a golf club for five calendar years prior to application for membership.
- 12.1.8 Student Members: Student Members shall comprise of full-time undergraduates and students of Third Level Colleges or of such other institutes of learning as the Committee of Management may determine, who are also not in fulltime employment or sponsored by an organisation, company or individual, shall be entitled to use the facilities of the Club. Such membership in this category shall cease on 31st December following graduation or qualification or on 31st December four (4) years after the date of election whichever period shall be the shorter.
- 12.1.9 Junior Members: Junior Members shall comprise of young persons whose ages at the date of election shallnot be less than twelve years or more than eighteen years shall be entitled to use the facilities of the Club. Such membership in this category shall cease on 31st December next after such Junior member has attained the age of eighteen years.
- 12.1.10 Overseas/Distance Members: Overseas/Distance Members shall comprise of persons who principal residence is at least 120 kilometers from the clubhouse.
- 12.1.11 Honorary Members: Honorary Members shall comprise of persons whom the Committee of Management wish to acknowledge as having 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. Such Honorary Membership shall be conferred byresolution adopted by the members at an Annual General Meeting of the Club.
- 12.1.12 Existing Family Members whose sons or daughters are under 18 years of age shall have all the rights and privileges of members in the category of Student or Junior or membership.
- 12.1.13 Election to Ordinary Membership of Applicants in Other Categories:
Applications for election to the category of Ordinary Member by Student and Junior Members, after eligibility for membership in such Student and Junior categories shall have expired, or applications for election to the category of Ordinary Member by members in any other category, shall be treated with priority in the process of selecting successful candidates for election to Ordinary Membership.

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13. ENTRANCE FEE

- 13.1 A non-refundable Entrance Fee may be payable on election to any categories of membership. Currently no such Entrance Fee is required.
- 13.2 The amount of Entrance Fee payable by members on election to the various categories of membership shall initially be fixed by the Committee of Management under Sub-Clause 4 and thereafter ratified by resolution of the members at such Annual General Meeting of the Club that shall follow. Thereafter such entrance fee shall remain in operation until altered at an Annual General or Extraordinary General Meeting of the Club.
- 13.3 When membership of Student, Junior, or Registered Daughter/Son in the category of Family Membership is obliged to relinquish that category, only on immediate application for election to any other category of membership within the Club, the appropriate Entrance Fee shall be payable on election subject to a 10% (Ten Percent) reduction in respect of each year that the applicant was a Junior, Student or Registered Family Member.
- 13.4 Where a Five Day, Country or Overseas Member should apply to become a member of another category, the amount of the Entrance Fee payable shall be the Fee payable at the date of election to the new category less the amount of entrance fee remitted by such member on previous election to Five Day, Country or Overseas membership.
- 13.5 Where a Pavilion Member shall apply for election to a category of membership with playing rights, such Pavilion Member shall apply as required under Clause 10.2 hereof.

14. ANNUAL SUBSCRIPTION

- 14.1 All subscriptions shall fall due on 1st June in any year.
- 14.2 Members may opt to pay their annual subscription as follows: -
Payment by Direct Debit in eight equal monthly instalments in which each instalment shall be paid on the 28th day of each month beginning in June. The final instalment shall be paid on 28th December of that year.
- 14.3 Failure to pay, by 31 October annually, will result in such person(s) ceasing to be a member of the club without further notice on the tenth (10th) calendar day following either of the above due payment dates.
- 14.4 Any monies already paid in respect of that year's subscription, will be forfeited in full.
- 14.5 A member has the right of appeal by giving notice in writing to the Chairperson of the Committee of Management (or person appointed by the Chairperson) within seven (7) calendar days from the cessation date. The Chairperson (or person appointed by the Chairperson) will consider the appeal and give the decision within fourteen (14) calendar days from receipt of the appeal. That decision will be final.
- 14.6 Any member who subsequently wishes to re-join the club at a later stage will be obliged to pay the full appropriate entry fee at that time.

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- 14.7 Members, except Honorary Members, shall remit annually to the Honorary Treasurer or Secretary Manager of the Club such Annual Subscription as determined by members at the Annual General meeting in respect of each category of membership.
- 14.8 The amount of the Annual Fee payable by the different categories of membership shall initially be fixed by the Committee of Management under Sub-Clause 4 and ratified at the next Annual General Meeting of the Club. Thereafter such Annual Subscriptions shall remain in operation until altered at an Annual General or Extraordinary General Meeting of the Club.
- 14.9 The Committee of Management shall be entitled to reduce at their discretion the Annual Subscription payable by a new member on election by one twelfth in respect of each completed calendar month of the year which shall have elapsed prior to election of such member. The term 'new member' shall not apply to any person who was a member in the preceding 2 years.
- 14.10 The Committee of Management shall be empowered to introduce temporary promotional offers to attract 'new members' from time to time. Such proposal(s) shall be ratified at the next AGM of the Parent Club. The term 'new member' shall be as in 13.10.
- 14.11 The Committee of Management shall have the authority to introduce arrangements for pre-payment of subscriptions as required from time to time which must be ratified at the next AGM of the Parent Club.

