

## **Athy Triathlon Club ( ATC )**

Athy  
Co. Kildare

Date: 09 November 2018

# **2018 - Constitution – Athy Triathlon Club ( ATC )**

## **Section 1 – Name of Organisation**

- 1.1 The name of the Club shall be Athy Triathlon Club.( ATC ) Derivatives such as Athy Triathlon Team etc. may also be used by the Club.
- 1.2 The Club's colours will be primarily Navy / White / Red

## **Section 2 – Club Objectives**

The objectives of Athy Triathlon Club shall be to:-

- 2.1 Encourage the practice and development of Triathlon in the Athy and surrounding areas.
- 2.2 Provide coaching and training for club members and to organise and promote competitions.
- 2.3 Organise teams to represent ATC in Triathlon and Multisport events, National Championships, International events and in such other competitions as the committee shall deem appropriate.

## **Section 3 – Sporting Disciplines**

The Club shall cater for:-

- 3.1 The individual sporting disciplines of swimming – cycling – running.
- 3.2 Triathlon
- 3.3 Multi-Sports, such as Duathlons, Aquathons, Cycling Sportives and any other variation of that the Committee deem appropriate.

## Section 4 – Membership

- 4.1 Membership shall be open to all persons either amateur or professional. The amateur status of non-professional club members shall be protected.
- 4.2 The Committee is empowered to revoke a person's affiliation to Athy Triathlon Club for person's who automatically assign ATC as their affiliated Club, should the Committee deem necessary to do so.
- 4.3 Membership Fees will be agreed upon for the coming year at the AGM of the Club in the current year.
- 4.4 It is mandatory for members of Athy Triathlon Club to hold an appropriate current membership of Triathlon Ireland, the national governing body for the sport of Triathlon in Ireland.
- 4.5 Failure to maintain membership of Triathlon Ireland (in accordance with the membership policies of Triathlon Ireland), or the withdrawal of membership of Triathlon Ireland from a member by Triathlon Ireland automatically results in an immediate loss of membership of Athy Triathlon Club.
- 4.6 Those participating in Training sessions, Club competitions and any other activities organised by the Club must be current members of Athy Triathlon Club.
- 4.7 The Club Secretary may permit the involvement of Guest(s) participation in events at his / her discretion; however, such Guest participation will require that said Guest(s) hold a current valid membership of Triathlon Ireland.
- 4.8 Membership of Athy Triathlon Club is valid for the calendar year in line with Triathlon Ireland membership period.
- 4.9 The Committee of Athy Triathlon Club is empowered to withdraw membership from any member of Athy Triathlon Club.
- 4.10 Members of Athy Triathlon Club remain members until the earlier of one of the following is invoked:
  - a) As such time as a Member tenders a resignation as per Section 10 of the Club Constitution.
  - b) They fail to renew their Membership as per Section 9 of the Club Constitution.
  - c) They fail to pay any Subscription validly approved under this Constitution as per Section 9 of the Club Constitution.

## Section 5 – Equality & Children’s Rights

5.1 Athy Triathlon Club shall carry out all functions in a manner that promotes equality of opportunity between:

- |       |                      |   |                       |
|-------|----------------------|---|-----------------------|
| 5.1.1 | Persons of different | 1 | Religious belief      |
|       |                      | 2 | Political opinion     |
|       |                      | 3 | Racial / Ethnic Group |
|       |                      | 4 | Age                   |
|       |                      | 5 | Marital Status        |
|       |                      | 6 | Sexual Orientation    |

5.1.2 Men & Women generally.

5.1.3 Persons with a disability and persons without.

5.1.4 Persons with dependents and persons without.

5.2 Athy Triathlon Club aims to promote the participation of children by:

5.2.1 Creating a culture of safety & fun.

5.2.2 Fully subscribing to the following International Standard: - “Children have the right to be protected from all forms of violence; they must be kept safe from harm, and they must be given proper care by those looking after them” (Article 19; UN Convention on the Rights of the Child);

5.2.3 Asserting the right of Children to be safe. Club officials must ensure that this fundamental principle takes precedence over all other considerations.

5.2.4 Fully subscribing at all times and without variation to Triathlon Ireland’s Code of Ethics for Children.

## Section 6 – Management

6.1 The management of the Club shall be vested in a Committee, comprising members elected to the positions of Chairperson / Secretary / Treasurer / Technical Officer / Public Relations Officer and Child Protection Officer.

