

Constitution
of
THREE ROCK ORIENTEERING CLUB
(Established 1976)



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| NAME | 1. | Three Rock Orienteering Club, abbreviated "3ROC". |
| OBJECTIVES | 2.1 | To promote the sport of orienteering. |
| | 2.2 | To organise orienteering events to a high standard. |
| | 2.3 | To assist members in developing their orienteering skills. |
| COLOURS | 3. | The club colours are red, black and white. |
| CLUB CREST | 4. | Three orienteering boulder signs triangulated with "3ROC" below (as detailed above). |
| MEMBERSHIP | 5. | <ul style="list-style-type: none">(a) Shall be open to all those who apply on an official club application form and who pay the annual subscription.(b) The Committee shall have the right to refuse membership to any applicant and need not give a reason for such a refusal.(c) The annual subscription becomes due and payable to the Honorary Treasurer on 1 January in each year for the following year and must be paid by the 30th June. For new members joining during the year, the membership fee may be adjusted appropriately, as determined by the Committee from time to time.(d) Anyone who has not paid their subscription shall have no rights as a member, save those granted from meeting to meeting, but in no circumstances can they vote at General Meetings without paying the subscription due and complying with the other rules.(e) A member who has not paid their annual subscription by 30 June in each year will be deemed to have terminated their membership. |

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- Subscription: (g) The annual subscription shall be decided by the Committee from time to time.
- Categories of Membership: (h) Categories of member are: Honorary, senior, junior, student, family and group.
- (i) A person may be elected to honorary lifetime membership of the club on the unanimous decision of the Committee.
- (j) A member becomes a senior member on attaining his or her 18th birthday.
- (k) One or more adults in a family, and their children below 18 years or in full-time education, can become a family member.
- (l) A youth club, school etc., where their members have an interest in orienteering, can apply for group membership.
- Discipline: (m) Should the conduct of a member be considered prejudicial to the well-being or reputation of the Club, the Committee shall investigate the matter and, if dissatisfied, shall have the power to discipline, suspend or expel the member from the Club. The member shall then be informed of the reason for the Committee's action, and a member so suspended, disciplined or expelled shall be entitled to appeal to a special General Meeting of the Club, provided he/she shall give notice in writing to the Honorary Manager within 28 days of the receipt by him/her of the Committee's decision. At any such General Meeting a quorum shall be the lesser of 25% of the paid up members eligible to vote, or 10 said members.
- Resignation: (n) Any member resigning from the club must send his resignation in writing to the Honorary Manager who shall accept it if his or her subscription for the year has been paid.

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- MANAGEMENT OF CLUB
6. (a) The business and affairs of the Club shall be managed by a Committee elected at each Annual General Meeting, consisting of :
Honorary Manager
Honorary Treasurer
plus a minimum of three and a maximum of 5 others.
- (b) The Manager and Treasurer shall be the Officers of the Club.
- (c) Members of the Committee shall be members of the Club.
- (d) Proper accounts shall be kept by the Honorary Treasurer showing the financial affairs, receipts and disbursements of the Club.
- (e) Responsibility for Events, Mapping, Junior Affairs, Coaching, Public Relations, Child Protection, Development, or other functions, shall be allocated amongst the members as the Committee see fit.
- (f) The Committee shall have power to co-opt members.
- Sub-committees: (g) Sub-committees may be formed by the Committee for specific purposes. These may include Club members and any willing person deemed suitable by the Committee. Such Sub-committees shall be subordinate to the Committee and their recommendations may be over-ruled by the Committee.
- Meetings: (h) The Committee shall hold meetings whenever the business of the Club warrants it.
- Quorum: (i) The quorum for meetings of the Committee shall be three of the members.
- Minutes (j) Minutes shall be properly kept by the Honorary Manager and every motion or resolution passed, and decision arrived at, shall be recorded. Such Minutes, when duly authenticated as correct, shall be the sole evidence of such motion or resolution or decision. Such Minutes to be available for viewing by any member within 14 days of giving notice in writing
- Non-attendance: (k) In the event of the resignation or lengthy absence of an officer of the Club, the Committee shall be empowered by majority decision to appoint a replacement, who may or may not be a member of the Committee, to fill the vacancy in an acting capacity until the next Annual General Meeting.

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- FINANCIAL YEAR
7. (a) The Financial Year of the Club commences on 1st January and ends on 31st December. A Statement of Account, which shall include details of income and expenditure and a balance sheet for the year ended, audited by a qualified person, who shall be nominated by the Committee, shall be presented at each Annual General Meeting.
- Bank Signatories
- (b) Cheques drawn on the Club shall be signed by any two of the following: Honorary Manager, Honorary Treasurer and any other person nominated by the Committee.
- ANNUAL GENERAL MEETING
8. (a) The Annual General Meeting shall be held on a date to be fixed by the Committee, but not later than 28th February of each year.
- Notice:
- (b) A notice stating the date, time and place of the Annual General Meeting and the latest date for the receipt of Motions to be put before the meeting shall be circulated by the Honorary Manager to all members in writing and 28 days notice shall be given.
- Motions:
- (c) Motions shall be submitted in writing to the Honorary Manager at least 14 days in advance of the Meeting and shall include the names of both proposer and seconder.
- (d) Motions duly received shall be circulated to members prior to the meeting.
- (e) No rule shall be made, altered or rescinded except at an Annual or Special General Meeting and any motion of such intent must be given to the Honorary Manager at least 14 days in advance of the Meeting. A rule can only be changed by at least two-thirds of those present and who are eligible to vote.

