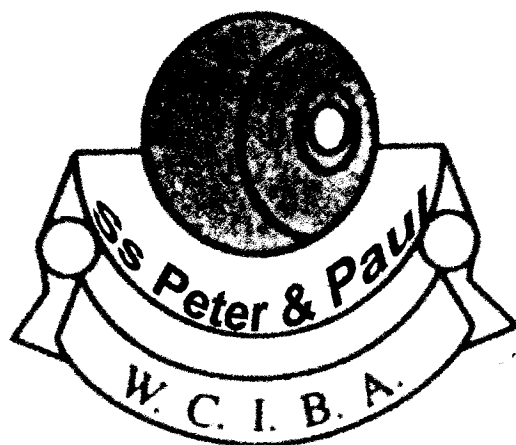


**Ss Peter & Paul
Indoor Bowls Club**

Rules & Constitution



March 2003

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Foundation Club Rules and Constitution were originally confirmed at the Annual General Meeting dated 16 March 1968. Following a general review during the 2001 Bowls Season, amendments were confirmed at the Annual General Meeting dated 25 September 2002.

RULES AND CONSTITUTION OF
Ss PETER & PAUL INDOOR BOWLS CLUB

1. **NAME**

The name of the Club shall be Ss Peter & Paul Indoor Bowls Club (hereinafter called the Club).

2. **OBJECTS**

The object of the Club shall be:

- a. To foster, stimulate interest and advance the game of Indoor Bowls and conserve the best interests of the game.
- b. To promote and control tournaments intended to raise funds for any organization.
- c. To invest and deal with the money of the Club not immediately required upon such securities and in such manner as may from time to time be determined.
- d. To control and dispose of funds and property of the Club, as may be considered desirable, for the improvement of Indoor Bowls.

3. **COLOURS**

The colours of the Club shall be Gold and Green.

4. **MEMBERSHIP**

The Club shall consist of:

- a. Ordinary Members who shall be Catholics.
- b. Non Catholics as may from time to time be nominated by a member and duly elected as Members by the Committee but whose total Membership shall not exceed 49 per cent of the total Membership under (a).
- c. Life Members shall be those Members who have rendered exceptional or signal service to the Club and have been so elected upon the unanimous vote of the Committee followed by a confirmatory resolution in General Meeting. Any such Member shall be entitled to the full privileges of Membership and shall not be deprived of such Life Membership except by resolution passed at General Meeting.
- d. Honorary Members who shall be nominated by the Committee and confirmed at the Annual General Meeting.

5. **CESSATION OF MEMBERSHIP**

- a. Any Member may resign from Membership of the Club by giving notice in writing thereof to the Secretary before the end of any financial year but otherwise shall be liable for the year's subscription.
- b. Any Member whose subscription is in arrears and unpaid for more than six months following due date shall be deemed to be an unfinancial member.

6. **SUBSCRIPTION**

- a. The annual subscription to be paid by each member of the Club for the current year shall be determined from time to time at an Annual General Meeting.
- b. Life Members shall not be required to pay any annual subscription.
- c. No Member shall be eligible to take part in any Club Championship unless the annual subscription shall have been paid for that year.

7. **OFFICERS AND COMMITTEE**

- a. The Honorary Officers of the Club shall be:
A Chaplain appointed in Annual General Meeting
Patron appointed in Annual General Meeting
Any of who need not necessarily be Members of the Club.
- b. The Officers of the Club shall be:
President
Vice President
Secretary
Treasurer
(The offices of Secretary and Treasurer may be held by one person). All Officers of the Club shall be elected by a majority of the Members of the Club personally present at each Annual General Meeting.
Proxy votes will be accepted if received seven (7) days prior to the Annual General Meeting and shall be included in any ballot thereafter.
- c. The Committee of the Club shall be:
The Officers of the Club
Up to at least six (6) Members of the Club who have been elected

by a majority of the Members of the Club personally present at each Annual General Meeting with the same provenance for proxies as for Officers of the Club.

- d. All Officers and Members of the Committee shall hold office until the conclusion of the next Annual General Meeting except that the Committee shall have power to fill any immediate vacancy until the next Annual General Meeting.
- e. At Committee Meetings six (6) members shall form a quorum.
- f. The President shall be Chairperson of the Committee or in his/her absence, the Vice President. In the absence of the President and Vice President the Committee shall elect a Chairperson from Members of the Committee to act as Chairperson of the Committee pro tem. The Chairperson of the Committee shall have a deliberate vote and, in the event of equality of votes, shall also have a casting vote.
- g. The Committee meet as often as necessary and the President or Secretary shall be the convenor of a Committee Meeting but any two members of the Committee shall have the right to require the President or the Secretary to convene a meeting of the Committee.
- h. The management and control of the affairs of the Club shall be vested in the Committee which shall have and may exercise all the powers of the Club which are not expressly required to be exercised by the Club in General Meeting or as otherwise provided in these Rules.

8. NOMINATIONS FOR OFFICERS AND COMMITTEE

- a. Each nomination shall be in writing and signed by the Candidate, Proposer and Seconder and shall be in the hands of the Secretary at least seven (7) clear days before the day fixed for the meeting at which such Offices are filled.
- b. If there be less than the required nominations for any Office or Committee then nominations for that Office or Committee may be received at the Meeting at which such Offices are to be filled.
- c. If the number of valid nominations received is in excess of the number of vacancies to be filled the election of such Office or Committee by secret ballot shall thereupon be held by the Members attending the meeting at which such Offices are to be filled but if nominations received do not exceed the vacancies to be filled then in such case candidates so nominated shall be duly elected to the Office or Committee so nominated.

