

Knockanally Golf Club

Constitution and Rules

1 Constitution and Rules.

This document sets out the Constitution and Rules of Knockanally Golf Club (The Club). The Constitution and Rules are herein referred to as The 'Rules'.

2 Name of Club

The name of the club shall be Knockanally Golf Club and this shall be the common name by which the Executive Council, the Men's Club and the Ladies Club shall be individually and collectively known.

3 Golf Club Property

- 3.1 "The Club shall be the Proprietor or Lessee or Occupier of the golf course and facilities situated at Knockanally Donadea Co Kildare and shall operate the golf course and facilities in accordance with and subject to the terms and conditions of such lease or license for the time being granted to the club."

4 Objects

4.1 Knockanally Golf Club shall:-

- 4.1.1 Facilitate the playing of amateur golf and generally promote amateur games of sport among its members.
- 4.1.2 Under the auspices of the Executive Council, delegate to the Men's Club and to the Ladies Club the authority to control and administer the playing of Men's golf and Ladies golf respectively. Except in matters relating to the control of golf handicaps and the Men's and the Ladies Clubs constitutional obligations to the GUI and ILGU respectively, the Executive Council may over-rule the decisions of either subordinate club should it so decide.
- 4.1.3 The Executive Council is authorised to manage matters of common interest (other than men's golf, ladies golf and their related activities) between the men's club and the ladies club subject to and as provided in the Rules.

4.2 The Men's Club shall:-

- 4.2.1 Promote the Amateur game of golf amongst its members.
- 4.2.2 Apply for affiliation of the Golfing Union of Ireland and undertake to accept and abide by the Constitution and Bye-Laws of the Golfing Union of Ireland to which the club is affiliated and the Bye-Laws of the Leinster Branch of such Union.
- 4.2.3 In compliance with the Union Bye-Laws to pay, on every 1st January, or on such other date as may be determined by the Union, such capitation fees or other annual contribution as may from time to time be levied by the recognised golfing authorities, for every male playing member of the club at the end of its financial year.
- 4.2.4 Accept and apply the standard Scratch Score and Handicapping system as prescribed and implemented in the Rules of Golf and the Rules of Amateur Status.
- 4.2.5 Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.

4.3 The Ladies Club shall:-

- 4.3.1 Promote the Amateur game of golf amongst its members.
- 4.3.2 Apply for affiliation of the Irish Ladies Golfing Union and undertake to accept and abide by the Constitution and Bye-Laws of the Irish Ladies Golfing Union to which the club is affiliated and the Bye-Laws of the Leinster Branch of such Union.
- 4.3.3 In compliance with the Union Bye-Laws to pay, on every 1st January, or on such other date as may be determined by the Union, such capitation fees or other annual contribution as may from time to time be levied by the recognised golfing authorities, for every female playing member of the club at the end of its last financial year.
- 4.3.4 Accept and apply the handicapping system as prescribed by the Irish Ladies Golf Union and such rules there under as may require to be implemented from time to time by such Union.
- 4.3.5 Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.

5 Members

- 5.1.1 Knockanally Golf Club shall consist of the following categories of members:

Full Members

Junior Members

Student Members

Honorary Members

Overseas Members

Senior Members

Country Members

Such other category of membership as may be approved by a simple majority

of the full members of Knockanally Golf Club at a general meeting from time to time.

- 5.1.2 These categories and their entitlements shall be determined by the officers of the Executive Council on such terms and conditions as may from time to time be agreed at a General Meeting of members.

5.2 Member Categories

5.2.1 Full

The combined number of members shall be determined by the Executive Council and shall not exceed 1000. Subject to the above provisions, the individual numbers in the full member category will be as laid down by the Executive Council from time to time. A full member is a person over 18 years of age on the 1st day of the current subscription year who has paid

the full annual subscription and is not subject to the provisions of clause 5.2.3

5.2.2 Junior Member

A Junior member is a member who is 17 years or younger on the 1st day of the current subscription year.

5.2.3 Student Member

A student member is a member who is 23 years or younger on the 1st day of the current subscription and is also either a full-time student or an apprentice or trainee and not in receipt of a full-time income. In the case of both Junior members and Student members, it is a requirement that they apply each year for membership of the Club and that their application be approved by the Executive Council.

5.2.4 Other Categories

Save where otherwise provided by the rules the numbers for each other category shall from time to time be specified by the Executive Council.

5.2.5 Men's Club

The membership of the Men's Club shall consist of male members who are members of Knockanally Golf Club.

5.2.6 Ladies Club

The membership of the Ladies Club shall consist of female members who are members of Knockanally Golf Club.

5.2.7 Senior Member

A Senior Member shall be a full member of the club and have reached 70 years of age on or before the 1st of January of the current subscription year.

5.2.8 Country Member

Country Members shall comprise persons whose permanent residence is more than 100km distant from Knockanally Golf Course, provided each applicant for this category is already a voting member of another club which is affiliated to either Union. Such membership shall terminate as and when the member comes to reside permanently within 100km of the course or ceases to be a voting member of another affiliated golf club.