15 CAPITAL LEVY

15. An Annual General Meeting (AGM) or an Extraordinary General Meeting (EGM) of the Club shall be empowered to fix a Capital Levy on members to fund any additional acquisition of land or buildings, construction work or improvement to course, clubhouse or its environs.
- 15.2 Members in the category of Cadet, Student, Junior, Honorary, or Pavilion shall be exempt from such Capital Levy.
- 15.3 The amount of such Levy shall be payable at the same time as the annual subscription shall fall due.
- 15.4.1 Application for leave of absence under this rule giving the reasons there for, shall be made in writing to the Honorary Secretary of the Committee of Management before the said subscription falls due.

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16. VISITORS AND TEMPORARY MEMBERS

- 16.1 Members shall have the right to introduce visitors to the Club.
- 16.2 All visitors and temporary members (including those in 16.1) must enter their names in the Visitors Book, provided for that purpose.
- 16.3 Temporary Members desiring to play golf on the course must obtain a Green Fee Ticket which must be handed to the Professional before they commence play on the course. In the case of a visiting society, the Secretary or Captain of the Society will sign the Visitors Book for his Society and specify the numbers who wish to play on the course.
- 16.4 The rights of Temporary Members shall be confined to the use of the course for playing golf and the enjoyment of the privileges of the clubhouse during the period of their temporary membership.
- 16.5 Entry Charge for visitors and regulations for the admission of non-playing visitors shall be fixed from time to time by the Committee of Management.
- 16.6 The Secretary Manager or his representative or any past or present member of either the Men's or Ladies' Committee or of the Committee of Management, shall have the right to register in the Visitors Book and admit to the Course and the Clubhouse, a visitor or group of visitors unaccompanied by a host member subject to remittance of payable Green Fees or Entry Charges for visitors.
- 16.7 A host member who shall have failed to enter a visitor's name in the Visitor's Book shall be personally responsible for the payment of any Green Fee or other outstanding charges.
- 16.8 The Committee of Management shall have power to suspend the rules permitting the introduction of visitors or temporary members at any time and to withhold permission for a visitor or temporary member to avail of the use of facilities of the Clubhouse or Course.
- 16.9 Competitors in Club Open Competitions scheduled for one day shall be entitled to avail of the facilities of the Club on the day of such Open competition.
- 16.10 Any Office Bearer or Member of the Committee of Management shall have the authority to cancel the admission of any Visitor or Temporary Member where such admission shall be found to be irregular or where the presence or conduct of such Visitor or Temporary Member shall be found to be objectionable or where such Visitor or Temporary Member is found by to have deliberately infringed the Rules, Bye-Laws or Regulations of the Club.
- 16.11 A Visitor or Temporary Member whose admission to the Club shall have been Cancelled, shall at the discretion of the Committee of Management, forfeit or be refunded any fees or charges remitted in respect of such cancelled admission.

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17. FINES AND SUSPENSIONS

17.1 Where a member is deemed to have breached the Rules, Bye-Laws and Regulations of the Club in force for the time being or for breaches of Etiquette of Golf, the relevant Club concerned shall after investigation make recommendation and any penalty to the Committee of Management who shall be empowered to:

(i) impose a fine which shall not exceed 25% of the current Ordinary Members Subscription.

(ii) temporarily withdraw the use of the Clubhouse and Course including suspension of handicap.

(iii) impose a fine and in addition temporarily withdraw the use of the Clubhouse and Course and handicap suspension where such breach and conduct shall, in the opinion of the Committee of Management, justify such fine and such withdrawal of the use of Clubhouse and Course and handicap suspension.

(iv) call for the resignation of a member from the Club.

17.2 Any member refusing or failing to pay a fine imposed by the Committee of Management under Rule 17.1 hereof within 4 weeks after notification thereof, shall be suspended from the use of the Clubhouse and Course and shall have handicap suspended until such fine shall be paid.

