

Club Constitution

1. Name

- a. The name of the association shall be the Kilkenny Triathlon Club (hereinafter referred to as KTC).
- b. The clubs colours shall be Black and Amber.

2. Registration

KTC will be registered with Triathlon Ireland Ltd. The governing body of triathlon in Ireland.

The Club shall cater for

- i. Triathlon.
- ii. Multi-sports involving the individual sports of running, cycling and swimming including but not limited to duathlons, aquathons and other variations.

3. Objectives

- a. Promote Organise Develop Manage and administer the sport of Triathlon.
- b. Encourage and foster all level of Triathlete within the club.
- c. Prescribe, maintain and uphold the rules and regulations as set by Triathlon Ireland Ltd.
- d. Affiliate with Triathlon Ireland Ltd. and any other organisations, as may be determined from time to time by the Committee.
- e. Organise teams to represent the club in triathlon and multisport events, national championships and in such other competitions as the Committee shall decide.

4. Membership

- a. Membership shall be open to all persons either amateur or professional. The amateur status of non-professional club members shall be protected.
- b. Application for membership shall be made to KTC. Applicants shall supply such information as requested by the Committee. All applications shall be considered by the Committee which may at its discretion, accept or refuse any such application (successful

applicants shall hereinafter be referred to as “members”). A register of members shall be maintained.

c. Participants in training sessions, club competitions and other club activities must be current members of Kilkenny Triathlon Club. The club secretary may permit the involvement of guest participants at his/her discretion. Such guest participants must, however, be members of Triathlon Ireland or other national governing body.

d. It is mandatory for members of KTC to be either full or associate members of Triathlon Ireland National governing body for the sport of triathlon in Ireland. Failure to maintain a membership of Triathlon Ireland (in accordance with the membership policies of Triathlon Ireland) or the withdrawal of membership of Triathlon Ireland from a member of KTC automatically results in an immediate loss of membership of KTC.

e. Each applicant for membership must complete the official online application form. An application for membership is valid for the calendar year and to continue membership, members are required to renew their membership for each new calendar year no later than 31st January.

f. The Committee of KTC are empowered to withdraw membership from any member of Kilkenny Triathlon Club following a majority vote of Committee, following proven allegations of Misconduct or in the case of bringing the sport of triathlon in to disrepute.

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(i) Club members shall be expected to Marshall at the club triathlon.

(ii) New members to the Club shall be permitted to race in their joining year.

(iii) Returning members are not considered new members.

(iv) The Committee of KTC shall decide on an annual basis the number of members permitted to race in the KTC Triathlon.

(v) The Draw of the members permitted to race in the KTC Triathlon will be announced at the AGM. The names in the draw will only be of those members who have marshaled the previous years KTC Triathlon. Club members permitted to race shall not transfer their race number to another person.

5. Obligations and Misconduct

All members shall comply with the provisions of these rules and with any rules or regulations lawfully made under the authority of these rules and with any direction lawfully given by KTC or by the Committee. In all cases of alleged misconduct by a “member “an inquiry shall be held by the committee which may impose such penalties as it may deem fit. In the interim the alleged members’ membership shall be suspended until the inquiry is held.

In all cases of proven doping infractions the committee shall impose such penalties as it may deem fit pursuant to the procedures contained in the Triathlon Ireland LTD. Rule book.

6. Cessation of Membership

Any member shall cease to be a Member of KTC:

By tendering his/her cessation to the Committee in writing, but shall he or she will remain liable to KTC for all money owing and unpaid at the date of cessation.

Appeal procedure

Except for breaches of the KTC sports drug policy where the decision of the Committee shall be final. There shall be a right of appeal against the decisions of the Committee .Such appeal shall be made in writing within 28 days of the decision. All appeals shall be heard by a referee or tribunal .who shall be agreed between the parties concerned. In the event of the parties concerned not being able to agree on a referee or tribunal within 10 days of the lodging of an appeal, such referee or tribunal shall be appointed by the KTC Chairman of KTC Treasurer in that order.

7. Life Membership

Where any person has rendered service to KTC or to the sport of triathlon in Ireland, they may, on nomination of the Committee be elected a life member of KTC at a General Meeting.

8. Annual General Meeting

a. The Annual General meeting (hereinafter AGM) shall be held no later than 31st December for the purpose of:

1. Receiving the annual report of the Committee for the preceding season.
2. Receiving the statement of accounts for the preceding season.

b. Electing the officers and the Committee for the ensuing year.

c. Considering 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 chair 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.

d. At least 28 days notice 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. 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.

e. Each fully signed up member and life members present at the meeting shall have one vote. No proxy votes will be accepted.

f. 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 request a Secret Ballot.

9. Affiliations and sponsorships

- a. The club shall be affiliated to Triathlon Ireland and to such other sporting bodies as the Committee consider appropriate in order to carry the objectives of the club.
- b. 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.

10. Management

The management of the club shall be vested in a Committee comprising members elected to the positions of Chairperson, Secretary, Treasurer, together with up to 7 additional members with or without specific functions.

These positions are defined below

i. Chairperson

The Chairperson is responsible for ensuring the Committee operates in the best interests of the club and its members. Their role is to coordinate Committee activity to achieve this

Alongside chairing committee and General Meetings the chairperson will also help out the other committee members where required.

At all General meetings the chairperson of the Committee shall be entitled to take the Chair if the Committee chairperson is absent, then another member of the Committee shall take the chair. Any member disobeying the ruling of the chair may be suspended for the period of the meeting by ordinary resolution of the meeting.

ii. Secretary

The role of the secretary involves maintaining the database of members providing information bulletins to members and circulating meeting notes from both the AGM and Committee meetings as required.

iii. 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 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.