3.

- d. In the event of two or more candidates receiving an equal number of votes, the Chairperson shall have a second or casting vote. The decision of the Chairperson as to any election shall be final.

9. MATCH COMMITTEE

- a. The Match Committee shall consist of the Club Captain, Assistant Club Captain and two members who shall be elected at the Annual General Meeting in accordance with Rule 8 and with the same provenance for proxies as for Officers of the Club.
- b. The Match Committee may co-opt such further member or members as it deems necessary.
- c. The Club Captain shall be Chairperson of the Match Committee.
- d. The Match Committee through its Chairperson report to the Management Committee from time to time as is deemed necessary and in particular whenever required by the Management Committee so to do.
- e. The Match Committee shall control and conduct all matches, competitions and championship tournaments played under the auspices of the Club including the arrangement of all draws and the preparation of such for publication where deemed necessary.
- f. The Match Committee shall regulate and control Club competitions and matches as may be arranged by the Club.
- g. The Match Committee shall provide for, regulate and control such Club Championships and/or Tournaments as may be arranged by the Club.

10 MEETINGS

- a. The Annual General Meeting of the Club shall be held before the last day of September each year providing that each Financial Member of the Club has been notified at least fourteen (14) days prior to the meeting.
- b. Special General Meetings of the Club shall be called:
 - i. By a resolution of the Management Committee.
 - ii. By a resolution signed by any ten (10) financial Members of the club and delivered or posted to the President or Secretary of the Club in such time as to allow at least fourteen (14) days notice being given and stating the nature of the special business to be placed before the Special General Meeting.

4.

- iii. Notice of holding of such Special General Meeting shall be given as pursuant to Clause (a) above.
- iv. If the Committee do not duly call such meeting within fourteen (14) days after such requisition has been duly delivered or posted then the requisitionists may themselves call such meeting.
- c. Management Committee Meetings shall be held as and when deemed necessary.

11 PROCEDURE AT GENERAL MEETINGS

- a. No business shall be transacted at any General Meeting unless at the time fixed for such meeting there are no less than fifty (50) per cent of the Financial Members of the Club present.
- b. The President, or in his/her absence the Vice President, shall be Chairperson at all General Meetings. In the absence of the President or Vice President the Members present shall elect a Chairperson of the General Meeting to act as Chairperson pro tem. The Chairperson of the Meeting shall have a deliberate vote and in the event of equality of votes shall also have a casting vote.
- c. The business to be considered at the Annual General Meeting shall be:
 - i. To receive the Annual Report submitted by the President.
 - ii. To receive the Statement of Receipts and Payments and Balance Sheet for the preceding year submitted by and duly signed by the Treasurer copies of which shall be given to Club members on the day of the Annual General Meeting.
 - iii. The election of Officers, Patron, Management Committee and Match Committee.
 - iv. To decide the subscriptions to be paid by Club Members for the ensuing year.
 - v. To decide the level of out-of-pocket expenses to be paid to the Treasurer and Secretary for the preceding year.
 - vi. To act on any recommendations if any from the Management Committee for the election of Life Members.
 - vii. Alteration(s) to the Rules and Constitution of which due notice shall have been given.
 - viii. Motions of which due notice shall have been given.
 - ix. General.

The Chairperson of the Meeting may vary the above order of business at his/her discretion.

12. FINANCE

The Committee shall have control of all moneys received for or on behalf of the Club and to pay to such Bank or Banks as the Committee may from time to time decide to operate such accounts. All payments on behalf of the Club shall be authorized by the Committee and where made by cheque shall be signed by any two of the President, the Secretary and the Treasurer.

13. INTERPRETATION

If any question shall arise as to the meaning or interpretation of any of the Rules hereinbefore contained or hereinafter made or of any of the By-Laws of the Club or any other matter affecting the Club the decision of the Committee thereon shall be final.

14. ALTERATION OF RULES

- a. These Rules may be altered or rescinded or any new Rule added at the Annual General Meeting or at a Special General Meeting called for that purpose.
- b. Notice of Motion to alter, rescind or add to any Rules of the Club shall be given in writing to the Secretary of the Club at least one month before such Meeting.
- c. The Secretary shall give Members of the Club notice thereof at least fourteen (14) days before the date of such Meeting.

15. BY-LAWS

The Committee shall have power to make Regulations or By-Laws dealing with all matters not provided for by these Rules, provided that such Regulations or By-Laws are not inconsistent with or repugnant to these Rules.

16. WINDING UP

The Club may be voluntarily wound up:

- a. If the Club in Annual General Meeting or Special General Meeting called for the purpose shall pass a resolution requiring the Club to be wound up, and
- b. If such resolution is confirmed by a subsequent Special General Meeting convened for the purpose and held not earlier than thirty (30) days after the Annual General Meeting at which such resolution was passed, and
- c. If the Club in Annual General Meeting or Special General Meeting convened for the purpose shall pass a resolution requiring the Club to be voluntarily wound up, such resolution shall also direct the method of disposal of the funds of the Club after payment of all debts of the Club.
- d. Following the payment of all debts any funds or assets left are to be gifted to a registered charitable institution or non-profit Club.
- e. No Member or person associated with a Member of the organization shall derive any income, benefit or advantage from the organization where they can materially influence the payment of the income, benefit or advantage. Except where that income, benefit or advantage is derived from:
 - i Professional services to the organization in the course of business charged at no greater rate than current market rates, or
 - ii Interest on money lent at no greater than current market rates.