18. TERMINATION OF MEMBERSHIP

18.1 The Committee of Management shall have the power, to call for a member's resignation from the Club under this rule where the relevant Committee, in compliance with Rule 17.1, shall consider that the gravity of such breach or misconduct warrants it.

18.2 The Committee of Management shall fix a date for the Committee Meeting at which the matter of the member's resignation shall be considered. The member shall be given at least three weeks' notice of the date and place of this Committee Meeting.

18.3 The notice shall be in writing and shall inform the member of the reasons why the member is being called upon to resign. Such notice shall incorporate a copy of this Rule.

18.4 The notice shall be deemed to have been duly given if sent by prepaid post to the member's last known postal address or to the member's last address appearing in the records of the Club.

18.5 The member shall give notice to the Honorary Secretary of the Committee of Management of the Club of their intention to address the Meeting.

18.6 Where the Committee of Management has decided to call for the resignation of a member from membership of the Club, such member shall be advised by letter of such decision. Where such member fails to offer his/her formal resignation not less than three weeks after the date of such letter the Committee of Management shall have power, to remove such member's name from the list of members of the Club.

18.7 The member shall have the right to appeal the decision of the Committee of Management to the Trustees of the Club, whose decision on such appeal shall be the final resolution.

18.8 Where, in accordance with the provisions of this rule, the Committee of Management remove

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the name of a member from the list of members of the Club such person shall thereupon cease to be a member of the Club and shall be notified accordingly in writing.

- 18.9 The Committee of Management shall be empowered to remove members in all categories of membership under the provisions of this rule.
- 18.10 In all proceedings under this rule the rules of natural justice shall apply.

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19. ANNUAL GENERAL MEETINGS

19.1 The Men's and Ladies' Clubs:

19.1.1 The Annual General Meeting of the Men's and Ladies' Club shall, save in exceptional circumstances, be held in the month of November for receiving the Men's and Ladies' Club Committee's Annual Report and the Financial Statement of Audited Accounts for the year ended the previous 31st May; for electing Office Bearers, Members of Committee, revising (subject to approval of the Parent Club) its rules and transacting such other business of the Men's and Ladies' Club as may be on the Agenda.

19.1.2 Fourteen days' notice, at least, of such Annual General Meeting shall be given to the Members of the Club entitled to attend and vote at the Annual General Meeting of the Men's and Lady's Club. Such notice to be displayed on the Notice Board in the Clubhouse as well as on Maine Valley Members Golf Club website.

19.1.3 The Detailed Report and Financial Statement of Audited Accounts shall be available to the Members at least fourteen days prior to the Meeting from the Honorary Treasurer and in the Clubhouse.

19.1.4 Notice of Motions and nominations of Officers and members of the Committee of the Men's and Ladies' Club must be made to the Honorary Secretary of the Men's or Ladies' Club, in writing at least 10 days before the date of such Meeting.

19.1.5 Such notices and nominations shall be promptly posted in the Club Notice Board at least seven (7) days before such meeting.

19.1.6 At an AGM or EGM no business shall commence or continue unless there is a quorum of 10% of the membership entitled to vote (or 30 such members for the Men's Club, or 20 such members for the Ladies' Club, whichever is the lesser) in attendance.

19.2 The Parent Club:

19.2.1 The Annual General Meeting of the Parent Club shall, save in exceptional circumstances, be held in the month of December for receiving the Committee of Management's Annual Report and the Financial Statement of Audited Accounts for the year ended the previous 31st May; for electing Office Bearers, Auditors, Solicitor, Members of Committee, revising rules and transacting such other business of the Club as may be on the Agenda.

19.2.2 Fourteen days' notice, at least, of such Annual General Meeting shall be given to the Members of the Club entitled to attend and vote at the Annual General Meeting of the Parent Club. Such notice to be displayed on the Notice Board in the Clubhouse as well as on Maine Valley Members Golf Club website.

19.2.3 The Detailed Report and Financial Statement of Audited Accounts shall be available to the Members at least fourteen days prior to the Meeting from the Honorary Treasurer and in the Clubhouse.

19.2.4 Notices of Motions and nominations of Officers and members of the Committee of Management must be made to the Secretary Manager or Honorary Secretary Parent Club in writing at least 10 days before the date of such Meeting.

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19.2.5 Such notices and nominations shall be promptly posted in the Club Notice Board at least seven (7) days before such meeting.

19.2.6 At an AGM or EGM no business shall commence or continue unless there is a quorum of 10% of the membership entitled to vote (or 40 such members, whichever is the lesser) in attendance.

