

## **The Constitution and Rules of Ardee Shooting Club**

### **1) Title:**

The Club shall be called “Ardee Shooting Club” and hereinafter be referred to as “the Club”.

### **2) Aims and Objectives:**

- a) To promote the sport of clay pigeon shooting and shooting in all its forms.
- b) To help promote the aims of the “Irish Clay Pigeon Shooting Association” which is the governing body for clay shooting in Ireland. Hereinafter to be referred to as the “I.C.P.S.A.”.
- c) To participate in shooting competitions as a club
- d) To organize and run competitions both at a club level and national level in accordance with I.C.P.S.A. rules.

### **3) Qualification for Membership:**

- a) Membership shall be confined to persons currently residing or previously resident in the area covered by the club, or drawing their livelihood mainly from within the area.
- b) It shall be obligatory for Club members to join the I.C.P.S.A. compensation fund and to remain a member of the I.C.P.S.A. throughout the period of club membership.
- c) All applications for membership must be made on official membership forms to the Club Secretary giving the name of the applicant’s proposer.
- d) Applicants must agree to abide by the rules of the Club and must satisfy the Club as to their suitability for membership.
- e) An application for membership shall be deemed to be accepted if approved by a simple majority of the Club Committee. Should the Club refuse acceptance of membership the Committee shall not be obliged to give any reasons for such refusal.

### **4) Officers of the Club:**

The officers of the Club shall consist of the following: Chairman, Hon. Secretary, Hon Treasurer, Safety Officer. Officers shall be elected at the Annual General Meeting of the Club and shall hold office for a period of one year. Membership of another clay shooting club renders the candidate ineligible for selection. All officers shall be eligible for re-election. The Club may appoint other Officers from time to time and under such terms, as it considers appropriate. Such other Officers as may be appointed shall retire at the next Annual General Meeting following their appointment and shall be eligible for re-appointment.

### **5) Committees:**

The Club may at its Annual General Meeting elect working Committees, which shall operate under such terms as the Club, may from time to time determine. The number of members of any Committee and its composition shall be determined by the Club but shall include all elected Officers of the Club.

The Club may also appoint Sub-Committees, as it may deem necessary. The Club shall also at its Annual General Meeting elect a Disciplinary Board which shall be comprised of three persons and which shall deal with any disciplinary matters, which arise in accordance with the terms of Rule 2.

**6) Affiliation and Membership:**

The Club shall affiliate itself as a member of any Regional Shooting Association which is itself a member of the I.C.P.S.A.

**7) Compensation Fund:**

The Club shall arrange for the protection of its members in accordance with the terms of the I.C.P.S.A. Insurance Fund by ensuring that all of its members at all times are members of the said Fund.

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## **RULES OF THE CLUB**

**Rule 1 – Membership**

- a) Each Member shall be required to pay an Annual Membership Fee. The Membership Fee shall be reviewed annually at the Annual General Meeting.
- b) Members shall be required when shooting to have their I.C.P.S.A. card in their possession and are required to produce same for inspection if requested by shoot organizers.
- c) Members shall be required to show respect for the property of other shooting clubs, and any acts of disrespect will be treated as a breach of the terms of the Member's Membership of the Club.
- d) Members shall be required to actively participate in all Club activities e.g. Organised Shoots.
- e) Members shall be required to show respect for the Officers and other Members of the Club, and for the Officers and Members of other shooting clubs and parent bodies including the Club and the I.C.P.S.A.
- f) Any Member found to be in breach of these rules or held to have behaved in a manner damaging to the interests of the Club shall be admonished, suspended, fined, expelled or be the subject of such other penalty as the Club consider fit.
- g) Members shall be required to abide by and be bound by the Constitution and Rules of the I.C.P.S.A.

**Rule 2 – Disciplinary Procedure**

The Disciplinary Board shall have the power to hear and determine any complaints whether made by a member of the Club or any Regional Shooting Association to which the Club is affiliated or the I.C.P.S.A. that a member has acted in a manner damaging to the interests of the Club and in the event of the Disciplinary Board determining that a member has acted in such a manner it shall be entitled to

impose whatever penalty it considers appropriate provided however that the member against whom the complaint has been made shall be entitled to appeal the decision of the Disciplinary Board within 2 weeks (14 days) of being notified in writing by the Disciplinary Board or its decision in which case the Club shall re-hear and determine the complaint and shall be entitled to uphold, vary or reject the determination of the Disciplinary Board and the penalty imposed by it.