The Committee may appoint throughout the year additional members to the Committee with or without specific functions

These positions are defined below:

#### **6.1.1. Chairperson**

The Chairperson is responsible for ensuring the committee operates in the best interest of the club and its members. Their role is to co-ordinate committee activity to achieve this. Alongside chairing committee and general meetings, the chairperson will also help out the other committee members where required.

#### **6.1.2 Secretary**

The role of the Secretary involves maintaining the database of members, providing information bulletins to members, keeping track of national series race participation/points, and circulating meeting minutes from AGMs and committee meetings as required.

#### **6.1.3 Treasurer**

The Treasurer is responsible for accurately recording all financial transactions made by the club and presenting this record in a recognised format to members of the club at the AGM. The role will involve collecting and recording cash payments from members and sponsors and for issuing and recording payment to suppliers and others as agreed by the committee.

The Treasurer is automatically a co-signatory on any bank or credit card account held in the name of the club.

#### **6.1.4 Technical Officer**

The Technical Officer is required to have completed Technical Official training and be familiar with ITU rules and Triathlon Ireland Derogations for events as well as club training sessions. Aid in the recruitment of volunteers and officials within the club to work at Triathlon Ireland events and maintain a databased of qualified Officials. Be consulted on all event management plans, risk assessments and report to the committee of any rule infringements while maintaining necessary confidentiality. A qualified Childrens Officer Or Designated Liaison Person who can sign off on the ID proofing for members within the club.

#### **6.1.4 Child Protection Officer**

The Child and Vulnerable Adult Protection Officer shall be responsible for ensuring that all aspects of the Triathlon Ireland Code of Ethics for Children are implemented fully in the club, and to act as point of liaison between the club and Triathlon Ireland and other Voluntary or Statutory Agencies where appropriate or required by Statute.

#### **6.1.5 Public Relations Officer**

The Public Relations Officer (PRO) is responsible for external communications including the club website, Facebook page, twitter account, promotional posters, issuing local community notices, issuing press releases and race reports to local media, etc. The PRO will also be the official point of contact for the club (with other clubs, Triathlon Ireland, etc.).

**6.2** A functioning committee may be formed once each of the above positions are filled by members validly elected to the position in accordance with this constitution. In addition to the above five positions, up to three additional members may be elected to serve on the committee. It is

recommended that additional members be elected for the following roles.

**6.2.1 Training Co-Coordinator**

The Training Co-Coordinator will be responsible for organising group training, including ability groups, pacing, routing and scheduling.

**6.2.2 Social Officer**

Social Officer will be responsible for organising official club social events including post-race celebrations, the Christmas party and other events through the year.

- 6.3** All of the forgoing shall be elected. All positions are filled by election at the Annual General Meeting, with each member of Athy Triathlon Club present having one vote per position.
- 6.4** At least one of the Committee should represent the interest of female triathletes within the Club.
- 6.5** At least one of the Committee should represent the interests of new triathletes.
- 6.6** Any club member may declare their interest in a position, whereupon they must be proposed and seconded by two members of Athy Triathlon Club.
- 6.7** Where more than one person is nominated for a position, the person deemed elected is the person who receives the most votes. Where there is only one nomination for election, that person is deemed elected if there is a simple majority of votes in favour of their election over votes against their election.
- 6.8** The elected committee shall remain in office until the Annual General meeting of the following year.
- 6.9** The Committee shall have the power to fill vacancies if and when they arise.
- 6.10** The Committee shall have the power to co-opt members from time-to-time and for specific projects, but co-opted members shall not have a Committee vote. Co-opted members may attend Committee Meetings upon invitation by the Committee Chairperson or Secretary.
- 6.11** The Committee shall meet at regular intervals as decided by the Chairperson but not less frequently than once in every 3 months in a venue to be decided.
- 6.12** Copies of the minutes of committee meetings should be available to members on request from the Secretary.

## **Section 7 – Annual General Meeting**

The Annual General Meeting of the Club shall be on completion of season each year. Considerations to be made at the AGM are to include the following.