19.3 NOTIFICATION TO PARENT CLUB

19.3.1 Immediately following the Annual General Meetings of each of the Men's and Ladies' Clubs the respective Honorary Secretaries shall notify the Secretary Manager or Honorary Secretary of the Parent Club of the names of the Officers of their respective Clubs for the ensuing year.

19.3.2 Each Honorary Secretary shall also forward to the Secretary Manager or Honorary Secretary Parent Club for submission such Notices of Motion or Recommendations as such Club wishes to submit for consideration at the Annual General Meeting of the Parent Club in compliance with 19.2

19.4 EXTRAORDINARY GENERAL MEETINGS

19.4.1 Extraordinary General Meetings of any of the Clubs may be called at any time;

(1) by direction of the Committee of the Club concerned or

(2) on a requisition to the Secretary Manager or Honorary Secretary or appropriate Honorary Secretary of the relevant Club, signed by at least 10% of the membership entitled to vote at such meeting (based on membership as of 31st December of the preceding year), stating the business to be brought forward.

19.4.2 In either case it shall be the duty of the Committee of such Club to have an Extraordinary General Meeting called within fourteen days after receipt of the requisition by the Secretary Manager or appropriate Honorary Secretary.

19.4.3 Fourteen days' notice, at least, of such Extraordinary General Meeting shall be given to the Members of the Club entitled to attend and vote at the Extraordinary General Meeting of the Club. Such notice to be displayed on the Notice Board in the Clubhouse as well as on Maine Valley Members Golf Club website. 19.4.4 Only the business as displayed on the notice board shall be transacted at the meeting.

20. NOTICES OF MEETINGS

20.1 As required under Clause 19.2.2, fourteen days' notice, at least, of every Annual General Meeting (AGM) convened by order of the Committee of Management shall be given.

20.2 For Extraordinary General meetings (EGM), fourteen days' notice, at least, is required as stated under Clause 19.4.3, specifying the time and place of such Meeting.

20.3 The business to be transacted for an AGM or EGM shall be displayed on the main notice board in the Clubhouse at least seven (7) days prior to the date of the meeting and on Maine Valley members Golf Club website.

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21. MODE OF VOTING AT AGM and EGM MEETINGS

- 21.1 No proxies shall be allowed.
- 21.2 Voting shall be either by a show of hands or by ballot.
- 21.3 Ballot shall mean a vote on voting paper.
- 21.4 A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required as under Rule 27.
- 21.5 In the event of a tie the Chairperson shall have and shall exercise a casting vote.
- 21.6 If any member at an AGM or EGM propose that the mode of voting on any matter should be by ballot and this is seconded by another member, then the question of whether voting should be by a show of hands or by ballot shall be decided by show of hands.
- 21.7 An election of candidates for membership of the Committee of either the Men's or Ladies' Club or for membership of the Committee of Management shall be by ballot and all members voting must vote for the full number of candidates for whom there are vacancies otherwise such voting paper is invalid.
- 21.8 Three of the members attending an AGM or EGM shall be elected to act as Tellers.

22. STANDING ORDERS

- 22.1 Standing orders as drawn up by the Committee of Management of the Club shall be adopted at all Annual and Extraordinary General Meetings held in the Club.

23. MINUTE BOOKS

- 23.1 The Men's Club, the Ladies' Club and the Parent Club shall each keep: -
- 23.2 A Minute Book in which shall be recorded the Minutes of Annual General and Extraordinary General Meetings and also
- 23.3 A Minute Book in which shall be recorded the Minutes of all Committee Meetings held.
- 23.4 The Men's Club and the Ladies' Club shall each submit its Minute Book to the Committee of Management when required.
- 23.5 The respective Minutes shall be read out at the next AGM, EGM or other Committee Meeting and, when approved as being a correct record, shall be signed and dated by the Chairperson. A printed attendance list for the previous AGM or EGM shall be provided at the relevant meeting.

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24. PLAYING FACILITIES

24.1 The Committee of Management, in consultation with the Men's and Ladies Committees, shall prescribe the days and times when the members shall have the use of the Course for competitions and when the facilities of the Course and part of the Clubhouse shall be made available to the Golf Ireland, Provincial Branches and District events, at reasonable intervals, as may be agreed between the parties.

24.2 The Committee of Management shall also decide on the facilities to be afforded to Societies or fund-raising events subject to the proviso that the 1st tee shall be reserved for Club members for two (2) hours on any day a Society or fund-raising event is permitted to play.

