

# RUSH GOLF CLUB

## CONSTITUTION AND RULES

Updated February 2022

## 1. Name and Objectives

1.1 The name of the Club shall be Rush Golf Club.

1.2 The Club shall be affiliated to the Golf Ireland (GI).

### 1.3 The Game:

The Rules of the Game of Golf as it is to be played by members in all categories shall be those of the Royal and Ancient Club of St. Andrews, unless where varied to suit local requirements and local rules.

1.4 The objective of the Club is the provision of facilities for the playing of amateur games of golf by men, women and juniors and generally to promote amateur games among its members. The Club may also provide such outdoor and indoor games, activities and social functions as maybe considered desirable from time to time.

GI and the PGA are fully committed to safeguarding the well being of their members. Every individual in golf should at all times, show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport*. In working with young people in golf our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from bullying and intimidation. Rush Golf Club endorses this statement.

## 2. Trustees and Property of the Club

2.1 The assets and property of the Club shall be vested in three trustees.

2.2 The Trustees shall be elected by a majority of the members present and voting at a General Meeting. On a vacancy occurring a new Trustee shall be elected in the same way. The Trustee shall hold office for a period of six years, unless on death or resignation or if removed by Resolution of a General Meeting. Commencing at the Annual General Meeting in 2002 the longest serving Trustee shall retire biennially but may offer himself or herself for re-election. Any Trustee who shall cease to be a member of the Club shall be deemed to have resigned his or her trusteeship. The Trustees shall deal with such assets and property as directed by a Resolution of a General Meeting. The Trustees shall deal with such assets and property as directed by a Resolution of the Committee, of which an entry in the Minute Book signed by the Chairperson shall be conclusive evidence, and in so far as the assets and property of the Club may be deficient, they and the other members of the Committee shall be indemnified against liability, expenses and obligations incurred by them by reason of their position as Trustees or Members of the Committee, by the Ordinary Members of the Club.

2.3 There shall be no acquisition or disposal of land or any building without the prior approval of the Ordinary Members given by way of Resolution at an Annual or General Meeting called for that purpose at which not less than three-fourths of those present and voting, pass such resolution.

2.4 For the avoidance of any doubts only Ordinary Members, Life Ordinary Members and Honorary Life Ordinary Members shall have an interest in the assets and property of the Club.

### **3. Management Committee**

#### **3.1 Description**

The Management Committee is the body elected by the Ordinary Members convened in general meeting. It is charged with responsibility for the management of the business and affairs of the Club and has the rights and duties set out in these rules.

#### **3.2 Membership of the Management Committee**

3.2.1 Membership of the Management Committee shall consist of the following:- The President, Three Trustees (Non-Voting), Men's Golf Section Captain and Vice-Captain, Ladies Golf Section Captain and Vice-Captain, Honorary Secretary, Honorary Treasurer, and five ordinary members. A total of two of the five ordinary members will be appointed by the Men's Golf Section and the Ladies Golf Section Committees from among their respective committee membership i.e. one member from each committee.

3.2.2 Officers of the Club shall consist of the President, Captains, Honorary Secretary and Honorary Treasurer.

3.2.3 The Honorary Secretary or the Club Manager/Secretary Manager shall conduct the correspondence of the Club. The Honorary Secretary shall keep full and correct minutes of the proceedings of the Management Committee and of all General Meetings.

#### **3.3 Election Procedure**

The President, Honorary Secretary, Honorary Treasurer and five members shall be elected at the Annual General Meeting. The Men's Golf Section Captain and Vice-Captain, and the Ladies Golf Section Captain and Vice-Captain shall be members of this committee.

3.3.1 Eligibility for members seeking election either as officers or members shall be restricted to Ordinary Members and Life Ordinary Members as defined in Rule 5. Notwithstanding this, if the Ladies Golf Section Captain and/or Vice Captain is not an Ordinary Member, she shall be afforded the rights of an Ordinary Member for that year.

3.3.2 To be eligible to become an Officer, a candidate must be an Ordinary Member or a Life Ordinary Member of the Club for at least three years (years spent as a Lady Associate/Five Day member/Annual Member shall count in this regard).'

3.3.3 Nominations for Officers and Committee accompanied by declaration of the nominee's consent must be made in writing and must reach the Honorary Secretary ten days before the Annual General Meeting.

3.3.4 All candidates for the Committee shall be proposed and seconded by Ordinary Members or Life Ordinary Members and elected by ballot. In the event that there are more candidates for Committee than there are vacancies, a secret ballot shall be held at the Annual General Meeting by the Chairperson. If insufficient nominations are received, the Committee elected, shall at its first meeting, co-opt members to fill the vacancies.