6 Trustees

6.1.1 All assets if any of Knockanally Golf Club shall be vested in Trustees on behalf of the members.

6.1.2 The number of Trustees shall normally be not less than three and not more than five.

6.1.3 Each Trustee shall be a member of Knockanally Golf Club and shall be appointed by the Executive Council and subsequently ratified by the members at the next General Meeting, but all decisions made by the Trustees during the period prior to the ratification by the members of such Trustees, would not be invalidated. No personal liability shall attach to any Trustee except to the extent of funds or property of the Club actually received by him or her.

- 6.1.4 Each Trustee shall hold office for 10 years or until he or she resigns or ceases to be a member or is removed from office by a resolution carried by a special majority of the members present and voting at a General Meeting of Knockanally Golf Club.
- 6.1.5 Whenever the number of Trustees shall fall below three the resulting vacancy shall be filled as soon as practicable by the Executive Council. An appointment made in this manner would be subject to ratification by the members at the next General Meeting, but all decisions made by the Trustees during the period prior to the ratification by the members of such a Trustee, would not be invalidated. Pending the filling of such vacancy the remaining Trustees shall have vested in them the powers and duties applicable to the full body of the Trustees. No personal liability shall attach to any Trustee except to the extent of funds or property of the Club actually received by him or her.
- 6.1.6 The Trustees shall be entitled to attend all meetings of the Executive Council, without voting rights, in their capacity as Trustees.

7 Executive Council

- 7.1.1 The Executive Council shall consist of eight members.
- 7.1.2 Only persons who are currently full members of Knockanally Golf Club and who have been full members of Knockanally Golf Club for a period of not less than two years are eligible to be members of the Executive Council.
- 7.1.3 The Captains of the Men's Club and the Ladies Club shall automatically be members of the Executive Council for the duration of their terms of office.
- 7.1.4 The other members (herein referred to as the elected members) of the Executive Council, shall be elected by the members in general meeting.
- 7.1.5 At the first Annual General Meeting following the appointment of the first elected members of the Executive Council one third of the elected members shall retire from office and thereafter one third of the elected members shall retire from office each year by rotation.
- 7.1.6 A retiring member may offer himself/herself for re-election at any Annual General Meeting at which he/she is retiring
- 7.1.7 Nominations for membership of the Executive Council shall be made in accordance with Clause 19.4
- 7.1.8 The members of the Executive Council shall elect a Chairman to preside over all meetings of the Executive Council.
- 7.1.9 In the event of a tie in the votes cast at meetings of the Executive Council the Chairman of the Executive Council shall have a casting vote.
- 7.1.10 The Executive Council shall have the power to manage the affairs of The Club in accordance with this constitution, in particular to all the provisions of Clause 11.
- 7.1.11 The Executive Council shall have the power to appoint from the general body of the members of the club such sub-committees as they may

consider necessary from time to time and to dissolve any sub-committees as they see fit.

7.1.12 Five members present shall constitute a quorum for a meeting of the Executive Council.

8 Committee and Officers

8.1 The Men's Club

8.1.1 The Men's Club shall have the following Officers: -

Captain	
Vice	Captain
Honorary	Secretary
Honorary	Treasurer
Honorary	Handicap
Honorary	Competition
Honorary	Secretary
Honorary Inter-Club Team Co-ordinator.	

8.1.2 In addition to the Officers, the Men's Club shall have a maximum of six other committee members

8.1.3 The Officers and committee members, with the exception of Vice Captain who shall be elected pursuant to clause 11.2.2, shall be elected annually at a General Meeting of the Men's Club.

8.1.4 The Officers and committee members shall be known collectively as the Men's Committee.

8.2 The Ladies Club

8.2.1 The Ladies Club shall have the following Officers:-

Captain	
Lady	President
Vice	Captain
Hon	Secretary
Hon	Treasurer
Hon	Handicap
Hon	Competition
Ex Officio Past Captain	Secretary

8.2.2 In addition to the Officers the Ladies' Club shall have a maximum of six other committee members

8.2.3 The Officers and committee members shall be elected annually at a General Meeting of the Ladies' Club, with the exception of the Lady Vice Captain, who shall be elected pursuant to Clause 11.3.2 and the Lady President, who shall be nominated by the Ex-Officio, the current Lady Captain and her Vice-Captain and ratified by the ladies committee of that time.

8.2.4 The Officers shall be elected annually at a General Meeting of the Ladies Club.

8.2.5 The Officers and committee members shall be known collectively as the Ladies' Committee

9 Liabilities

9.1 Every Trustee, member of the Executive Council and Officer of the Men's and Ladies Clubs shall be entitled to be indemnified out of the assets of the Club against all losses or liabilities he or she may incur or sustain in or about the execution of their duties or otherwise in relation thereto and no Trustee, member of the Executive Council or Officer of the Men's and Ladies Clubs shall be liable for any loss, damage or misfortune which may happen to or be incurred by the Club in the execution of those duties , or in relation thereto unless the same shall happen through his or her own dishonesty.

