



NORTH ARMAGH MOTORCYCLE AND CAR CLUB LIMITED

CLUB RULES

1 **TITLE AND DEFINITIONS.**

The title of the Company shall be “North Armagh Motorcycle and Car Club Limited”, hereafter referred to as “the Club”.

The term Section refers to “North Armagh Motorcycle and Car Club (Tarmac Section) Limited” and “North Armagh Motorcycle and Car Club (Off Road Section) Limited”, both legally separate companies within the Club.

2 **OBJECTS.**

- a) To further interests in both two and four wheel motor sport.
- b) To provide members with information and assistance on matters connected with both two and four wheel motor sport competitions.
- c) To arrange tours, seminars, social and other meetings.
- d) To afford members such benefits and privileges, as it may be possible to arrange.
- e) To arrange the monthly meetings and to organise the AGM and EGM if necessary. To receive the minutes of the Section meetings and present same to the monthly meetings.
- f) To hold copies of the minutes, accounts and other correspondence of the Club and Section companies for the purpose of record keeping.

3 **CONSTITUTION.**

The club shall consist of a Chairman, a Secretary and a Treasurer, all of whom must be full members of a Section. Each Section shall nominate at least one person from their Section to fill these positions. The Chairman, Secretary and Treasurer will become the directors of the club.

The Club shall also elect a President at the AGM.

The President of the Club is an honorary position; which will not exceed 3 consecutive years. The club may also elect a Vice President. The Vice President will not automatically assume the role of President after the 3-year term. A President may be re-elected to the post after having stepped down from the post for a minimum of 1 year.

4 **MANAGEMENT.**

At any meeting at which the Chairman shall not be present, a Deputy Chairman elected by the members present shall preside, and when doing so shall have all the powers of the Chairman.

5 **FINANCE.**

Any approved expenditure by the Club shall jointly (on a pro rata basis) be funded by the Section companies, by way of a levy being raised on each section. The pro rata basis will be based on the number of full members in each Section at the time of the AGM and will apply for the following year.

6 ELECTION OF OFFICERS.

Nominations of Candidates for election must be made on official nomination forms and must be received by the Secretary not less than twenty-one days before the Annual General Meeting, with an intimation in writing signed by each Member nominated that he or she is willing to serve. The nominations of Candidates shall be signed by the proposer and seconder.

Nominations for officials shall be agreed at the September meeting of the Club and duly elected at the AGM.

Elected officers shall serve for a period of 12 twelve months or from AGM to AGM (if for any reason this period is longer)

The retiring officers shall be eligible for re-election in so far as the rules permit.

7 MONTHLY MEETINGS OF THE CLUB.

When ever possible the meeting will be held on the 3rd Wednesday of the month.

The Secretary either of his/her own accord or by the direction of the Chairman shall give at least 7 days written notice (by letter, email or text) of a meeting. This will not be necessary if the date of the monthly meeting has been agreed in advance; however minutes of meetings must be circulated as per the rules.

If it is the feeling of the members present that a meeting called for the following month is not required, this will be recorded and acted upon.

8 DUTIES OF THE CHAIRMAN.

It shall be the duty of the chairman to attend in person or by deputy, all meetings of the club to conduct the proceedings in accordance to the agenda previously agreed with the secretary.

9 DUTIES OF THE SECRETARY.

It shall be the duty of the Secretary to attend in person or by deputy, all meetings of the Club to take minutes of the proceedings. Such minutes shall be typed up, filed and presented for confirmation at the next Club meeting.

The Secretary shall also conduct general correspondence of the Club.

Each Section Secretary shall provide the Club Secretary, within 14 days of ratification, copies of their minutes; and other documents necessary for the management of the Club.

Minutes of the previous meeting; together with any Section reports/minutes received, must be circulated 7 days prior to the next meeting to allow members ample time to read over same.

Minutes of the AGM or an EGM must be circulated to the Section secretaries within 28 days for consideration of accuracy and content. Minutes may be circulated by letter or email.

10 DUTIES OF TREASURER.

- a) The Treasurer shall keep correct accounts and books showing the financial affairs, receipts and disbursements of the Club. The Treasurer shall also complete the annual Statement of Accounts and Balance Sheet for the Club.
- b) Any cash expenses paid will be properly receipted and all other monies shall be banked in an account in the name of the Club.
- c) The Club shall hold its own bank account and any expenditure will require approval at a Club meeting.
- d) The accounts of the Club shall be closed on the 30th September annually, and shall be internally audited, if requested, by at least 2 members of a Section appointed by the board of Directors.
- e) The Company auditor shall be appointed at the Annual General Meeting.
- f) Only the Board of Directors shall authorise any purchase or disposal of any Club asset, having first sought prior agreement at a meeting of the Club.

11 RESIGNATION.

Any director wishing to resign his/her position shall give notice in writing of such desire to the Secretary. Also any director ceasing, voluntarily or otherwise, to be a member of the Club, shall thereafter cease to have any claim upon the property of the Club or to enjoy any privileges of position, but he or she shall remain liable for the payment of any debts due to the Club from him or her.