- 3.3.5 Save for the Trustees and the outgoing Vice Captains of the Men's and Ladies Golf Sections, the Committee, both Officers and Members thereof, must retire annually but shall be eligible for re-election without nomination for up to a maximum of 5 consecutive years'
- 3.3.6 Any Officer may vacate his or her office by resigning or by ceasing to be a member of the Club or by the action of the Annual or Special General Meeting of the Club. The Committee must, however, fill any such vacancy as soon as possible. The person so appointed shall hold office until the next Annual General Meeting. Should a member of the Committee resign during his or her period of office, the Committee may operate notwithstanding that there be such a vacancy or vacancies.

#### **3.4 Meetings of the Management Committee**

The Management Committee shall meet on at least twelve occasions in the year at intervals of not more than six weeks and seven members thereof shall form a quorum. The Committee at its first meeting each year shall formally appoint a Chairperson who shall preside at all meetings of the Committee. In the absence of the Chairperson, the Committee shall elect a Chairperson for that meeting. The Chairperson of the meeting shall have a casting vote in addition to his/her own vote.

### **4. Rights and Duties of the Management Committee**

- 4.1 The Management Committee shall be empowered to make, amend and/or rescind bye-laws as the need arises and for the general regulation of the Club.
- 4.2 The Management Committee shall be empowered to create Sub Committees as and when required. Such Sub Committees shall be given terms of reference by the Management Committee. The Chairperson of any such Sub Committee shall be an elected member of the Management Committee. All Sub Committees shall keep minutes of their meetings, which shall be available to the Management Committee if required.
- 4.3 The Management Committee, without prejudice to the generality of its management power, shall have the power in the name of and for and on behalf of the Club to employ a General Manager or a Secretary Manager and such other staff under such terms and conditions as the Management Committee may decide for the purposes of the Club and to dismiss any person so employed as the Management Committee shall deem fit and proper. Any employment agreement or termination notice for the purpose of this Rule shall be in accordance with Employment Legislation and executed by any two Officers of the Club.
- 4.4 The Management Committee shall be responsible for all the assets of the Club and for providing bar and catering facilities for the membership, guests and visitors.
- 4.5 The Management Committee shall be responsible for formulating Club policy on the future development and direction of the club in all its activities and for putting forward proposals in relation thereto for the approval of the members.
- 4.6 The Management Committee shall ensure that all goods, supplies and services shall be purchased or otherwise acquired in accordance with procedures and conditions and within the limits laid down from time to time by the Management Committee. In the case of emergency, however, an expenditure not exceeding €2000 may be approved provisionally by any two Officers.
- 4.7 The Management Committee shall be responsible for maintaining a marketing policy and plan for the Club's fund raising and other activities and be proactive in promoting the Club in its various endeavours.
- 4.8 No major alterations shall be made to the Golf Course, Clubhouse or other Buildings that would change the original character or design without first having plans drawn up. These

plans to be displayed in the Clubhouse for a reasonable time. Subsequently the Management Committee of the day shall put these before a General Meeting for approval of the Members.

- 4.9 The Management Committee shall prescribe the days and times when Members shall have the use of the course for competitions. The Management Committee shall also decide on the facilities to be afforded to Societies subject to the bye-laws in force from time to time.
- 4.10 The use of the Course, Clubhouse and Bar will be available to visitors on payment of Green Fee charges in accordance with such Rules as laid down from time to time by the Management Committee.
- 4.11 Any member introducing a visitor to the facilities of the Club shall first cause such visitor's name together with his or her own name, to be entered in a book provided for this purpose. Thereafter, such member will be fully responsible for the conduct and behaviour of the said visitor.
- 4.12 The Management Committee may, however, suspend the use of the Course by visitors at any time and shall have the power to refuse the use of the Course and/or the Clubhouse to any particular visitor.

## **5. Membership**

The following shall constitute the membership of the Club.

