

Checklist – Commonly asked questions about Club AGM

- 1) **When does membership of a GAA club officially close?**
 - 6.2 The determined Annual Subscription shall be payable on election and thereafter annually, in advance of the date and in the manner decided by the Executive Committee. The date set shall be a date prior to March 31st each year.

- 2) **Can you become a member after March 31st?**

Yes but you will not have voting rights at the AGM that year.

- 3) **How is the committee elected at an AGM?**
 - 7.2 The Executive Committee shall be comprised of the Chairperson, Vice-Chairperson, Treasurer, Secretary, Registrar, Officer for Irish Language and Culture, Public Relations Officer, Children's Officer, one Players' Representative, and at least five other Full Members.

- 4) **How is the committee elected at the AGM?**
 - 7.5 The Executive Committee including the Players' Representative, shall be elected by the Full Members present, entitled to vote and voting at the Annual General Meeting.

Exception: The Children's Officer shall be appointed at the Annual General Meeting on the recommendation of the outgoing Executive Committee.

- 5) **Who can be elected to the committee?**
 - 7.6 Only Full Members, whose Membership Fees are paid up to date in accordance with Rule 6.2 and who are not suspended or disqualified under this Constitution or Rules or the Official Guide, shall be eligible for election to the Executive Committee.

- 6) **When and who conducts the AGM?**
 - 7.7 The outgoing Executive Committee shall conduct the Annual General Meeting.
 - 7.8 The Executive Committee shall hold office until the conclusion of the following Annual General Meeting.
 - 8.3 An Annual General Meeting shall be held at such time as shall be decided upon by the Executive Committee, but insofar as is practical shall be held before the end of November each year

- 7) **What business is done at the AGM?**
 - 8.4 The following business shall be transacted at the Annual General Meeting:
 - (a) Adoption of Standing Orders.
 - (b) Minutes of previous Annual General Meeting.
 - (c) Consideration of the Annual Report submitted by the Secretary.
 - (d) Consideration of the Financial Statements including the Report of the Accountant(s) or Auditor(s).
 - (e) The Chairperson's Address.
 - (f) Election of Officers and Members of the Executive Committee.

- (g) Notices of Motion.
- (h) Other Business

8) What is the correct procedure for calling an AGM?

8.5 The Annual General meeting of the Club shall be called in the following manner:

8.5.1 The Executive Committee shall decide upon a date, time and place for the meeting, allowing adequate time to meet the time limits set out hereunder.

8.5.2 Once the date of the Annual General Meeting has been fixed, the Secretary shall give at least twenty-eight days notice in writing to the members of such date, at the same time inviting nominations for election to the Executive Committee for the following year and motions for consideration at the Annual General meeting, also specifying that such nominations and motions shall be received by him by a date not less than twenty one days prior to the date fixed for the meeting.

9) What must the Secretary send out to members 10 days before the AGM?

8.5.3 The Secretary shall then, on or after the date specified for return to him of such Nominations and Motions, but so as to give the members ten days clear notice before the meeting, circulate to the members the following documentation:

- (a) Copy of the Agenda for the meeting.
- (b) Copy of the Annual Report of the Secretary.
- (c) Copy of the Financial Statements, including the Report of the Accountant(s) or Auditor(s)
- (d) Details of the Nominations for election to the Executive Committee.
- (e) Copies of any motions for consideration at the meeting.

10) How are committee positions filled?

8.6 In the event of the number of Nominees for any particular Executive Committee position being equal to or less than the number of positions to be filled, such Nominees shall be declared elected, and any positions left unfilled, due to the lack of Nominees or Nominees withdrawing, shall be filled by the new Executive Committee, as soon as practical after the Annual General Meeting.

11) Who can vote at an AGM?

9.1 Only Full Members, whose membership fees are paid up to date in accordance with Rule 6.2, and who are not suspended or disqualified under this Constitution and Rules or the Official Guide, shall be eligible to vote at a General Meeting.

12) What majority is required when electing officers 51% or 75%?

- 2 candidates – simply majority determines the outcome
- 3 or more candidates –
 - a) Candidate that reaches quota* deemed elected

- b) If no candidate reaches quota, candidate with the lowest number of votes, eliminated, and you vote again.

*Quota – 50% + 1

13) What is the procedure where a position is not filled at the AGM?

- 8.6** In the event of the number of Nominees for any particular Executive Committee position being equal to or less than the number of positions to be filled, such nominees shall be declared elected, and any positions left unfilled, due to the lack of nominees withdrawing, shall be filled by the new Executive Committee, as soon as practical after the Annual General Meeting.