- 7.1 Receiving the Annual Report of the Committee for the current year
- 7.2 Receiving the Statement of Accounts for the current year to date.
- 7.3 Electing the Officers & Committee for the ensuing year.
- 7.4 Consideration of any amendments to the Constitution and Rules of the Club of which due notice has been given to all members. Any proposed change to the Constitution Rules by a member must be received by the Chairperson or Secretary at least 14 days prior to the date of the Annual General Meeting in order that members shall have sufficient notice of the proposal. At the discretion of the Chairperson, amendments not submitted at least 14 days prior to the AGM may be proposed by any member present at the AGM and voted upon.
- 7.5 Notice of at least 28 Days, shall be given to members of the date, proposed venue and draft agenda items for the Annual General Meeting. Notice of the final agenda, incorporating any proposed or amended agenda item, proposed motions, financial statements and a confirmed venue for the AGM shall be given to members at least 48 hours prior to the proposed AGM, and will be available in printed form at the proposed AGM. The accidental omission to give notice of an AGM to or the non-receipt of notice by any member shall not invalidate the proceedings at that meeting.
- 7.6 Each fully signed up member present at the meeting shall have one vote. No proxy votes will be accepted.
- 7.7 All motions proposed and voted on, and the election of committee members is by simple majority. Voting will ordinarily be by a show of hands (two ordinary members will be charged with counting hands) except in the case where a member or group of members requests a secret ballot.

## **Section 8 – Affiliations & Sponsorships**

- 1 The Club shall be affiliated to Triathlon Ireland and to such other sporting bodies as the Committee consider appropriate to carry out the objectives of the Club.
- 2 The Committee, at their absolute discretion, may approve commercial sponsorship arrangements including the placement of commercial logos on club equipment, clothing, racing kit, the club website, and any other Club collateral in return for financial or other support given by sponsors to the Club. Any agreements made in respect of same and signed by the Chairperson and Treasurer acting as agents for the Committee shall be binding on the club.

## **Section 9 – Membership Subscriptions**

Club Membership subscriptions on behalf of the Club will be operated through the Triathlon Ireland Online facility.

The Club will operate an annual membership fee structure, the amount of which to be proposed annually by the outgoing Treasurer and carried by majority vote at the Annual General Meeting.

Where an annual membership fee is mandated by the AGM in accordance with this constitution, failure to pay such annual fee within [60 days] of Membership Affiliation will result in the loss of membership of Athy Triathlon Club to that person.

## **Section 10 – Resignations**

Any member wishing to resign must do so in writing, addressed to the Chairperson or Secretary. The resignation will be considered by the Committee within one calendar month of receipt and will be held as effective on the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club, and acceptance will be withheld until the debt has been discharged.

## **Section 11 – Extraordinary General Meeting**

An Extraordinary General Meeting shall be called by the Chairperson or Secretary within one month of the receipt of a requisition signed by at least 9 members stating the purpose of the meeting. Notice of at least 14 days shall be given to all fully signed-up members of the date, venue and purpose of an Extraordinary General Meeting. No other business shall be conducted at such a meeting

## **Section 12 – Constitution Amendments**

No Constitution Rule may be altered, added to, or deleted except at an Annual General Meeting or an Extraordinary General Meeting called for that purpose and then only by a majority of those present and voting.

## **Section 13 – Financial Year**

The Club's financial year ends each December 31<sup>st</sup>.

## **Section 14 – Quorum**

For Committee meetings the Quorum shall be not less than three members.

For an Annual General Meeting or Extraordinary General Meeting, the Quorum shall be not less than four members, as club membership increases the Quorum will increase to seven.

## **Section 15 – Notices**

A notice required to be given under this Constitution shall be sufficiently given if:

Published on the website of Athy Triathlon Club or:

Announced, in at least one local newspaper.

## Athy Triathlon Club Committee 2019

**Chairperson** Michael O'Connor

**Vice-Chairperson** Brian Dooley

**Secretary** Anna Deegan

**Treasurer** Barry Healy

**Technical Officer / DLP** Vivienne Briscoe

**Public Relations Officers:**

- Facebook / Email: Vivienne Briscoe
- Website / Twitter: Rob O'Brien
- Broadsheets: Brian Dooley
- Sponsorship/Commercial: Colin Mulkerrins

**Child Protection Officer** Orla McDonald

**Junior Development Officer** Karen Kavanagh

**Club Equipment Officer** Padraig Kavanagh

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**Club Committee ( ATC )**

On Behalf / Committee & Members of **Athy Triathlon Club**