- 5.1 **Ordinary Members & Life Ordinary Members:**  
Being persons over the age of 21 years in any year. They shall be entitled to the use of the Clubs facilities in accordance with these Rules. They shall have the right to attend and vote at all General Meetings of the Club and of the Ladies and Men's Golf Sections as appropriate. They may propose new members and nominate and be nominated for office subject to any condition imposed by these Rules. Life Ordinary Members shall be restricted to a maximum of 35 members.
- 5.1a Annual Membership being persons over the age of 21 years in any year. They shall be entitled to the use of the Club facilities in accordance with these rules. They shall not have the right to attend and vote at any General Meetings of the Club They may not propose new members and shall not be nominated to the Management Committee, Ladies, or Men's club committees. The fees shall be determined by the Management Committee and this category member shall be eligible to play in such Club Competitions as the Committee may decide.
- 5.2 **Honorary Members:**  
Those only who have rendered exceptional service to the Club or to the Game of Golf, or whose distinguished or influential position or public service would render their membership an asset to the Club shall be granted Honorary Membership on a year to year basis only. A decision to grant Honorary Membership shall be made by the Management Committee on the unanimous recommendation of the men's golf section committee in the case of male ordinary members and the ladies golf section committee in the case of female ordinary members.'
- 5.3 **Lady Associates:** Being Ladies who are recorded by the Club as Lady Associates on the 30<sup>th</sup> September 2001 and none others. They shall have the uses of the Course and Clubhouse subject to the terms and conditions as the committee shall determine. Lady Associates may attend and vote at General Meetings of Rush Golf Club Ladies Section. No new Lady Associate shall be elected after the 30<sup>th</sup> September 2001 as this category closed on the 30<sup>th</sup> September 2001 and will be phased out in time.
- 5.4 **Five Day Member:** Being persons over the age of 21 on the 1<sup>st</sup> January in any year who shall normally be entitled to the use of the course on weekdays, Monday to Friday, and the Club facilities at all times. They may attend meetings of the Ladies or Men's Golf Sections as appropriate but will have no voting rights at such meetings. The number of five-day members shall be limited to 50.

- 5.5 Pavilion Members: A limited number of pavilion members may be elected, and they shall have neither voice nor vote in the management of the Club and shall not be entitled to play on the course by virtue of such association nor to attend a General Meeting of the Club.
- 5.6 Junior Members: Being persons over the age of 8 on the 1<sup>st</sup> January of any year and under the age of 21 on the 1<sup>st</sup> of January of any year or students, under the age of 25, in full time third level education, who shall be eligible to play in such Club Competitions and at such times as the Committee may decide.
- 5.6.1. Junior Categories:
- Class 3 Being persons over the age of 8 and under the age of 15 on the 1<sup>st</sup> January in any year.
- Class 2 Being persons over the age of 15 and under the age of 18 on the 1<sup>st</sup> January in any year.
- Class 1 Being persons over the age of 18 and under the age of 21 on the 1<sup>st</sup> January in any year, or students, under the age of 25, in full time third level education on the 1<sup>st</sup> January in any year.
- Intermediate Class Being persons over the age of 21 and under the age of 25 not in full time education on 1<sup>st</sup> January in any year.
- 5.7 Transition Member: Being persons over the age of 25 and under the age of 30 on 1<sup>st</sup> January. They shall not have the right to attend and vote at any General Meetings of the Club. They may not propose new members and shall not be nominated to the Management Committee, Ladies or Men's club committees. This category member shall be eligible to play in such Club Competitions and at such time as the Committee may decide.
- 5.8 Overseas and Country Members: Members of Rush Golf Club can become Overseas or Country Members and must have a home club other than Rush Golf Club. Overseas and Country Members shall be eligible to play in such Club Competitions and at such times as the Committee may decide. Country Members are defined as those residing outside a 50 mile radius of Rush Golf Club.  
If a member wishes to revert to full/5day (subject to availability) within 5 years of moving to overseas/country, they may do so at no entrance fee charge just the normal subscription, applicable levies and charges will apply. After 5 years have lapsed since the transfer to overseas/country membership, applicable club entrance fee charges will apply.
- 5.9 Only Ordinary Members, Life Ordinary Members and Honorary Life Ordinary Members shall have the right to attend and vote at General Meetings of the Club.
- 5.10 Lady Associates, Five Day Members, Pavilion Members, Junior Members, Overseas and Country Members shall be entitled to use of the Clubhouse and Course in accordance with the Rules and Regulations of the Management Committee.
- 5.11 Membership Numbers: A majority in attendance at the Annual General Meeting or any Special General Meeting of the Club shall decide membership numbers in all categories.

## **6. Entrance Fees, Annual Subscriptions and Additional Charges.**

- 6.1 Entrance Fees for each category will be determined from time to time by the Annual General Meeting and shall become due as determined by the Executive Committee for newly elected Five Day Member, Pavilion Member or Junior Member or Transition Member. The current Entrance Fees for each category are removed except for 6.1.1 but may be reintroduced as determined from time to time at an Annual General Meeting of the Club.
  