25. PERSONAL PROPERTY

25.1 Any personal belongings of members, visitors and others, brought to, or kept at, or left on Club property shall be at the sole risk of the owners, and neither the Club nor any Committee shall be responsible for any loss or damage thereto however arising; but this rule shall not prejudice any claims by the Club or the owners against insurance companies in case of fire, or when otherwise covered by Insurance.

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26. CHANGE OF CONSTITUTION AND RULES

- 26.1 No rule of either the Men's Club or the Ladies' Club shall be repealed or altered, or new rule made except at an Annual or Extraordinary General Meeting of such Club and by the consent of at least two thirds of the members present and entitled to vote at such meeting. Notice of such meeting must comply with Rule 20 and written notice of the proposed change must be sent to the Secretary Manager, or the Honorary Secretary of the Parent Club, with the names of the proposer and seconder attached, at least 10 days previous to the Meeting at which same is to be considered.
- 26.2 The Secretary Manager or the Honorary Secretary of the Parent Club shall place the notice on the Agenda of the Club concerned.
- 26.3 Any repeal, alteration or new rule so passed is subject to approval of the Committee of Management of the Parent Club.
- 26.4 Nothing in the Constitution of the Parent Club shall be repealed or altered or new rule added except at an Annual or Extraordinary General meeting of the Parent Club and by the consent of at least two thirds of the members present and entitled to vote at such meeting. Notice of such meeting must comply with Rule 20 and written notice of the proposed change must be sent to the Secretary Manager or to the Honorary Secretary of the Parent Club with the names of the proposer and seconder attached, at least 10 days previous to the meeting at which it is to be considered.
- 26.5 Any change in the Constitution which affects the Rules of the Men's Club or Ladies' Club must be submitted to the Golf Ireland for approval prior to adoption.
- 26.6 The Secretary Manager or the Honorary Secretary of the Parent Club shall place the notice on the Agenda.
- 26.7 The Committee of Management shall be responsible for keeping the Constitution up to date and making it available to members on the Club website.

27. **RULES OF GOLF and LOCAL RULES**

- 27.1 The Rules of the game of golf for the Men's and Ladies' Sections shall be the Rules of Golf as approved by the R&A Rules Limited.
- 27.2 In addition the Committee of Management, in consultation with the Men's and Ladies' Committees shall from time to time prescribe such Local Rules as it considers necessary having regard to Sub-Clause 28.1.

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28. BYE-LAWS

- 28.1 The Committee of Management shall have power from time to time make such Bye-Laws as it considers necessary and to alter and repeal same.
- 28.2 Each of the Men's and Ladies' Sections shall have power from time to time to make such Bye-Laws as it considers necessary for matters relating to golf but every such Bye-Law shall be subject to ratification by the Committee of Management.
- 28.3 The Committee of Management may prescribe playing times and priorities on weekdays, weekends, holidays, etc.
- 28.4 The Committee of Management may also prescribe regulations for dress code both on the course and within the Clubhouse.

29. RESTRICTIONS

- 29.1 In relation to any proposed major alteration or change (excluding maintenance) to the existing golf course or clubhouse, the Committee of Management shall seek approval of an AGM or EGM before proceeding. Such proposed alteration or change shall have an associated plan and budget presented in advance of the AGM or EGM. The Committee of Management shall seek approval of an AGM or EGM for any purchase or disposal of land.

30. INCOME and PROPERTY

- 31.1 The income and property of the Club shall be applied solely towards the promotion of its main object(s) as set forth in this Constitution. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the Club

30.1 WINDING UP

- 30.2 If upon the winding up or dissolution of the Club there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of the Club. Instead, such property shall be given or transferred to some other charitable institution or institutions having main objects similar to the main objects of the Club. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Club under or by virtue of Clause 31 hereof. Members of the Club shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be

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given or transferred to some charitable object.

- 30.3 No addition, alteration or amendment shall be made to or in the provisions of this Constitution for the time being in force unless the same shall have been previously approved in writing by the Revenue Commissioners.
- 30.4 Annual audited accounts shall be kept and made available to the Revenue Commissioners on request.

31. TRANSITION PROCEDURES

- 31.1 This Constitution will generally take effect once adopted at the Annual General Meeting of the Club (26 January 2023), subject to the following:
- 31.2 Clause 6 [TRUSTEES] shall not take effect until Trustees are appointed.
- 31.3 In the event of an Officer of the Parent Club not being elected at an Annual General Meeting the members shall select such Officer(s) from their ranks.
- 31.4 The provisions of Clauses 10.1.4, 10.2.4 and 10.3.4 shall not take effect until after 2024 AGM at the earliest.