

Belpark Triathlon Club Constitution

1. Name

The name of the association shall be Belpark Triathlon Club, herein after referred to as BTC or the Club.

2. Registration

BTC will be registered with Triathlon Ireland, the governing body of triathlon in Ireland.

3. Contact Address

The address, for correspondence of BTC shall be belpark@gmail.com or that of the standing Chairperson or Secretary.

4. Belpark Triathlon Club Objectives

- a) To promote, organise, develop, manage and administer the sport of Triathlon, Duathlon and Aquathlon/aquathon in the Dublin and Leinster area.
- b) To encourage and foster all levels of triathlete within the club from novice to elite athlete.
- c) To encourage new members into the club and to assist those new members in the sport of Triathlon, Duathlon, Aquathlon/aquathon and other multi-sport activities.
- d) To prescribe, maintain and uphold the rules and regulations, including the Triathlon Ireland Manual of Guidance, Code of Ethics and any other rules/regulations as set by Triathlon Ireland.
- e) To affiliate with Triathlon Ireland and any other organisations, as may be determined from time to time by the committee.
- f) To support Triathlon Ireland in its aims.
- g) To be involved in the organisation of Triathlon, Duathlon and Aquathlon/aquathon races, which must be approved by Triathlon Ireland.
- h) To act on behalf of and in the interests of the members of the club in matters relating to Triathlon, Duathlon or Aquathlon/aquathon and other multi-sport events.
- i) To conduct the affairs in an equitable, honourable, honest and sporting manner at all times.
- j) To comply with all laws and regulations that relate to the operation of a club and to the sport of triathlon.

5. Policy

- a) BTC fully supports Triathlon Ireland in its efforts to improve all aspects of Triathlon and its related disciplines.
- b) BTC is committed to safeguarding the interest, welfare and well being of all those associated and directly and indirectly associated with its activities.
- c) The interests of the Club as a whole shall always take precedence over the interests of any one individual member(s).
- d) (i) BTC supports TI and the Sports Council in a Zero tolerance attitude to use of banned substances in sports and as such, any member following due process, ultimately found guilty of using any banned substances in contravention of TI and any relevant governing body rules will be subject to a further disciplinary hearing within the club.
ii) The disciplinary committee can impose any sanctions it deems necessary up to and including the revocation of BTC membership for life.
iii) All disciplinary committee findings / sanctions can be appealed to the

executive committee of Belpark Triathlon Club.

6. Equality

BTC shall carry out all functions in a manner that promotes equality of opportunity between:

- i) Persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- ii) Men and women generally;
- iii) Persons with a disability and persons without;
- iv) Persons with dependants and persons without.

7. Children's Rights

The Club aims to promote the participation of children by:

- a) Creating a culture of safety and fun;
- b) Fully subscribing to the following international standards: "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);
- c) Asserting the right of children to be safe, club officials must ensure that this fundamental principle takes precedence over all other considerations.
- d) Fully subscribing at all times and without variation to Triathlon Ireland's Code of Ethics for Children.

8. Membership

a) Membership of BTC shall be open to any member of the public subject to the following conditions:

- i. The individual acknowledges that the activities of the club carry a risk of personal injury or even death, and agrees to exempt the club of any liability in the event of such instances occurring.
- ii. Payment of the annual subscription fee of the club.
- iii. Members have completed and submitted their membership applications through the Triathlon Ireland website.
- iv. The individual agrees to respect the rights, safety and welfare of all other members and to conduct themselves in a way that reflects the principles of the club.
- v. BTC shall only accept a minor as a member of the club, or as an entrant to club organised races on the condition that there is an adult member of the club designated with responsibility for children's welfare, namely the Child and Youth Welfare Officer, for each year.
- vi. All members under the age of 18 but over the age of 15 must have a guardian sign their application to for all BTC organised races.
- vii. All applications for applicants under the age of 16 must be reviewed by the committee at the next committee meeting after receiving the application.
- viii. All applicants under the age of 16 years, must abide by Code of Ethics & Good Practice For Sport for Young People In Belpark Triathlon Club.
- ix. Any minors must be accompanied by an appointed Guardian at each training session.

b) The term 'member' shall refer to any individual that has fully complied with the conditions set out above.

c) The Executive Committee has the authority to exempt individuals from payment of the annual fee under special circumstances as determined by the Executive Committee.