- 6.1.1 The Entrance fee to the category of Life Ordinary Membership shall be twenty three times the annual subscription at the time of application to the category. An Ordinary Member currently meeting the criteria outlined in 6.4 will receive the same level of discount as outlined in 6.4 when paying the entrance fee to the Life Ordinary Membership category. This entrance fees may be repaid to the Life Ordinary Member by the Management Committee, at which time the member returns to the Ordinary Member Category
  
- 6.2 Subscriptions shall be determined from time to time by the Annual General Meeting or Special General Meeting and shall become due on the 1<sup>st</sup> January each year.
- 6.2.1 Ordinary Members, save for the Officers of the Club and Life Ordinary Members, shall be liable for the full Annual Subscription.
- 6.2.1 Lady Associates shall be liable for 50% of the full Annual Subscription.
- 6.2.2 Five Day Members shall be liable for 70% of the full Annual Subscription.
- 6.2.3 Fee for Pavilion Membership to be determined by the Executive Committee each year.
- 6.2.4 All Junior Membership Classes shall be liable to subscriptions as agreed by the Management Committee on an Annual Basis.
- 6.2.5 Overseas and Country Members shall be liable for 25% of the full Annual Subscription.
- 6.2.6 Transition Members shall be liable for 60% of the full annual subscription
- 6.3 Additional Charges may be determined from time to time by the Annual General Meeting or Special General Meeting and shall become due as determined by the Annual General Meeting or Special General Meeting.
- 6.3.1 Save for Pavilion Members and Junior Members and Transition Members, all categories of members shall be liable to the full Additional Charges.
- 6.3.2 Pavilion Members shall be liable for a percentage of the Additional Charges as determined from time to time by the Annual General Meeting or Special General Meeting.
- 6.4 An Ordinary Member, Lady Associate Member or Five Day Member with 25 years continuous membership and having the attained the age of 65 during a calendar year, shall be entitled to have their Annual Subscription reduced by 30% in the following year.
- 6.5 The Golf Ireland poll tax as appropriate, shall be added to the Annual Subscription.
- 6.6 All Subscriptions and Locker Rents are payable in advance and shall be paid on the 1<sup>st</sup> day of January in each year. Any member of a category liable to pay a subscription & levy whose subscription & levy is unpaid on the 1<sup>st</sup> February immediately following the said payment date, shall not be eligible to win any prize in any competition held by the Club. Any member

of a class liable to pay a subscription whose subscription & levy is unpaid on the 1<sup>st</sup> March immediately following the said payment date, shall cease to be a Member of the Club.

- 6.7 Lady Associates may apply for Ordinary Membership. On election to Ordinary Membership a Lady Associate will not be liable to pay an Entrance Fee due at the time of her election.
- 6.8 Junior Members with five years or more continuous membership may apply for Five Day Membership or Ordinary Membership or Annual Membership on reaching the appropriate age. On election a Junior Member, with five years or more continuous membership, will not be liable to pay an Entrance Fee due at the time of his/her election.
  - 6.8.1 Junior Members with less than five years continuous membership may apply for Five Day Membership or Ordinary Membership on reaching the appropriate age. On election a Junior Member, with less than five years continuous membership, will be liable to pay 75% of the Entrance Fee due at the time of his/her election.
- 6.9 Transition members with three years or more continuous membership may apply for Five Day Membership or Ordinary Membership. On election a Transition Member with three years or more continuous membership, will not be liable to pay an Entrance Fee due at the time of his/her election.
- 6.10 Transition members with less than three years continuous membership may apply for Five Day Membership or Ordinary Membership. On election a Transition Member with less than three years continuous membership, will be liable to pay 75% of the Entrance Fee due at the time of his/her election.

## **7. Admission of Members**

- 7.1 The election of all Ordinary Members, Honorary Members, Five Day Members, Pavilion Members, Junior Members, Transition Members and Overseas and Country Members shall be in the hands of the Management Committee and shall be by secret ballot and one dissentient in five shall exclude.
- 7.2 Each candidate for election shall be posted by the Honorary Secretary at least two weeks prior to the meeting at which such applications are to be considered together with the names of the Proposer and Seconder in each case. Both Proposer and Seconder must have been Ordinary Members of the Club for not less than one year. Each ordinary member shall be restricted to one proposal in each category whether by way of Proposer and Seconder, in any one year.
- 7.3 When the membership falls below the limit laid down by the previous Annual General Meeting for that category, applicants for membership, in chronological order, in that category shall be put forward for selection by ballot as candidates for admission at the next monthly meeting of the Management Committee. Those selected shall be voted on by the Management Committee.

Candidates for election to Ordinary Membership shall be accepted only from Five Day Members, Lady Associates, Junior Members, Transition Members and Annual Members with two years consecutive membership.

- 7.4 No persons shall be considered in Membership until their first subscription and entrance fee has been received by the Honorary Secretary and, on receipt of same, they submit themselves to the Club Rules, Local Rules and Bye-laws. After election of a candidate for admission to the Club, the Honorary Secretary shall send the candidate a note of election. If the subscription and entrance fee is not paid within one month of receiving this notification, it will be taken that the offer of membership is declined and the election shall be void. It shall be the



duty of every elected member to acquaint himself/herself with the Rules of the Club and with the rules and etiquette of the game of golf and to abide by them.