10 Meetings and Chairman

10.1 Knockanally Golf Club

10.1.1 The Chairman of the Executive Council shall chair all meetings of Knockanally Golf Club.

10.1.2 The Chairman shall have a casting vote in addition to his/her own except where the Chairman shall be the proposer or seconder of a Resolution before the meeting in which case another member of the Executive Council shall be moved to the Chair for the purpose of that Resolution.

10.2 Men's Club / Ladies Club

10.2.1 The Men's Captain or, if absent, The Men's Vice Captain shall act as Chairman at all general meetings of the Men's Club. The Ladies Captain or if absent, The Ladies' Vice Captain shall act as Chairman at all general meetings of the Ladies Club. If both of the foregoing are absent or decline to preside at the respective meetings any other Officer appointed Chairman by the meeting may preside as Chairman.

10.2.2 The Chairman at any meeting of the Men's or Ladies Clubs shall have a casting vote in addition to their own.

10.2.3 If the Chairman shall be the proposer or seconder of the Resolution before the meeting another Officer, as outlined at 10.2.1 above may be moved to the chair for the purpose of dealing with that Resolution.

10.3 Meetings

10.3.1 Separate meetings may be convened where appropriate of Knockanally Golf Club, the Men's Club and the Ladies Club so however that any decisions made at meetings of the Men's Club or the Ladies Club may be amended or rescinded at a meeting of Knockanally Golf Club subject only to the exceptions specified in Clause 4.1.2 .

10.3.2 Meetings of Knockanally Golf Club, the Men's Club and the Ladies Club are hereinafter referred to collectively as meetings of The Club.

11 Management

11.1 Executive Council, Knockanally Golf Club

11.1.1 Only Full Members of Knockanally Golf Club shall have vote or voice at meetings of the Club and the right to receive notice of and attend General Meetings and Extraordinary General Meetings of the Club.

11.1.2 The Executive Council are empowered to make and from time to time to alter or rescind such local rules, bye-laws and regulations for the management of the Club as they may consider necessary. Such local rules, bye-laws and regulations shall be posted on a Club Notice Board and every Member, Visitor or other person using the clubhouse or course shall be subject to and must comply with them.

11.1.3 The Executive Council shall ensure that proper books and records are maintained showing all monies received and expended by the Club, all sales and purchases of goods by the Club and the assets and liabilities of the Club. The accounts and books must be kept in such a manner as is necessary to give a true and fair view of the state of the Club's affairs and to explain its transactions. The Executive Council is responsible for all bank accounts opened in the name of the Club.

The Executive Council shall have the power to borrow in the name of the Club and for the purposes of the Club such amounts as they deem fit up to a maximum of 30% of the amount collected on subscriptions during the immediate financial year. Any borrowing above this limit shall not be authorised without first being approved by a simple majority of the members in general meeting. In the event that the Club should fall into arrears with its borrowings or if the Club shall fail to keep within its permitted overdraft limit for more than 90 days it shall be the obligation of the Executive Council to convene as quickly as possible a general meeting of the members to inform the members of the Club's financial situation and to discuss same. For the purposes of this clause the term borrowing shall include all loans, overdraft and other facilities, leasing agreements and third party guarantees.

Income will be derived mainly from the following sources: Membership Subscriptions, Societies, Green Fees, Competition entry fees from the men, the ladies, mixed, opens, juniors, etc., Sponsorships, Franchises, etc.

Expenditure will be incurred mainly as follows: costs incurred in the running of the Club (salaries, wages, fuel, power, water, light, IT costs, maintenance and repair of the clubhouse, the golf course, the machinery, etc), costs incurred in all competitions including team competitions, costs incurred for purchasing of prizes

They will be obliged to account to the members each year at the AGM on all financial matters.

The Executive Council has the authority to delegate some of these roles to the Men's' Committee and the Ladies' Committees as appropriate but where such roles are delegated then the Executive Council must receive, from those to whom they delegate such roles, appropriate reports that will ensure the Executive Council can comply with its obligations to the members as outlined above.

11.1.4 The Executive Council except as otherwise provided in these Rules, shall have power to regulate its own procedures.