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 positions up to 7 additional members may be elected to serve on the Committee.

It is recommended that additional members be elected for the following roles.

iv. Public Relations Officer

The PRO is responsible for external communications including the club website , promotional posters 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.

v. Training co-ordinator

The training coordinator will be responsible for organising group training, including ability group, pacing, route planning and scheduling.

vi. Women's Officer

vii. Beginners co-ordinator

All of the forgoing shall be elected. All positions are filled by election at the Annual General Meeting with each member of KTC present having one vote per position.

- a. Any club member can declare their interest in a position, whereupon they must be proposed and seconded by two members of KTC.
- b. Where more one 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.

- c. The elected Committee shall remain in office until the Annual General Meeting of the following year.
- d. The Committee shall have the power to fill vacancies if and when they arise.
- e. 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 the invitation by the Committee Chairperson or Secretary.
- f. The Committee shall meet at regular intervals as decided by the Chairperson but not less frequently than once every 3 months in a venue to be decided.
- g. Copies of the Committee meetings should be available to Members on request from the Secretary.
- h. Any Committee member who misses a meeting may not vote on an issue raised during that meeting at future meetings.
- I. A minimum of fifty (50%) percent (rounded down to whole numbers) of Committee members shall form a quorum at meetings of the Committee.
 - j. Any Committee member who fails to attend 2 [two} consecutive meetings of the Committee without leave of absence shall forfeit their seat on the Committee.
 - k. The term of office of the Chairperson , Secretary or Treasurer can only be held for a maximum of up to Three years.

The Committee may appoint a replacement Committee member in the event of a death, resignation, or forfeiture of position of a Committee member. Such replacement shall hold office for the remainder of the term of the member who was replaced.

Physical meeting; by a number of the Committee members who constitute a quorum being assembled together at the place, date and time appointed for the meeting.

11. Functions and powers of the Committee:

- a. The committee shall be responsible for carrying out the aims and objectives of KTC and shall have the following functions and powers in addition to those provided for elsewhere in these rules -
- b. To formulate, adopt and monitor a strategic plan which shall be presented at each Annual General Meeting.
- c. To adopt and monitor an annual plan and budget.

- d. To appoint any sub-committees and delegate such powers and responsibilities as the committee deem appropriate to such committees.
- e. To impose any penalty upon any member who is found guilty of breaching any of the rules, by-laws, regulations of KTC or of refusing to give any resolution passed by any General meeting or by the Committee, or by actions that bring the club into disrepute.
- f. To determine the process to apply in respect of the appointment of selectors, managers, coaches and captains of teams, other positions as required.
- g. To determine the fees payable by members each year.
- h. To enter into contracts of insurance, sponsorship and other types of contracts as deemed appropriate to carry out the objectives of KTC.
- i. Such other powers as may be necessary or desirable to further the objectives of KTC.

12. Voting.

- a. Each Member shall have one vote even in the event that if any person is a Committee member and/or a life member and/or a member, they shall still be entitled to only one vote.
- b. Any poll called for shall be carried out as the Chairperson shall direct.
- c. The Chairperson shall have a casting vote in addition to a standard members vote.

13. Finance and Annual Report.

- a. The Financial year of KTC shall close on the 31st October in each year.
- b. All monies received shall be paid to the credit of KTC at the bank or banks as determined by the committee.
- c. All accounts shall be paid by cheque or bank transfer signed/approved by any two of the persons authorised to do so by the Committee.
- d. A report of the years activities together with income and expenditure Account shall be prepared by the Committee for presentation at the Annual General Meeting.

14. Alteration of the Rules

These rules may be amended, repealed or replaced by a resolution passed by a simple majority of the votes cast (half plus 1) at a General Meeting. Notice of the proposed

alteration shall be given to the Committee at least 28 days prior to the date of the General meeting at which it is intended to propose the alteration. Notice shall be given of the proposed resolution in accordance with rules for General Meetings.

No addition to or alteration of the payments to members clause or the winding –up clause shall be approved without the approval of revenue commissioners.

15. Indemnity

Every Committee member of KTC who acting in pursuance or intended pursuance of any provision of these rules or any rules or regulations made thereunder in general meeting or of the Committee shall be indemnified by KTC against all losses and expenses incurred by them in connection with the discharge of their duties, unless the act was done in bad faith or without reasonable care.

16. Payments to members

- a. No member or person associated with KTC shall derive any income, benefit or advantage from KTC where they can materially influence the payment of the income, benefit or advantage except where that income, benefit or advantage is derived from;
 1. Professional services to KTC rendered in the course of business, charged at no greater rate than current market rates or
 2. Interest on money lent at no greater rates than the current market rates.

17. Winding up

KTC may be liquidated by a resolution carried by a simple majority (half plus 1) of the votes cast at a General Meeting held in accordance with these rules.

If upon the liquidation of KTC there remains surplus funds after the satisfaction of all its debts and liabilities whatsoever, the same shall not be paid to or distributed among the members of KTC but shall be given or transferred to some other charitable organisation or body having purposes similar to the objectives of KTC or for some charitable purpose within Ireland.

18. Interpretation

In the event of any dispute over the interpretation of these rules of any question arising in connection with the administration of the club not provided for in these rules, that question shall be decided by the Committee.

Any such decision shall be recorded in the minutes of the Committee and shall remain in force until it is amended or revoked by the Committee or by a resolution passed at a General meeting.

19. Quorum

- a. For Committee members the quorum shall not be less than four members.
- b. For an Annual General Meeting or Extraordinary General Meeting , the quorum shall not be less than 10 members.

20. Notices

A notice required to be given under this Constitution shall be sufficiently given if published on the KTC website.

CONSTITUTION RATIFIEDDATE

TO BE REVIEWED 2021