- 7.5 Should the conduct of a member of any category of membership either in the Club or elsewhere be deemed to be injurious to the good name, character or interest of the Club, a Sub-Committee of the Management Committee comprising the President, Captain, Lady Captain and Hon. Secretary shall call upon such member to give an explanation either orally or in writing for any such conduct. If any such member, having been called upon, fails to give such explanation or explanation so given shall be deemed to be insufficient, the Sub-Committee may suspend such member for a definite stated period of the use of the Course, Clubhouse and privileges of the Club, or request such a member to resign and on resignation the un-expired portion of his/her annual subscription shall be refunded. Should the member fail to resign, he/she shall stand suspended sine die. In that event a refund of the un-expired portion of his/her annual subscription shall not be entertained. An appeal against the decision or ruling of this Sub-Committee under this Rule, may be taken by the member concerned to a special meeting of the Management Committee with the exclusion of the Sub-Committee members, which shall be called by the Honorary Secretary for a date not more than one calendar month after receipt of such appeal.

## **8. Finance**

- 8.1 The financial affairs of the Club shall be the responsibility of the Management Committee in general and the Trustees and Honorary Treasurer in particular. Correct accounts and books showing the financial affairs, receipts and disbursements of the Club shall be kept by the Honorary Treasurer or under his supervision. They shall be examined and certified by the Honorary Treasurer and proper receipts and payments, accounts and bank reconciliation shall be submitted to the Committee at each meeting.
- 8.2 The Annual Accounts of Rush Golf Club for submission to the Annual General Meeting shall be prepared and audited by the Club's Auditor who shall be elected at the Annual General Meeting.
- The Management Committee shall appoint an external auditor to audit the Club's Annual Accounts.
- 8.3 The Management Committee shall be empowered to open Bank Accounts in the name of the Club and all transactions in these accounts shall be authorised by the Trustees and Honorary Treasurer or such persons who may be authorised in writing by them.
- 8.4 Subject to the authority of the Management Committee, the Honorary Treasurer shall also have responsibility for the finances of both the Men's and Ladies Golf Sections and shall monitor actual receipts and payments against the approved budgets.
- 8.5 No member of the Club shall have any personal interest in the purchase of or sale of the Club or any article in the Club except in the normal course of the Club's business.
- 8.6 The Management Committee, with the approval of the trustees, shall have the power to borrow for the purposes of the Club either at one time or from time to time whether on the security of the Club's assets and property or otherwise such amounts of money, as may be sanctioned by Resolution of a General Meeting, in such form and at such rate of interest (if any) as shall be specified therein.

## **9. Annual General Meeting.**

- 9.1 The Annual General Meeting of the Club shall be held in November or December of each year for the alterations or making of amendments to the Constitution; receiving secretarial and financial reports; the election of Officers and Management Committee for the coming year. Notices of Motion shall be sent to the Honorary Secretary ten days before the Annual General Meeting, and must be posted in the Clubhouse, with the names of the proposers and seconders, for seven days before the meeting. Notices of motion must specify the constitution rule number, its existing wording and the proposed change in wording of the rule'
- 9.2.1 The elections of President, Trustees, Honorary Secretary, Honorary Treasurer and Committee members shall be by ballot. No proxies shall be allowed.
- 9.2.2 The method of voting at an AGM (except where currently provided for in the Constitution) will be decided by a majority show of hands vote at the start of the AGM
- 9.3 Twenty one days' notice of the Annual General Meeting shall be given to each Ordinary Member and Honorary Life Ordinary Member and a copy of the Club Annual Accounts shall accompany such notice. A list of the retiring Officers and Members of the Management Committee showing the number of Committee meetings attended by each during the preceding year, shall be included in the Notice of the Annual General Meeting. The notice and attachments listed above will be sent electronically, where the member has the capability of receiving electronic mail.
- 9.3.1 Questions on the Accounts should be submitted, in writing, to the Honorary Secretary seven days prior to the Annual General Meeting.
- 9.4 The Chairperson of the Management Committee shall be Chairperson of such meeting. In his/her absence, the Chairperson shall be nominated by the Committee. Only Ordinary Members, Life Ordinary Members and Honorary Life Ordinary Members shall be entitled to be present and vote at the Annual General Meeting.

## **10. Special General Meeting.**

- 10.1 Special General Meetings of the Club may be called by the Trustees, the Management Committee or on a requisition to the Honorary Secretary signed by at least 10% of the Ordinary Membership stating the business to be brought forward.
- 10.2 No business shall be transacted at such meeting except that specified in the requisition for such meeting or contained in the Agenda issued by the Honorary Secretary. One week's notice at least, of a Special General Meeting shall be given to each member of the Club. This notification can be sent to members electronically, where the member has the capability of receiving electronic mail. Voting shall be as provided under Rule 5. It shall not be competent to re-open any matter disposed of at a Special General Meeting until a period of six months shall have elapsed, or at the Annual General Meeting if held within that period.