11.2 Men's Club

- 11.2.1 The Business and affairs of the Men's Club shall comprise the running of Men's golf, which shall be under the jurisdiction and control of the Men's Committee.
- 11.2.2 The Incoming Captain of the Men's Club shall nominate a member of the Men's Club as his Vice Captain who shall be ratified at a meeting of past Men's Captains who are currently Full Members of Knockanally Golf Club and the Men's Captain in office. The meeting shall be convened by the last serving qualifying past Men's Captain and shall take place before the Annual General Meeting of the Men's Club.
- 11.2.3 Only male Full Members of the Knockanally Golf Club shall have vote or voice at general meetings of the Men's Club.
- 11.2.4 Each Honorary officer must be a male member of Knockanally Golf Club. Each shall hold office for one year unless he resigns, ceases to be a member or is removed from office by a resolution carried by a special majority of the members present at a meeting of the Men's Club. Each shall be eligible for re-election but may not serve as an Honorary Officer for a period of more than three consecutive years. On ceasing to be an Honorary Officer he shall be ineligible for election as an officer on the committee in the same capacity for a period of two years. If an Honorary Officer resigns during the year an acting Honorary Officer shall be appointed by the Men's Committee to complete that year.
- 11.2.5 To be eligible for elections as an Officer or a committee member of the Men's Club Committee a candidate must be at least two years a male Full Member of Knockanally Golf Club.
- 11.2.6 The Men's Committee shall have the power to co-opt a male member of the Club to fill any vacancy that may occur in its ranks, and any person so co-opted shall only hold office until the next Annual General Meeting.
- 11.2.7 A member of the Men's Committee shall automatically cease to hold office on resignation as a member of Knockanally Golf Club or on being removed from office by a resolution carried by a special majority of the male members present and voting at a general meeting of the Men's Club.
- 11.2.8 In the event of a ballot for election to the Men's Committee no ballot paper shall be valid which does not contain names for the full number of members to be elected.
- 11.2.9 The Men's Committee shall hold at least eight meetings per calendar year and each member of the Committee shall be given at least three days notice of the meeting.
- 11.2.10 The Men's Committee may, at their discretion, appoint a male member qualified for election to their Committee as required at 11.2.5 above to fill any vacancy which may occur in their ranks. Any member so appointed shall hold office only until the next Annual General Meeting of the Men's Club. They shall then be eligible for re-election and the time served on the Men's Committee as an appointee shall not be taken into account in determining the maximum term of office as outlined at 11.2.4 above.

- 11.2.11 Five members including not less than two Officers present shall constitute a quorum at a meeting of the Men's Committee.
- 11.2.12 The chairman of Men's Committee meetings shall be determined in accordance with Clause 10.2.1.
- 11.2.13 The Men's Committee shall ensure that within the powers and duties delegated by the Executive Council proper books and records shall be maintained showing all monies received and expended.
- 11.2.14 The Men's Committee, save where otherwise provided in these Rules, shall have power to regulate its own procedure and may form sub-committees to deal with golf related matters.
- 11.2.15 The Men's Committee's interpretation of the rules of the Men's Club shall be binding unless set aside by a General Meeting of the Men's Club.
- 11.2.16 The Men's Committee shall be empowered to act as the Club for the purpose of the word "Club" where it appears in the rules of the Irish Men's Golf Union.
- 11.2.17 The Men's Committee shall have the power to make rules for the conduct of Competitions. Such rules shall be posted beforehand and are binding on all members and visitors.
- 11.2.18 The Men's Committee shall appoint competition and handicapping sub-committees, which shall have responsibility for competition and handicapping matters in the club.

11.3 The Ladies Club

- 11.3.1 The Business and affairs of the Ladies Club shall comprise the running of Ladies golf which shall be under the jurisdiction and control of the Ladies Committee.
- 11.3.2 The nomination of a Lady member for Lady Captain shall be made by the incoming Lady Captain, who will select her Lady Vice Captain and then notify her committee, past captains and past presidents.
- 11.3.3 The officers and members of the Ladies Committee shall be elected at a general meeting of the Ladies Club, with the exception of the Lady President who shall be nominated in accordance with clause 8.2.3. Only female Full Members of Knockanally Golf Club shall have vote or voice at general meetings of the Ladies Club.
- 11.3.4 Each honorary officer must be a female member of Knockanally Golf Club. Each shall hold office for one year unless she resigns, ceases to be a member or is removed from office by a special majority of the members present at a meeting of the Ladies Club Committee. Each shall be eligible for re-election but may not serve as an Honorary Officer for a period of more than three consecutive years. On ceasing to be an Honorary Officer she shall be ineligible for election as an officer on the Committee for a period of two years. If an Honorary Officer resigns during the year, an acting Honorary Officer shall be appointed by the Ladies Committee to complete that year. The Lady President shall serve for 3 years.

