



PORTLAOISE ATHLETIC CLUB

CONSTITUTION

1. Introduction:-

- 1.1. The name of the club shall be Portlaoise Athletic Club, hereinafter referred to as the club.
- 1.2. The registered address of the club shall be 55 Fieldbrook, Portlaoise, Co. Laois.
- 1.3. The club shall be affiliated to the Athletic Association of Ireland (hereinafter referred to as AAI) or its successor, the internationally recognised board catering for athletics in this country, and the rules, laws and regulations as framed and interpreted from time to time by the AAI shall be recognised and enforced by the club.
- 1.4. The club shall be affiliated to The Laois County Board and the Leinster Provincial Council of the Athletic Association of Ireland.
- 1.5. The articles of this constitution, together with the rules and bye-laws in the constitution of the AAI that apply to affiliated clubs, shall collectively form the rules of the club.

2. Objectives:-

2.1. The objectives of the club shall be: -

- (a) To develop, promote, control and manage athletics within the area adjacent to the club. The word 'ATHLETICS' deeming to mean - track & field, road, cross-country, marathon running and walking.
- (b) To help provide facilities for the pursuit of these activities
- (c) To encourage participation in AAI events and to organise competitions where appropriate.

2.2. Additionally, it is the aim of this Club:

- (a) To strive to ensure that no racial, religious, political or other kind of discrimination be allowed in athletics, and to take all practicable measures to stop such discrimination.
- (b) To strive to ensure that for all positions of responsibility in the Club, there shall be no discrimination toward race, religion, politics, age or sex.
- (c) To decide any dispute that may arise between registered members, if called upon to do so.

3. **Members: -**

3.1 All club members including committee members and coaches shall register annually with the Athletic Association of Ireland and will be subject to the rules and regulations of the AAI.

3.2. Membership of the club shall be open to:

(a) Full members, who shall be: -

(i) Active athletes, as defined in article 4 of the AAI constitution

(ii) Active officials, as defined in article 4 of the AAI constitution

(b) Associate members

(c) Honorary or life members

3.3 (a) Election of members, re 3.2 (a) and 3.2 (b) shall require the proposal and seconding of the candidate by two full members and balloted for by the committee present at the meeting. A minority vote of one in three to be excluded

(b) Election of members re 3.2 (c) shall be at a General Meeting with a minority vote of one in five to exclude from those present and eligible to vote.

4. **Running of the club: -**

4.1 The Annual General Meeting of the club shall be held at least once every year (with a maximum timeframe of 15 months)

(a) All members shall be entitled to attend A.G.M. and participate in

discussions, but only those over 15 years are eligible to make or second proposals, vote in ballots or accept nominations for election as an officer

(b) A quorum at the A.G.M. shall be 15 members over 15 years of age

(c) Each member will be notified at least 10 days before date of A.G.M.

4.2 The following officers, together with 6 committee members, will be elected at the A.G.M. and form the Executive Committee:

President,

Chairman,

Vice-Chairman,

Hon. Secretary, Assistant

Hon. Secretary,

Hon. Treasurer,

Registrar,

P.R.O.

Those elected at the A.G.M. will form the Executive Committee until the next A.G.M. or E.G.M. If a position becomes available during the term of office of any member of the Executive, the Executive has the power to co-opt a replacement member for the remainder of the term of the committee.

4.3 The Executive Committee has the power to appoint Assistants to The Hon. Treasure, Registrar and P.R.O.

4.4 The A.G.M. will also appoint a male and female welfare child officer, who will attend committee meetings when the need arises. (These officers may be among the six committee member elected at the A.G.M. but this is not necessary)

4.5 The A.G.M. may appoint an Honorary Safety Officer

4.6 The A.G.M. will also appoint the following Club Captains:

Men's Club Captain

Ladies Club Captain

4.7 The Executive Committee shall meet at least EIGHT times during the year (preferably once every month), with SIX present forming a quorum, the Chairman shall have the casting vote in addition to his ordinary vote in the event of a tie.

4.8 The Executive Committee shall hold office for one year, but shall be eligible, in whole or in part, for annual re-election.