## **11. Complaints.**

- 11.1 All complaints must be made to the Honorary Secretary, in writing, who, if unable to resolve the complaint, will submit same to the Management Committee and their decision thereon shall be final.

## **12. Men's Golf Section.**

- 12.1 The Objectives of the Men's Golf Section shall be the efficient administration and organisation of all matters directly relating to the playing of golf and the promotion of amateur golf among its members.
- 12.2 Membership of the Men's Golf Section shall be the male members of Rush Golf Club in all categories of membership as defined in Rule 5.
- 12.3 The Men's Golf Section Committee shall be responsible for: -
  - 12.3.1 The management of handicaps and the monitoring of compliance by all male members with the handicap system in strict accordance with the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of the National Golf Unions (CONGU).
  - 12.3.2 The organisation and management of Club competitions for male members in all categories and the purchase of prizes in accordance with Club policy.
  - 12.3.3 The selection and management of teams for all Golf Ireland competitions and such other inter-club competitions as may be approved from time to time by the Management Committee.
  - 12.3.4 Ensuring adherence to the Rules and Regulations of the Royal & Ancient Club of St. Andrews and the Golf Ireland.
  - 12.3.5 Agreeing dates for mixed competitions with the Ladies Golf Section.
  - 12.3.6 Preparing a competitions diary annually in consultation with the Ladies Golf Section for the approval of the Management Committee.
  - 12.3.7 Ensuring that all expenditure must remain within the budget and control of the Honorary Treasurer.
- 12.4 Committee Membership.
  - 12.4.1 The Committee shall consist of: The Captain, Vice-Captain, Secretary, Treasurer and five other ordinary members.
  - 12.4.2 Nominations for Officers and Committee accompanied by declaration of the nominee's consent must be made in writing and must reach the Honorary Secretary ten days before the Annual General Meeting of the Men's Golf Section.
  - 12.4.3 Save for the nominated Vice Captain, all candidates for the Committee shall be proposed and seconded by ordinary members and elected by ballot. In the event that insufficient nominations are received, the Committee elected, shall at its first meeting, co-opt ordinary members to fill the vacancies. If there are more candidates than are vacancies, a secret ballot shall be held at the Annual General Meeting. The Committee may by co-option fill a vacancy arising during the year. Save for the Vice Captain the Committee members must retire annually but shall be eligible for re-election. The Vice Captain shall succeed the Captain. To be eligible to become Captain or Vice-Captain a member must be an ordinary member of the Club for at least three years (years spent as a Five Day member/Annual Member shall count in this regard).
  - 12.4.4 The Committee shall be empowered to appoint Sub-Committees to deal with any matters which fall within its jurisdiction. The Chairperson of any such sub-committee shall be an elected member of the Committee. All sub-committees shall keep minutes of their meetings, which shall be available to the Committee if required.
  - 12.4.5 The Committee shall meet monthly on a date prior to the meeting of the Management

Committee. Meetings shall be chaired by the Captain or in his absence, the Vice Captain. The quorum for a meeting shall be five and the chairperson, in the case of a tied decision, shall have a casting vote.

- 12.4.6 A copy of the minutes, signed by the chairperson of the meeting, should be available to the Management Committee, if requested. A monthly report on finances should be sent to the Honorary Treasurer. Only key issues arising should be reported to the Management Committee through the aegis of the Captain or Vice-Captain.
- 12.5 The Annual General Meeting of the Men's Golf Section shall be held no later than 15<sup>th</sup> November in any year. A Notice of intention to hold the Annual General Meeting, signed by the Men's Secretary shall be posted on the Club Notice Board at least two weeks prior to the date of the meeting and such notice shall be taken as due notice for the purposes of sub-section 4.3 of this Rule and for the submission of Matters for Discussion at the Annual General Meeting of the Men's Golf Section should be notified to the Secretary of the Men's Golf Section 5 days before the Annual General Meeting.. Notices of Motion shall be confined to areas relevant to the Men's Golf Section.
- 12.5.1 The business of the Annual General Meeting shall be to receive the Committee's report on the matters falling within its jurisdiction, the election of Secretary, Treasurer and five Ordinary Members to the Committee and notices of motion (if any).
- 12.5.2 If the majority of members present wish any question under discussion to be put to the vote by ballot, that mode of voting shall be adopted, otherwise decisions will be taken by a show of hands.
- 12.5.3 The Captain shall preside at the meeting. All male members except Pavilion Members and Junior Members and Transition Members are eligible to attend the meeting, but only ordinary members shall be entitled to vote at the meeting.