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- Agenda: (f) An agenda for the Meeting, a copy of the Statement of Accounts and a list of motions shall be handed to every member present at the Annual General meeting.
- Elections: (g) Nominations for officers and other Committee members may be made at or before the Annual General Meeting, and each nomination shall be made by at least two paid up club members eligible to vote, and shall be made with the consent of the nominee in person or in writing. Any qualified club member not available to attend the Annual General Meeting may be proposed, if such a member has previously signified to his/her proposer that he/she is willing to go forward for election.
- (h) Persons proposed for a post of Officer should be a member of the Club for at least twelve months prior to the Annual General Meeting.
- (i) An Officer may not hold the same office for more than three consecutive years. However, an officer can stand for re-election to the same post after three consecutive years if agreed by the out-going Committee and passed at the Annual General Meeting by those present who are eligible to vote.
- Quorum: (j) At the Annual General Meeting a quorum shall be the lesser of 20% of paid up members eligible to vote or 20 such members. If an Annual General Meeting is adjourned to another date because of the absence of a quorum, at the re-fixed meeting business may commence after 30 minutes after the announced starting time without a quorum.
- Minutes: (k) Minutes shall be properly kept by the Honorary Manager and every motion or resolution passed, and decision arrived at, shall be therein recorded. Such Minutes when duly authenticated as correct shall be the sole evidence of such motion or resolution or decision. Such Minutes must be available for viewing by any member within 14 days of giving notice in writing.

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- GENERAL MEETINGS
9. (a) A General Meeting may be held at the request of the Committee or at the request of a club member where he/she has the support of at least 25% of the members eligible to vote. The purpose of calling the Meeting must be notified to the Honorary Manager. Each member shall be notified in writing of the date, time and place and the purpose of the Meeting. The Meeting shall be convened not earlier than fourteen days, and not later than thirty days, after receipt of the requisition by the Honorary Manager.
- (b) A Chairperson for the Meeting shall be elected by the paid-up members present.
- MOTIONS AND AMENDMENTS AT GENERAL MEETINGS INCLUDING ANNUAL GENERAL MEETINGS:
10. (a) The first proposition on any particular subject shall be known as the original motion and all subsequent propositions on that subject shall be called amendments. Every motion and amendment must be moved and seconded by paid up members eligible to vote.
- (b) Notice of any further amendments must be given before the first amendment is put to the vote. The sequence of voting on amendments shall be in the reverse order, i.e. the last amendment proposed shall be voted upon first. If not passed, then the second last amendment shall be dealt with, and so forth.
- (c) All amendments must be true amendments and not contradictions of the original motion. The Chairperson's ruling in this regard shall be final.
- (d) If an amendment is carried, it displaces the original Motion and itself become the substantive Motion. No further amendment relating to it may be moved.
- VOTING
- 11 (a) At General Meetings all members shall have the right to attend and speak.
- (b) Senior and honorary membership shall entitle a member to one vote. Family membership shall entitle the family to two votes, provided two adults of the family are present. Group membership shall entitle the group to four votes if four or more adult members are present. In each case, if a smaller number of the adults in the family or group are present, then they will each have one vote. In all cases only paid up members shall be entitled to vote. Junior members have no votes.
- (c) Except where otherwise stated in these Rules, all decisions shall be by a simple majority of those present and voting. The only vote allowed to the Chairperson of any meeting shall be a casting vote in the event of a tie, and the Chairperson must in all circumstances cast a vote.

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| GENERAL | 12. | (a) | The club and members shall abide by the rules of the Irish Orienteering Association. |
| | | (b) | All competitions shall be under the rules of the Irish Orienteering Association. |
| | | (c) | The Club is fully committed to safeguarding the wellbeing of its members. Each 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 Children's Sport in Ireland". |
| AFFILIATIONS | 13. | | The Club may affiliate with such organisations as are deemed beneficial to the sport of orienteering. |
| REPRESENT-
ATIONS | 14. | | The club will only be represented at meetings of relevant governing bodies or other organisations by members or other persons authorised by the Committee. |
| DISSOLUTION | 15. | (a) | The club shall not dissolve except by special resolution at a General Meeting. Such special resolution shall be notified to all members in writing at least one calendar month beforehand.
A special resolution to dissolve the Club requires a quorum of 30% of members eligible to vote and may only be passed by a majority of two thirds of the votes cast. |
| | | (b) | In the event of dissolution club assets will be re-assigned to the Irish Orienteering Association or to another affiliated orienteering body as agreed by resolution of the general meeting. |
| INTERPRET-
ATION OF
RULES | 16. | | The Committee shall have the power to interpret the Rules of the Club and the decision shall be final. At an Annual or General Meeting the Chairperson, or in his absence the Chairperson of the Meeting, shall rule on all questions of interpretation.
Any reference in this Constitution to communication in writing shall be understood to include communication by e-mail. |

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