4.9 The Executive Committee shall have the power to appoint sub-committees over which they will have the power to veto. The chairman of such sub-committees must always be a member of the Executive Committee

- 4.10 If the action or conduct of any member(s) is deemed to be discreditable or detrimental to the good of the club, the Executive Committee will set up a Discipline Board to investigate the complaint. The Discipline Board after giving due consideration to the member concerned shall be empowered to apply suitable punishment including suspension or expulsion. This punishment is to be ratified by the Executive Committee.
- 4.11 All decisions of the Discipline Board, referred to 4.10 above, must be made in accordance with fair procedures and natural justice. All decisions may be appealed in accordance with any policies and procedures drawn up for the purpose of Discipline
- 4.12 An Extraordinary General Meeting shall be called by the Hon Secretary when instructed by the Executive Committee or upon a requisition, in writing setting out the reason for and, signed by at least 10 full members. Such a meeting shall be convened within FIVE weeks after receipt of such a request.
- 4.13 The club shall register club colours, which shall confirm with IAAF/AAI rules. These colours are - a red singlet with white band around the chest.
- 4.14 The club will endeavour to recruit coaches for all disciplines in conformity with the coach education programme.
5. Trustees: -
- 5.1 The club shall have the power to elect a minimum of 3 (Three) and a maximum of 5 (Five) Trustees as and when the need arises.
- 5.2 The term of office for these Trustees shall be 5 (Five) years with a maximum of 3 (Three) terms.
- 5.3 These Trustees are to be elected at the A.G.M. or at an E.G.M. specially called for the purpose of electing Trustees.
- 5.4 While the election of Trustees is primarily the role of the Club members, the Executive Committee has the power to nominate 1 (One) Trustee during the year but this nomination must be ratified by the Club members at the next A.G.M.
- 5.5 Following the first election of Trustees, 2 (Two) of the Trustees - chosen at random by the Trustees themselves, will serve only a 3 (Three) year term. At the end of this first term they will be eligible for re-election.

5.5 Each of the Trustees, in their role as a Trustee, has the right to attend any Committee meeting. However, they do not have any voting rights at the meeting in their role as a Trustee.

5.6 The Officers and Trustees must meet collectively at least once during the year. The purpose of this meeting is review and plan for the development of the club.

6. Finances: -

6.1 The Executive Committee shall fix all subscriptions and taxes payable to the club.

6.2 The Annual subscription shall become payable on the 1st January each year.

6.3 The financial accounts, which shall be audited, shall be made up to the 31st October of each year and presented to members at the A.G.M.

6.4 The use of club bank account should be used at ALL times where possible for lodging and withdrawing of moneys. The cheques being signed by any TWO of the following: -

Chairman, Secretary or Treasurer

6.5 All statements, used cheque books and yearly financial account to be filed away for safe keeping for a period of 5 Years.

7. Officers: -

7.1 All officers shall pass on ALL club records and accounts on being relieved of their posts.

8. Code of Ethics and Good Practice for Children's Sport: -

8.1 The club is fully committed to safeguarding the well-being of ALL its members.

8.2 Each individual should at ALL times show respect and understanding for member's rights, consider the safety and welfare of each athlete and conduct themselves in a manner that reflects the principles of the club and the guidelines contained in the Code of Ethics and good practice for Children in Sport in Ireland.

8.3 All club officers, committee members and coaches shall familiarise themselves with the Code of Ethics and Good Practice for Children's Sport.

9. Safety: -

9.1 The club Safety Statement as passed at club A.G.M.in2000 will be adhered to and implemented.

10. Constitution: -

10.1 This constitution can only be altered at an A.G.M. or extraordinary general meeting and then by a two-thirds majority vote of those present eligible to vote.

10.2 The executive committee may alter or add to the rules for the purpose of complying with AAI regulations. These changes will be notified to the general body of the club at the following AGM

11. Bye-Laws: -

11.1 The executive committee are empowered to make and enforce whatever bye-laws that is necessary for the day to day running of the club provided they are not contrary to those pertaining within this constitution or to the AAI.

Agreed and signed at club Annual General Meeting on the Monday 4th of March 2013

Chairman: John Buggie

Secretary: Robert Grant*

Eileen Hayes was Club Secretary but was not in attendance so Robert Grant, the Minutes Secretary, signed it in her place.