### **13. Ladies Golf Section.**

- 13.1 The objectives of the Ladies Golf Section shall be the efficient administration and organisation of all matters directly relating to the playing of golf and the promotion of amateur golf among its members.
- 13.2 Membership of the Ladies Golf Section shall be the female members of Rush Golf Club in all categories of membership as defined in Rule 5.
- 13.3 The Ladies Golf Section Committee shall be responsible for:
- 13.3.1 The management of handicaps and the monitoring of compliance by all female members with the Ladies Handicap System as approved by Golf Ireland.
- 13.3.2 The organisation and management of Club competitions for female members in all categories and the purchase of prizes in accordance with Club policy.
- 13.3.3 The selection and management of teams for all Golf Ireland competitions and such other inter-club competitions as may be approved from time to time by the Management Committee.
- 13.3.4 Ensuring adherence to the Rules and Regulations of the Royal & Ancient Club of St. Andrews and Golf Ireland.
- 13.3.5 Agreeing dates for mixed competitions with the Men's Golf Section.
- 13.3.6 Preparing a competitions diary annually in consultation with the Men's Golf Section for the approval of the Management Committee.

- 13.3.6 Ensuring that all expenditure must remain within the budget and control of the Honorary Treasurer.
- 13.4 Committee Membership.
- 13.4.1 The Committee shall consist of The Captain, Vice-Captain, Secretary, Treasurer, Handicap Secretary and three other members.
- 13.4.2 Nominations for Officers and Committee accompanied by declaration of the nominee's consent must be made in writing and must reach the Honorary Secretary ten days before the Annual General Meeting of the Ladies Golf Section.
- 13.4.3 Save for the nominated Vice Captain, all candidates for the Committee shall be proposed and seconded by ordinary members or lady associates and elected by ballot. In the event that insufficient nominations are received, the Committee elected, shall at its first meeting, co-opt members to fill the vacancies. If there are more candidates than there are vacancies, a secret ballot shall be held at the Annual General Meeting. The Committee may by co-option fill a vacancy arising during the year. Save for the Vice Captain, the Committee members must retire annually but shall be eligible for re-election. The Vice Captain shall succeed the Captain. To be eligible to become Captain or Vice-Captain, a candidate must be an ordinary member of the Club for at least three years (years spent as a Lady Associate Member/Five day Member/Annual Member shall count in this regard).
- 13.4.4 The Committee shall be empowered to appoint Sub-Committees to deal with any matters which fall within its jurisdiction. The Chairperson of any such Sub-Committee shall be an elected member of Committee. All Sub-Committees shall keep minutes of their meetings, which shall be available to the Committee if required.
- 13.4.5 The Committee shall meet monthly on a date prior to the monthly meeting of the Management Committee. Meetings shall be chaired by the Captain or in her absence, the Vice Captain. The Quorum for a meeting shall be five and the Chairperson, in the case of a tied decision, shall have a casting vote.
- 13.4.6 A Copy of the minutes, signed by the chairperson of the meeting, should be available to the Management Committee, if requested. A monthly report on finances should be sent to the Honorary Treasurer. Only key issues arising should be reported to the Management Committee through the aegis of the Captain or Vice-Captain.
- 13.5 The Annual General Meeting of the Ladies Golf Section should be held not later than the 15<sup>th</sup> November in any year. A Notice of Intention to hold the Annual General Meeting, signed by the Lady Secretary shall be posted on the Club Notice Board at least two weeks prior to the date of the meeting and such notice shall be taken as due notice for the purposes of sub-section 4.2 of this Rule and for the submission of. Matters for Discussion at the Annual General Meeting of the Ladies Golf Section should be notified to the Secretary of the Ladies Golf Section 5 days before the Annual General Meeting. Notices of Motion shall be confined to areas relevant to the Ladies Golf Section.
- 13.5.1 The business of the Annual General Meeting shall be to receive the Committee's report on the matters falling within its jurisdiction, the election of Secretary, Treasurer, Handicap Secretary and five Members to the Committee and notices of motion (if any).
- 13.5.2 If the majority of members present wish any question under discussion to be put to a vote by ballot, that mode of voting shall be adopted; otherwise decisions will be taken by a show of hands.
- 13.5.3 The Captain shall preside at the meeting. All female members except Pavilion Members and Junior Members are eligible to attend the meeting but only Ordinary Members and Lady Associates are entitled to vote at the meeting.