12 DISCIPLINE.

Any director or member holding an honorary position, which in the view of any Section member has brought the Club into disrepute, or acted outside the remit of their position, may face a vote of no confidence.

The member bringing the vote of no confidence must do so in writing to the club, stating the reason(s). All those affected by such notice will be notified and a meeting will be called, within 28 days, giving at least 7 days notice to hear this matter. If either the Chairman or Secretary is the subject of this notice a deputy will be elected at the meeting to fill their position for the duration of the meeting. Once a vote of no confidence has been brought, both the member bringing the motion and the defendant(s) will be given an opportunity to state their case before the members present at this meeting called for the purpose of hearing this matter. No other matter shall be discussed at this meeting.

A no confidence vote will be carried by a majority vote. In the case of a tie, the chairman shall not have a casting vote and the motion will be defeated. If any member present requests, the vote shall be by paper ballot.

Any director or member holding an honorary position, who loses a vote of no confidence, must resign from their position with immediate effect. They may also be asked to resign their membership of their Section.

13 USE OF CLUB BADGE, NAME AND ADDRESS.

The Club badge shall only be used on official Club Documents, headed paper and correspondence sent by the secretary. Other limited use of the badge is at the discretion of the club.

The name and address of the Club shall not be given by a member as his address

for trade, advertising or business purposes or in connection with any legal proceedings.

14 THE ANNUAL GENERAL MEETING.

The Annual General Meeting of the Club shall be held in the month of October in each year upon a date, venue and at a time to be fixed by the Club. The Annual General Meeting shall:

- a) Receive from the Club and each Section Committee a full statement of accounts duly audited by a qualified Company Auditor showing the receipts and expenditure for the year ending.
- b) Receive from the Section Committees a report of the activities of their Sections during the said year.
- c) Elect the President, Vice President, Chairman, Secretary and Treasurer of the Club. Appoint the directors of the club and elect the Club Solicitor and Auditor.
- d) Elect the Convenor, Secretary, Treasurer and other officials of the Sections and appoint the directors of the Sections.
- e) Elect or re-elect any Honorary members properly proposed as stated below.
- f) Settle any remuneration for the officers of the Club and the Solicitor and Auditor.
- g) Decide on any resolution, which may be duly submitted to the meeting as hereinafter provided.

15 NOTICE, NOTICES OF MOTION AND AGENDA FOR AGM.

Any member wishing to propose a motion shall give the Honorary Secretary written notice of the proposal at least twenty-eight (28) days before the proposed date of the Annual General Meeting.

A copy of such Notices and the Agenda shall be sent to each member (by letter or email) at least twenty-one (21) days prior to the meeting, but the fact that any member has not received a copy of the above information shall not invalidate the proceedings. No business, which is not included in the Agenda, shall be discussed at the meeting unless a majority present are in favour thereof. Should the proposer of any motion fail to move a resolution in respect of the relevant item on the Agenda, then another member shall be entitled to do so.

16 EXTRA-ORDINARY GENERAL MEETINGS.

An Extra-Ordinary General Meeting may be convened by direction of the Chairman, or at the request of the Section Secretary stating the business for which the Special General Meeting is required and signed by not less than 5 members. If a meeting, so requested, is not convened within 21 days, the said 5 members may convene such a meeting. 5 members shall form a quorum. No business other than that mentioned in any such notice shall be discussed at the meeting.

17 RIGHT TO BE PRESENT.

No one can take part in any Official Meetings unless he or she has been elected as a Full Member, Honorary member (or is an existing life member) of a Section, or

has been invited by the Club or Section Committee as the case may be.

18 VOTING.

Every member with a right to be present and a right to vote may exercise one vote. The Chairman shall not vote except in the case of a casting vote. At all meetings, except as provided in rules 11 and 19, a majority of votes decides a resolution.

If any voting member present requests, the vote shall be by paper ballot.

Confirmation of full membership may be required at any meeting before a member is permitted to vote.

19 OBSERVANCE AND INTERPRETATION OF THE RULES.

Every member binds himself or herself to abide by the Rules of the Club, and also by any modifications thereof made in conformity with such rules, and also to accept as final and binding the decision of the Board of Directors in all cases of dispute or disagreement as to the interpretation of these Rules, following relevant consultation. No Member or Members may represent the Club without the authority of the Club or Section.

20 ALTERATION OF THE RULES.

These Rules shall not be altered, revoked or amended except at the Annual General Meeting, or at an Extra-Ordinary General Meeting convened in accordance with these Rules and with the concurrence of two-thirds of the members present and voting at the meeting.

21 COPIES OF RULES.

Members will be furnished with a copy of the Club Rules upon request.

22 DISSOLUTION.

a) The Club may be dissolved by an Extra-Ordinary General Meeting convened by directors of the Club, or on the requisition of a two-thirds majority of the members.

If the resolution of dissolution be duly passed, the Club directors shall forthwith liquidate the affairs of the Club, and if there be any surplus assets on realisation, these shall be disposed of at the discretion of the Club members.

Approved and adopted by the Section at the Extra-ordinary General Meeting held on ***** 2011.