### **Rule 3 – Meetings**

The Annual General Meeting of the Club shall be held each year.

The Club shall be entitled to adopt such further rules as it may deem necessary to fulfil its aims and objectives provided however that such rules are no contrary to State Laws or contrary to the Constitution and Rules of the I.C.P.S.A.

The Committee shall meet at such times as shall be decided from time to time by the members thereof but no less than three meetings shall be held in any one year.

The Chairman shall be entitled to convene special general meetings of the Club to deal with any urgent business pertaining to the Club. A Special General Meeting may also be convened at the written request of at least one third of the Club's members stating in writing the reason for the convening of such a meeting and such a special meeting shall be held within twenty-one days of the written request being delivered to the Club Secretary. No special meeting of the Club shall be convened without Club members receiving at least 48 hours notice.

The quorum for the Annual General Meeting or special meeting of the Club shall be one third of the total membership of the Club.

Each outgoing Officer, Committee and sub-Committee shall deliver a report to the Annual General Meeting, which will also deal with the election of Officers and the appointment of Committees and sub-committees. The Annual General Meeting shall also include a general discussion on the business and affairs of the Club.

### **Rule 4 – Finance**

All monies and funds of the Club shall be deposited as soon as possible after receipt in such Bank as the Club may by resolution designate. All monies and funds shall be held in the name of the Treasurer, Chairman and Secretary for and on behalf of the Club. The name of the Club shall be designated for Bank account purposes. All cheques and withdrawals of funds on behalf of the Club shall be signed by the Treasurer and Chairperson or Secretary. Proper books or accounts shall be maintained up to date at all times.

### **Rule 5 – Voting**

Each Member is entitled to be elected as an Officer. An Officer is deemed to be elected if proposed and seconded by members of the Club. Any member that is proposed is entitled to reject the decision of the members if they feel they would not be able to fulfil the role.

## **Rule 6 – Duties**

**Chairman:** The Chairman shall preside at all meetings of the Club and Committees and shall see to it that the decisions are put into effect.

**Secretary:** The Secretary shall convene all meetings of the Club, its Committees or sub-Committees at times and venues as shall be determined by these bodies. The Secretary shall prepare an Agenda of all business to be submitted for discussion and to be dealt with at each meeting of the Club. The Secretary shall maintain proper and adequate minutes of all such meetings and shall submit such minutes of approval at the next succeeding meeting. The Secretary shall also maintain a proper record of the names of the members who attend Club meetings along with any other official records of the Club, and the Secretary shall be responsible for the Clubs official correspondence.

The Secretary shall notify the Hon. Secretary of the I.C.P.S.A. of any changes in the Officers of the Club within 14 days of the Club's Annual General Meeting and shall forward the statistics form or such other information as may be required by the I.C.P.S.A.

**Treasurer:** The Treasurer shall utilize the funds of the Club in such a manner as the Committee may from time to time direct and no expenditure of the funds of the Club shall be made unless previously authorized by the Club. The Treasurer shall present a statement of accounts at the Annual General Meeting.

**Safety Officer:** The Safety Officer shall be responsible for creating an awareness amongst the Club's members of the importance of Safety while shooting and shall undertake such further duties as may be assigned to him from time to time with regard to safety while shooting.

## **Rule 7 – Interpretation of Constitution**

The Club is the sole authority for the interpretation of this Constitution and of any rule.

## **Rule 8 – Amendment of the Constitution**

Only the Annual General Meeting of the Club or a special general meeting shall have power to alter or amend this Constitution and Rules. Any proposed alteration or amendment to this Constitution and Rules shall be submitted in writing to the Secretary no less than 28 days in advance of the Annual General Meeting or special general meeting of the Club. Any alteration to this Constitution and Rules will require to be carried by a two-thirds majority of all accredited members present.