## 14. Intoxicating Liquor.

- 14.1 The Club shall, at all times, be bound by the PROVISIONS OF THE Registration of Clubs Act (1904-2004) and any amendments there to;
- (1) Subject to the exception specified in sub paragraph (2) of this Clause, no excisable liquor shall be supplied for consumption on the club premises to any person (other than a member of the club lodging in the club premises) or be consumed on those premises by any person (other than such a member) –
- a) At any time on Christmas Day or Good Friday or
  - b) On any other day, outside the following hours;
  - c) St Patrick’s Day; between 12.30 and 12.30 a.m. on the following day
  - d) The 23<sup>rd</sup> December; if it falls on a Sunday, between 10.30 a.m. and 11.30pm
  - e) Christmas Eve and the Eve of Good Friday; between 10.30 a.m. and 11.30pm
  - f) The Eve of any Public Holiday (other than Christmas Eve);  
If the Eve falls on a weekday, between 10.30 a.m. and 12.30 a.m. on the following day, or  
If it falls on a Sunday, between 12.30p.m. to 12.30 a.m. on the following day.
  - g) Any other Sunday (except a St Patrick’s Day which falls on a Sunday); between 12.30pm and 11.00pm.
  - h) Any other Monday, Tuesday, Wednesday or Thursday between 10.30 a.m. and 11.30pm and
  - i) Any other Friday or Saturday; between 10.30a.m. and 12.3a.m. on the following day.
- 2) Nothing in the Registration of Clubs Acts 1904-2004 or contained, by virtue only of the operation of Clause 12.1 above, to prohibit the supplying for consumption on the club premises of excisable liquor to any person or the consumption of excisable liquor on those premises by any person-
- i. On Christmas Day, between 12.00 midday and 10.00pm, or
  - ii. On any other day, for one hour after the exception of an period in respect of that day during which it is lawful for the club, by virtue of Clause 12.1 (b) above to supply any excisable liquor for consumption on the club premises; -
- If in each case the excisable liquor is –
- 1) Ordered by or on behalf of that person at the same time as a substantial meal is so ordered and,
  - 2) Consumed by that person during the meal or after the meal has ended.
- The hours specified in paragraph 12.1 )1) (b) above in respect of any days specified in that paragraph are in addition to the period between midnight and 12.30a.m. on that day, where that period is included in the hours so specified in respect of the eve of that day.  
In paragraph 12.1 (1) “Public Holiday” has the meaning given to it by the Organisation of Working Time Act 1997.
- 14.2 No excisable liquor shall be sold or supplied to any person under the age of eighteen years.
- 14.3 No member of the Management Committee and no employee of the Club shall have any personal interest in the sale of excisable liquor in the Club premises unless on the invitation and in the company of a member and that member shall, upon admission of such visitor to the

Club with such liquor, enter his/her own name and the name and address of the visitor in a book which shall be kept for the purpose and which shall show the date of each visit.

- 14.4 Except as permitted by section 30 of the Intoxicating Liquor Act 2000, a visitor shall not be supplied with excisable liquor in the Club premises unless on the invitation and in the company of a member and that member shall, upon admission of such visitor to the Club premises, or immediately upon his/her being supplied with such liquor, enter his/her own name and the name and address which shall show the date of each visit.
- 14.5 No person under the age of 18 shall be allowed in the licensed area of the Club after 9.00pm. However, a child who is accompanied by his/her parent or guardian may be allowed into the licensed area of the Club between the hours of 10.30 a.m. (12.30pm on Sunday) and 9.00pm.
- 14.6 A child who is aged at least 15 years but under the age of 18 years and who is accompanied by his/her parent or guardian may be allowed into the licensed area of the Club on the occasion of a private function at which a substantial meal is served to persons attending the function.
- 14.7 No excisable liquor shall be sold for consumption outside the premises of the club, except to Club Members, between the hours of 8 o'clock in the morning and 10 o'clock at night.
- 14.8 The Management Committee may alter or add to these Rules for the purpose of complying with the Registration of Clubs Act (1904-2004) and any amendments thereto, or for the purpose of satisfying the requirements of the members in accordance with such laws.
- 14.9 In addition to the foregoing Rules, the Rules and Regulations embodied in the Registration of Clubs Acts (1904-2004) and the Acts extending and amending the same shall be deemed Rules of the Club.

## **15. Interpretation of the Rules.**

- 15.1 The foregoing Rules shall be the fundamental laws of the Club and shall not be altered except by way of Resolution at an Annual General Meeting or General Meeting.
- 15.2 All questions as to the interpretation of the Rules shall be referred to the Management Committee whose decision shall be final.

## **16. Timescale for Implementation.**

- 16.1 Save for the following exception this Constitution and Rules will come into effect immediately following acceptance by Ordinary Members at a Special General Meeting.
  - (a) The election of the President will take place at the Annual General Meeting to be held in November/December 2003 for the year commencing 1<sup>st</sup> January 2004.