- 11.3.5 To be eligible for elections as an Officer or a Committee member of the Ladies Committee a candidate must be at least two years a female member of Knockanally Golf Club.
- 11.3.6 The Ladies Committee members, who are not Honorary Officers, shall serve for three years. Retiring Committee members shall be ineligible for re-election for one year, but may go forward for election as an Honorary Officer subject to the conditions in Clause 11.3.4 above. The Ladies Committee shall have the power to co-opt a Lady member to fill any vacancy that may occur in their ranks, and any Lady so co-opted shall only hold office until the next Annual General Meeting.
- 11.3.7 A member of the Ladies Committee shall automatically cease to hold office on resignation from Knockanally Golf Club or on being removed from office by a resolution carried by a special majority of female members present and voting at a general meeting of the Ladies Club.
- 11.3.8 In the event of a ballot for election to the Ladies Committee no ballot paper shall be valid which does not contain names for the full number of members to be elected.
- 11.3.9 The Ladies Committee shall hold at least eight meetings per calendar year and each member of the Committee shall be given at least three days notice of the meeting.
- 11.3.10 The Ladies Committee may, at their discretion, appoint a female member qualified for election to their Committee as required at 11.3.5 above to fill any vacancy that may occur in their ranks. Any member so appointed shall hold office only until the next Annual General Meeting of the Ladies Club. They shall then be eligible for re-election and the time served on the Ladies Committee as an appointee shall not be taken into account in determining the maximum term of office as outlined at 11.3.6 above.
- 11.3.11 Five members including not less than two officers present shall constitute a quorum at a meeting of the Ladies' Committee.
- 11.3.12 The Chairman of the Ladies Committee shall be determined in accordance with Clause 10.2.1.
- 11.3.13 The Ladies Committee shall ensure that within the powers and duties delegated by the Executive Council proper books and records shall be maintained showing all monies received and expended.
- 11.3.14 The Ladies Committee, save where otherwise provided in these Rules, shall have power to regulate its own procedures and may form sub-committees to deal with golf related matters.
- 11.3.15 The Ladies Committee's interpretation of the rules of the Ladies Club shall be binding unless set aside by a General Meeting.
- 11.3.16 The Ladies Committee shall be empowered to act as the Club for the purpose of the word "Club" where it appears in the rules of the Irish Ladies Golf Union.
- 11.3.17 The Ladies Committee shall have the power to make rules for the conduct of competitions. Such rules shall be posted beforehand and shall be binding on all members and visitors

- 11.3.18 The Ladies Committee shall appoint a Competition and Handicapping Committee, which shall have responsibility for handicapping matters in the Club.

12 Election of Members

- 12.1.1 The Executive Council shall be entitled to exercise all the powers of Knockanally Golf Club and the election of all categories of members and shall determine the procedures to be adopted with regard thereto. The acceptance of members shall be at the sole discretion of the Executive Council. The Executive Council may delegate this function to the Men's Committee and or the Ladies Committee but the ultimate responsibility for the election of members shall rest with the Executive Council.
- 12.1.2 It shall be the duty of every member of Knockanally Golf Club to acquaint themselves with the Rules, and each member of Knockanally Golf Club shall be bound thereby and by all acts or deeds of any person acting for or on behalf of Knockanally Golf under any power, authority or discretion conferred by or pursuant to the Rules.

12.2 Payment of Fees

- 12.2.1 Upon election the member shall forthwith pay to the Club an entrance fee to be determined by the Executive Council in addition to any other payment or fee and the annual subscription appropriate to his or her category. If the same shall not be paid within one month from the date of the notification of election the election shall be deemed void.
- 12.2.2 No candidate shall be a member until the entrance fee (if any) and subscription have been paid as provided in Clause 12.2.1 above.
- 12.2.3 Upon payment of the entrance fee (if any) and subscription the candidate shall become a member in his or her category and shall thereby accept and be bound by the Rules.

13 Annual Subscription, Vouchers, Levies

13.1 Members shall pay subscriptions, fees and levies as provided by the Rules.

- 13.1.1 The annual club subscription for each category of membership shall be determined by the Executive Council and the amount so determined shall continue until altered by a subsequent determination of the Executive Council.
- 13.1.2 Subject to the provisions of Clause 13.1.3 hereof, all annual subscriptions are payable in accordance within the rules laid down by the Executive Council. The year will commence on the 1st January or any such date determined by the Executive and will end on the last day of December or any such date following. No person can compete in any Club competitions or take part in any meeting of the Club, the Executive Council or the Men's or Ladies Committees unless he or she has paid his or her subscription for the current year in accordance with the rules laid down by the Executive Council.
- 13.1.3 The Executive Council shall have the discretion to abate the subscription payable by any person elected a Member where 6 months of the current

subscription period has elapsed. Such a figure will be a fraction of the subscription represented by the number of months of the current year then remaining against the full year. For this purpose, part of a month shall count as a month.

- 13.1.4 In addition to subscriptions, all categories of Members shall pay such capitation fees or other annual contributions as may from time to time be levied by a recognised and properly constituted golfing authority.

14 Men's Club and Ladies Club

- 14.1** The Men's Club and Ladies Club shall have the management of their own affairs subject to the approval of the Executive Council.

15 Junior and Student Members

- 15.1** Subject to such conditions as may from time to time be imposed by the Executive Council by regulations, a limited number of persons such as students, apprentices or trainees not in receipt of a normal income or its equivalent, up to the age of 23 years inclusive, may be elected as Junior or Student Members. If a person so elected shall cease to fulfil the qualifications indicated he or she shall no longer enjoy the status of Junior or Student Member. Junior and Student members shall have neither voice nor vote at any meetings of the club.
- 15.2** Sons and daughters of Members may be given priority for election over other candidates in this category.
- 15.3** The Executive Council may make regulations from time to time governing the participation of Junior and Student Members in competitions and their entitlement or otherwise to win prizes.

