

Dublin Phoenix Nordic Walking Club

Club Constitution

Approved at the 2017 AGM, 25/03/17

1. Name

1.1 The name of the Club shall be Dublin Phoenix Nordic Walking Club hereinafter referred to as 'the Club'.

2. Objectives of the club

2.1 To facilitate and increase the enjoyment of Nordic Walking activities by members of the Club.

2.2 To act as the collective voice of Club members.

2.3 To encourage club members to train to be capable of ensuring their own safety in the open environment.

3. Membership of the club

3.1 Membership of the Club shall only be open to people of 18 years or over.

3.2 Members will be required to complete a Registration Form each year to become or remain a Club Member. This Registration Form incorporates the Rules of the Club. Members will be bound by the Constitution and Rules of the Club.

3.3 Members shall be required to pay an annual membership fee as agreed at an Annual General Meeting.

3.4 It is a condition of Membership that members recognise that Nordic Walking is an activity with a danger of personal injury. Members shall be aware of and accept these risks and agree to be responsible for their own actions and involvement.

3.5 A person can only become a member after they have undertaken a training course with a suitably qualified person approved by the Club. Prior to becoming a member a person may only walk with the club on two occasions (without walking poles) to ascertain their interest in becoming a member.

4. Management of the club

4.1 The club will be controlled by its members acting in the Annual General Meeting.

4.2 Management of the Club between Annual General Meetings shall be entrusted to an elected Committee of Officers, who must act in accordance with the Constitution and the Rules of the Club. They may make and act on decisions on matters not covered by the Club Constitution or Rules.

5. Officers

5.1 The Officers of the Club shall be elected by the members at an Annual General Meeting and shall be made up of the Chairperson, the Secretary, the Treasurer, the Membership Officer, two Event Organisers , and two members without portfolio.

5.1.1 The position of Chairperson is only open to members who have served on the committee for a period of least 12 months.

5.1.2 In addition to the above voting members any person holding the position of Honorary President (6.10) shall be entitled to attend Officer meetings in a non-voting capacity.

5.2 The Committee shall have the power to co-opt one additional voting member with specific skills and experience to assist the Committee as it may deem necessary. Such co-option must be ratified by the following Annual General Meeting. Persons may not serve for more than two years in a co-opted role and such a term will not be deemed to count for the periods as set out in 5.4 below.

5.3 Officers are elected for one term of three years. Commencing at the 2017 AGM the election sequence shall be;

Year One - Chairperson and Event Organiser 1;

Year Two - Secretary, Membership Officer and Member without Portfolio 1;

Year Three - Treasurer, Event Organiser 2 and Member without Portfolio 2.

5.4 No officer shall serve continuously in the same position for a term longer than three years. No officer shall serve more than a total of six years in any combination of positions. If an officer who has served on the committee for four to six years is elected Chairperson, then that officer can serve as Chairperson for a further single term of three years.

5.5 The Committee shall have the authority to co-opt a person to fill any of the above positions which become vacant between AGMs. Any person elected or co-opted to fill any such vacancy shall serve initially for the period of the term remaining for the post s/he is filling. Subsequently that person may be elected to any position within the conditions of clauses 5.3 and 5.4.

6. Committee Meetings

6.1 A quorum for a meeting of the Committee shall be 5 members. The Committee shall hold at least four meetings each year.

6.2 The Chairperson of the Club will normally preside at and chair all meetings of the Committee of the Club and shall be responsible for reporting to the Membership at the Club's Annual General Meeting. In the absence of the Chairperson the Committee can nominate a committee member to chair the meeting.

6.3. The Club Secretary shall be responsible for all correspondence relating to Club affairs and for giving notice of the Annual General and/or Committee meetings, and the writing and distribution of minutes from those meetings. The Secretary shall give at least 14 clear days notice of such a meeting and its agenda.

6.4. The Treasurer shall account for all income and expenditure of the Club by providing a written statement with supporting evidence from the Club's financial institution at each Committee Meeting. S/he shall provide a written Income and Expenditure and Balance Sheet to the AGM after it has been approved by the Committee.

6.5. The Membership Officer shall collect subscriptions and keep records of the Membership of the Club (including the Members Annual Registration Form) and make these available to the Committee. The Annual Registration Forms shall be retained for a minimum period of 7 years.

6.7. The Event Organisers shall be responsible for organising the social/cultural events for the club.

6.8 The Members without Portfolio will undertake tasks as agreed by the Committee.

6.9 The Committee shall have the power to appoint Sub-Committees, to assist the Committee as it may deem necessary. Such committees shall consist of between three and five members at least two of whom must be officers of the club. The terms of reference of such committees shall set out their specific tasks and the maximum period for which they will act.

6.10 The Committee shall have the right to propose the nomination for a period of 5 years with an option of a further 5 years to the position of Honorary President to individuals who have contributed to the development of the Club subject to the agreement of the Annual General Meeting.

7. The Annual General Meeting

7.1 The Annual General Meeting shall be held in March each year.

7.2 Items for inclusion on the Agenda of the Annual General Meeting shall be submitted to the Secretary no later than 14 days prior to the Annual General Meeting and communicated to the members no later than 7 days before the AGM.

7.3 A quorum for an AGM shall be no less than 10 % of the Registered members at the date of the meeting.

7.4 Any paid up member of the club and the Honorary President is entitled to attend and vote at Annual General meeting.

7.5 Votes at the Annual General Meeting and at Committee meetings will be decided on a show of hands basis. In the event of a tie the Chairperson of the meeting shall have a casting vote.

8. Rules of the Club

8.1 An Annual General Meeting shall have the power to set Club rules. Such rules shall be in accordance with the Club's Constitution and the policies of the Club's insurers.

8.2 The Club rules may be amended by a simple majority of those present and voting at an Annual General Meeting.

9. Amendments to the Constitution of the Club

9.1 This Constitution may be amended by a two thirds majority of those present and voting at an Annual General Meeting. Notice of any proposed amendment must be delivered in writing to the Secretary no later than 28 days in advance of the AGM. .

10. Dissolution of the club

The Club can be dissolved by a two thirds majority of those present and voting at an Annual General Meeting. In this event any assets shall be given to another Nordic Walking Club or a charity as agreed at the winding up meeting.

Transition Clause.

To comply with clauses 5.3 and 5.4 and notwithstanding whatever number of years each of the Committee members may have served prior to the AGM of March 2017 each may serve a maximum of one further three year term from the date their current term falls to be filled as in the schedule in 5.3.