- d) The Executive Committee has the authority to refuse, or to withdraw membership from any individual who has, in the opinion of the Executive Committee, shown disregard for the rights, safety or welfare of other members of the club or other triathletes; or who has behaved in a manner contrary to the spirit of the club; or who has behaved in a manner adjudged to be against the best interests or the reputation of the club; or has brought the club in to disrepute.
- e) All club members will be required to join Triathlon Ireland as full or associate members at the same time as joining BTC.
- f) 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").
- g) A register of all members shall be maintained.

9. Cessation of Membership

- a) Any member shall cease to be a member of BTC:
- i) By tendering his/her resignation to the committee in writing, but shall remain liable to BTC for all money owing and unpaid at the date of cessation.
 - ii) Where the committee resolves it is satisfied that the member is unable to comply with the committee's or Annual General Meeting's requirements and notifies the member of that resolution.
 - iii) Where it has been found that a member has committed a serious breach of the rules as set out in this document.
 - iv) On the 31st December of each year all memberships will cease and members will be required to re-join in the following year.
- b) Appeal Procedures:
- i) Except for breaches of the BTC sports drugs policy (5.d above) where the decision of the committee shall be final, there shall be a right of appeal against the decisions of the committee.
 - ii) Such appeal shall be made in writing within 28 days of the decision.
 - iii) All appeals shall be heard by a referee or tribunal, who shall be agreed between the parties concerned.
 - iv) 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 BTC Chairperson or BTC Treasurer or by the BTC Secretary in that order.
- (c) Individuals who have their membership terminated shall be barred from re-applying for membership for a period prescribed by the BTC committee.

10. General Meeting

- a) The Annual General Meeting shall be held at such place and at such time as may be determined by the committee, but shall be held prior to the 31st December in any given year.
- b) Prior to the date, and not later than two weeks before the Annual General Meeting, every member shall be notified of the time, date and place of the meeting.
- c) A posting on the BTC website and a distributed email is acceptable for any notification.
- d) Only BTC members shall be entitled to be heard and to vote at General Meetings or Exceptional Meetings.
- e) Business of the Annual General Meeting
- i) Receipt and adoption of the Balance Sheet and Income and Expenditure accounts.
 - ii) Receipt and adoption of the Annual Report.
 - iii) Election of Officers and Management Committee
 - iv) Appointment of an auditor (if deemed applicable)
 - v) Consideration of resolutions of which notice has been given.

vi) Transaction of any general business.

f) Members shall give notice in writing of any business to be discussed or resolutions to be considered at the Annual General Meeting no later than one week before the date of such meeting.

g) A final agenda for the Annual General Meeting shall be made available to members via email and by a post on the Belpark website not less than one week before the AGM.

h) Quorum

At any General Meeting of BTC, delegates present and representing either not less than 20% of the membership or 30 members shall constitute a quorum.

i) Chairperson

At all General Meetings the chairperson of the committee shall be entitled to take the chair. If the committee chairperson is absent, then the Vice-Chairperson 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.

j) Voting

i) The business of BTC shall be decided by a simple majority of votes cast with each member having one vote.

ii) A resolution put to the vote shall be decided on a show of hands unless a poll is demanded, before or on the declaration of the result.

iii) Any poll called for shall be carried out as the chairperson shall direct.

iv) Except where alternative arrangements for payment have been agreed to by the committee no member shall be entitled to vote at any general meeting unless all sums presently payable by that member in respect of subscriptions, fees, and other amounts due to BTC have been paid.

k) Exceptional General Meeting (EGM)

i) An Exceptional General Meeting shall be convened, at the request of the committee or within 30 days of the receipt of written requisition from not less than 25% of members.

ii) Such requisition shall set forth the purpose of such meeting and the EGM shall discuss this matter only.

iii) In the event of the committee not convening such meeting within 30 days, the requisitioners shall be entitled to convene the meeting themselves.

iv) Not later than 14 days before the date of the Exceptional General Meeting, every member shall be notified by the Secretary of the time, date, place and purpose of the meeting.

l) Only full BTC members shall be entitled to be heard and vote at General Meetings or Exceptional Meetings.

12. Officers

The following Officers of the Club shall be elected at the Annual General Meeting:

Chairperson

Treasurer

Secretary

Training Officer

Youth and Child Welfare Officer

Women's Captain

Men's Captain

New Members' Officer

One member of the elected Committee shall be nominated to hold the position of Vice-Chairperson and shall assume the functions of the Chairperson on a temporary basis in his or her absence.