16 Honorary Members, Distinguished Persons and Overseas Members

- 16.1 Honorary** **Members.**
A limited number of persons who have distinguished themselves by public or golfing service or have rendered special service to the Club may, on recommendation of the Executive Council, be elected to be Honorary Members of the Club. Subject to these Rules such election shall be until death or resignation or for such other period as the Executive Council shall determine. Honorary members shall not have a vote at any meeting of the Club and shall not be eligible to serve on the Executive Council or as Officers of the Men's or Ladies Clubs.

- 16.2 Distinguished** **Persons.**
The Executive Council shall be empowered to invite distinguished persons to avail themselves temporarily of the amenities of the Club without payment of the entrance fee, subscription or green fee but without the right of voting at any meetings of the Club. Particulars of such invitations shall be posted on the notice board.

- 16.3 Overseas** **Members**
Persons residing outside the 32 Counties of Ireland may be elected as Overseas Members. To be eligible for election to this category, the candidate must be an existing Member of a recognised Golf Club situated outside the area specified above, or be or have been a member of Knockanally Golf Club. They shall have neither voice nor vote at any meetings of the Club.

17 Leave of Absence

- 17.1** The Executive Council shall have power of discretion to grant leave of absence to Members for one subscription year. During this period such Member shall be relieved of the responsibility for paying the club annual subscription and shall not be entitled to exercise any privileges of membership. Such leave of absence may be extended by the Executive Council.
- 17.2** The Executive Council shall have the power to allow a member during such leave of absence to nominate a person to avail of the membership entitlements provided that the said person is approved of by the Club as provided for in these rules and subject to the payment of the annual subscription as provided for in these rules.
- 17.3** Applications for leave of absence under this Rule giving the reasons therefore must be made to the Executive Council before the said subscription falls due.

18 Visitors

Save in the case of a visitor who is a member of a group, the name of which group and the number of persons in which group has been entered in the Visitors Book in accordance with the provisions of Clause 21.8 a Member may introduce visitors personally or by written introduction. The name, address and date of the visit of each visitor must be entered in the Visitor's Book and be attested by the signature of the introducing Member or, in the case of a written introduction, by an Officer of Men's or the Ladies Club. The charges for visitors using the course shall be fixed from time to time by The Executive Council who are also empowered to fix charges for visitors attending Club functions.

19 General Meetings

- 19.1** The Executive Council of Knockanally Golf Club and the Committees of the Men's Club and the Ladies Club shall convene General Meetings of their respective Clubs in the following circumstances:-
- 19.1.1 Once a year in the month of February (to be called the "Annual General Meeting") for the purpose of considering the Financial Report and the reports of the Officers and for the purpose of elections to the Club Committees. The notice period for this meeting shall be 21 days notice in writing which shall be sent to the last recorded address as notified to the Club by the member in writing.
- 19.1.2 Upon receipt of a requisition signed by not less than 10 per cent of the Full Members of the combined Golf Clubs that a General Meeting be convened and stating the business to be considered at such meeting.
- 19.1.3 Upon instruction of a majority of the Trustees.
- 19.1.4 Upon the resignation, en-bloc of any Committee.
- 19.1.5 When and if the Executive Council, the Men's Committee or the Ladies Committee deem it necessary or desirable.
- 19.2** A General Meeting other than the AGM shall be convened by not less than 14 days written notice signed and posted in the Clubhouse and sent to the Chairman in the case of a meeting of Knockanally Golf Club or the Honorary Secretary in the case of the Men's Club or the Ladies Club stating the date, time and place of

such meeting; setting out the agenda for such meeting and containing the text of any motion to be considered at that meeting.

- 19.3** Notices of motions and nominations of officers of the Men's or Ladies committee to be considered at any General Meeting of the Men's Club or the Ladies Club 19.9 must be sent to the Honorary Secretary of the relevant Club in writing, signed by the proposer and seconder, and posted by the proposer or seconder in the Clubhouse at least eleven days prior to the date of the meeting at which such motion is to be considered.
- 19.4** Notice of motions and nominations for the appointment of members of the Executive Council for consideration at a General Meeting of Knockanally Golf Club must be sent to the Chairman of the Executive Council in writing signed by the proposer and seconder and posted in the Clubhouse at least eleven days prior to the date of the meeting at which the motion is to be considered.
- 19.5** All minutes of meetings shall be dated and signed by the Chairman presiding at the meeting at which such minutes are read and confirmed and shall then be conclusive evidence of the correctness of the matters therein contained.
- 19.6** No business shall be conducted at any General Meeting in the absence of the attendance or election of an eligible Chairperson, and the attendance of a quorum of members which shall be 40 Full Members in the case of a General Meeting of Knockanally Golf Club and 20 eligible Full Members in the case of The Men's Club or the Ladies Club. If a quorum is not present within one hour of the time stated in the notice convening the meeting it shall be adjourned for a period of not more than 14 days and the Membership duly notified in writing of such adjournment and the date, time and venue to which the meeting stands adjourned and advising that upon the adjourned date the Meeting shall proceed whether or not a quorum is present. The Meeting may proceed on the date to which it has been adjourned whether or not a quorum is in attendance.
- 19.7** No motion may be discussed by any meeting until it has been formally proposed and seconded.
- 19.8** Voting at all General Meetings shall be personal and not by proxy. If a Simple Majority of Members present resolve that any Motion be decided by secret ballot then that mode of voting shall be used. Any motion shall be carried by a Simple Majority, unless otherwise provided for in these Rules.
- 19.9** Subject as aforesaid, these Rules may be repealed, altered or added to at any time by resolution passed at a general meeting of the Club by a Special Majority of members present and voting at such meeting. Written notice of any proposed change in these Rules (unless proposed by the Executive Council) must be sent to the Chairman and be signed by at least ten members. The Executive Council shall then determine, in accordance with these Rules, whether such proposals should be considered at any extraordinary general meeting or at the next succeeding annual general meeting.
- 19.10** Where necessary the Chairman shall appoint scrutinisers of any ballot.
- 19.11** The Chairman shall vacate the chair if requested so to do by a motion of no confidence carried by Special Majority of the Meeting.
- 19.12** The Chairman shall not refuse to allow a vote to proceed on a motion formally proposed and seconded

19.12.1.1 Of no confidence in the Chairman

19.12.1.2 For a secret ballot on any motion to be conducted

19.13 When a Motion for suspension of the Meeting has been carried by a Special Majority of such meeting the Chairman may suspend the operation of the Clauses 19.2 to 19.12 inclusive governing the conduct of meetings for a period of not longer than the duration of the meeting (adjournment included).

19.14 The accidental omission to give notice of a general Meeting or non-receipt of the notice of a General Meeting by a member entitled to notice shall not invalidate the proceedings at that General Meeting.

19.15 The Executive Council may determine such further procedures as it considers desirable for the efficient conduct of the business of a General Meeting.

20 Disciplinary Procedures

20.1 If any circumstances connected with the conduct of a Member are brought to the notice of the Executive Council, the Executive Council shall meet to enquire into such conduct, and if the Executive Council decides that the conduct in question may warrant the suspension, expulsion or other disciplinary sanction of such Member, he or she shall then be given notice in writing of the conduct in question. The notice shall contain all information, which in the reasonable opinion of the Executive Council the Member requires to exercise a fair right of reply. The Member shall also be given with the notice details of the date, time and venue of a subsequent meeting (to be referred to as "a Disciplinary Meeting") at which the conduct in question shall be considered, and shall have the right to make written submissions to, or appear in person and to be represented by another Club Member to speak at such meeting.

20.2 At the conclusion of the Disciplinary Meeting the Executive Council may resolve to expel that Member, or to suspend that member for a period not exceeding twelve months, or to impose such other disciplinary sanction as the Executive Council may consider just and shall give notice to the Member either in writing by registered post or by personal delivery to his or her last known address, or verbally by two authorised members of the Executive Council, within seven days of the date of the making of the decision.

20.3 During any period of suspension the Member shall not be entitled to enter upon the golf course or any of its buildings, whether in the company of another member or otherwise save only to collect any of his or her property or for the purpose of attending any General Meeting, or shall not be entitled to any refund or rebate of the whole or any part of his or her club annual subscription or other sums paid or payable by him or her to the Club in respect of the year during which the suspension occurs.

20.4 The Member shall have the right of appeal against the decision by notice in writing to be sent to and received by the Chairman within fourteen days of the date of the decision, and upon receipt of such notice, the decision shall not take effect for a further period of twenty-one days during which a general meeting may be convened pursuant to a requisition delivered in accordance with clause 19.1.2. If such a requisition is received within the period of 21 days, the decision shall not take effect until the General Meeting so convened shall decide by a Simple

Majority, whether the expulsion, suspension or other disciplinary sanction shall be confirmed or repealed. The appeal shall be dismissed if a valid requisition pursuant to clause 19.1.2 is not received within the said period of 21 days, unless the Executive Council should decide, upon request made in writing from the said Member for good cause, to allow an additional period to submit the requisition.

20.5 All voting under this Rule shall be by secret ballot.

21 Sale of Excisable Liquor

21.1 Subject to the exceptions specified in Clause 21.4 hereof, no excisable liquor shall be supplied for consumption on the Club premises (being the Premises at Knockanally Donadea Co Kildare the subject of the Club License granted by the District Court) to any person (other than a Member of the Club lodging in the Club premises) or be consumed on the Club premises by any person (other than a Member of the Club lodging in the Club premises) :-

At any time on Christmas Day or Good Friday;

On any other day, as specified hereunder, outside the times so specified in respect of such other day:-

St Patrick's Day – between 12.30 p.m. and 12.30 a.m. on the following day;

23rd December – if it falls on a Sunday, between 10.30 a.m. and 11.30 p.m.;

Christmas Eve and the eve of Good Friday – between 10.30 a.m. and 1.30 p.m.;

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 12.30 p.m. and 12.30 a.m. on the following day;

Any other Sunday (except a St. Patrick's Day which falls on a Sunday) between 12.30 p.m. and 11.00 p.m.;

Any other Monday, Tuesday or Wednesday – between 10.30a.m and 11.30p.m.
And -

Any other Thursday, Friday or Saturday – between 10.30 a.m. and 12.30 a.m. on the following day.