The committee shall have power to fill vacancies arising during the year and to reinvent the list of required positions to be filled.

No committee member may serve more than three consecutive years in the same position.

13. Committee

- a) The committee shall consist of a maximum of eight members on the main Committee and a maximum of eight Members on the Sub/Support Committee(s) whose roles shall be decided by the Committee.
- b) Fifty percent of committee members shall form a quorum at meetings of the committee.
- c) The Chairperson shall have a casting vote in addition to a deliberative vote.
- d) Any committee member who fails to attend two (2) consecutive meetings of the committee without leave of absence shall forfeit their seat on the committee, if enforced by the Committee.
- e) Any club member(s) who derives an income, benefit or advantage from professional activities, positions or interests associated with the sports of triathlon, duathlon, aquathlon/aquathon, other multisport events, or their ancillary activities shall be deemed ineligible for any position on the BTC Committee. This provision will not apply to members of the Triathlon Ireland High Performance Squad or Sports Council Carded Athletes; or to coaches appointed by the committee to assist in club activities.
- f) A meeting of the committee shall be held either:
 - i) 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 by the Chairperson.
 - ii) By other means as prescribed by the Chairperson such as email, or by telephone or audio-visual conference call.

14. Functions and Powers of the Committee

The committee shall be responsible for carrying out the aims and objectives of BTC, and shall have the following functions and powers in addition to those provided for elsewhere in these rules:

- a) To formulate, adopt and monitor a multi-annual strategic plan.
- b) To adopt and monitor an annual plan and financial budget.
- c) To enter into an employment contract on such terms and conditions as the committee shall think fit and to adopt clearly defined delegations of authority from the committee.
- d) To appoint any sub-committees and to delegate such powers and responsibilities as the committee deems appropriate to such sub-committees.
- e) To impose any penalty upon any Member(s), who are found guilty of breaching any of the rules, by-laws, regulations of BTC or of refusing to give effect to any resolution passed by any General meeting or by the committee, or by actions that bring the club into disrepute, as per the current BTC disciplinary guidelines.
- f) To determine the process to apply in respect of the appointment of:
 - i) Selectors Managers, Coaches and Captains of Teams or Other positions as required.
 - ii) To determine the fees payable by members each year.
 - ii) To enter into contracts of insurance, sponsorship and other types of contracts as deemed appropriate to carry out the objectives of BTC.
 - iv) Such other powers as may be necessary or desirable to further the objectives of BTC.

15. Club Activities

- a) All club activities, races and events organised by BTC shall be for the benefit of the club, with all monies, once expenses and overheads have been accounted for, being paid back to the club bank account and held for the benefit of BTC and its members.

b) This does not preclude the BTC committee from employing an outside individual or company to organise or run BTC activities, races or events on a professional basis, except in the case where such a person(s) is a committee member.

- i) In such cases, BTC shall contract for a professional fee with the person(s) in question.
- ii) The BTC Finance Officer shall have oversight of all finances associated with any activities, events, or races run by an outside individual or company on behalf of BTC.

16. Finance and Annual Report

- a) The financial year of BTC shall close on the last day of November in each year.
- b) All monies received shall be paid to the credit of BTC at a bank as determined by the committee.
- c) The Annual Accounts shall be audited by an auditor, appointed at the Annual General Meeting, and who shall not hold any other office in BTC, if so required by the a member majority.
- d) A report of the year's activities together with the audited Balance Sheet and Income and Expenditure Account shall be prepared by the committee for presentation at the Annual General Meeting.

17. Alteration of the Rules

- a) These rules may be amended, repealed, or replaced by a resolution passed by a majority of not less than 60 percent of the votes cast 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.

18. Indemnity

Every committee member of BTC who does any act 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 BTC 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.

19. Payments to Members

No member or person associated with BTC shall derive any income, benefit or advantage from BTC where they can materially influence, by club membership or committee position, the payment of the income, benefit or advantage.

20. Winding Up

- a) BTC 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.
- b) If upon the liquidation of BTC 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 BTC but shall be given or transferred to some other charitable organisation or body having purposes similar to the objectives of BTC, or for some charitable purpose, within Ireland.

21. Interpretation

In the event of any dispute over the interpretation of these rules or 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.