21.2 For the avoidance of doubt, the hours specified in 21.1 above, in respect of any day specified in that sub-paragraph are in addition to the period between midnight and 12.30 a.m. on that day where that period is included in the hours so specified in respect of the eve of that day.

21.3 In Clause 21.1 above "Public Holiday" shall have the meaning given to it by the Organisation of Working Time Act, 1997.

21.4 Notwithstanding the provisions of the Clauses 21.2 and 21.3 above, the supplying for consumption on the Club premises of excisable liquor to any person or the

consumption of excisable liquor on the Club premises by any person is permitted:-

- 21.4.1 On Christmas Day, between 12 mid-day and 10.00 p.m. Or
- 21.4.2 On any other day for one hour after the expiration of any period in respect of that day during which it is lawful for the Club by virtue of Clause 21.1 above to supply any excisable liquor for consumption on the Club premises, if in each case the excisable liquor is – Ordered by or on behalf of that person at the same time as a substantial meal is so ordered; and consumed by that person during the meal or after the meal has ended.
- 21.5 No Member of the Executive Council and no employee or Official of the Club shall have any personal interest in the sale of excisable liquor or in the profits arising from such sale and no excisable liquor shall be sold for consumption outside the premises of the Club except to the Members of Knockanally Golf Club.
- 21.6 No excisable liquor shall be sold or supplied to any person under the age of 18 years.
- 21.7 A visitor shall not be supplied with excisable liquor on the Club Premises unless on the invitation and in the Company of a Member.
- 21.8 Notwithstanding the provisions of Clause 21.1 where members of a group are visiting the club for the purpose of taking part in any pastime, sport, game of recreation at the Club or organising or taking part in the organisation of, or arrangements for, any such activity intoxicating liquor may be supplied to them at the request or in the presence of an official of the Club on the occasion of the visit. An official of the Club shall enter the name of the group concerned and the number of persons in it, in the Visitors Book. In this Rule “Group” means a Club (whether registered or unregistered) society or organisation.

22 Resignations

Any Member wishing to resign membership of Knockanally Golf Club shall inform the Chairman accordingly in writing prior to 1st of January in default of which the club subscription for the year commencing at that date shall be payable.

23 Complaints

Any complaints are to be made in writing to the Honorary Secretary of the Men’s Club or the Ladies Club, which ever is applicable who, if unable to resolve them, shall submit them to his or her Club Committee whose decision shall be final.

24 Rules of Golf

The Rules of Golf as they may from time to time be fixed by the Royal and Ancient Golf Club St. Andrew’s shall, as far as applicable, be the Rules of Golf for this club.

25 Alteration of Rules

Except as otherwise provided in the Rules any amendment of the Rules must be approved by Special Majority at a General Meeting of Knockanally Golf Club.

26 General

- 26.1** Any interpretation by the Committee of the respective Men's Club and Ladies Club of the Rules made by the Club shall be binding on every Member until set aside by a General Meeting of Knockanally Golf Club.
- 26.2** The sending in adequate time by ordinary prepaid post, except as otherwise provided in these Rules, of any paper or document to a Member at his or her recorded address as last notified in writing to the Club shall be sufficient compliance with any requirement as to notice in the Rules and a written certificate of the Chairman shall be accepted as proof of the date of posting.
- 26.3** Knockanally Golf Club in General Meeting may alter, add to or delete from these Rules, for the purpose of complying with the Equal Status Act 2000, any Act of the Oireachtas or a Bye-Law of the Local Authority by way of Simple Majority.
- 26.4** Except as otherwise provided by the Rules, no Rule of the Club shall be replaced or altered or new Rules made except by resolution carried by a special majority of the Members present and voting at a General Meeting of Knockanally Golf Club.
- 26.5** In these rules 'Simple Majority' means more than half of the votes validly cast and 'Special Majority' means two thirds of votes validly cast.
- 26.6** For the purposes of the Registration of Clubs Act, 1904 to 1988, and any statutory amendments affecting the Rules of the Club, Knockanally Golf Club hereby adopts and incorporates into the Rules, all amendments necessary to bring them into conformity therewith and these Rules shall be read and construed accordingly.

27 Personal Property

- 27.1** The Club shall not be responsible for any loss or damage sustained by any Member or third party arising out of the use of the facilities, to any personal belongings.
- 27.2** The Club shall not be liable in any way for any injury or damage to any visitor or other person using the facilities consisting of the course, the buildings or premises whether or not engaged in the Club's activities, games or functions. In particular Members shall be saved harmless and indemnified in respect thereof and Members shall hold one another suitably indemnified as against damage arising from any Club activities aforesaid and the Executive Council and the Committee of the Men's and Ladies Clubs shall not be responsible for the loss or damage to any Member or visitor or others. This rule shall not prejudice any claim by the Club or any Member against any insurance company.