

**RULES
OF
NAAS RUGBY FOOTBALL CLUB**

1 Name

The name of the club shall be “Naas Rugby Football Club” herein after called “The Club”.

2 Objective

The objective of the club is to promote and encourage the game of Rugby Football in accordance with the laws of The Irish Rugby Football Union.

3 Colours

The colours of the Club shall be green and white hooped jersey, black shorts and green stockings.

4 .(i) Officers

The Officers of the Club shall consist of the President, Vice President, Chairperson, Vice Chairperson, Honorary Treasurer, Honorary Secretary, Club Captain and Club Public Relations Officer (P.R.O.)

The Officers, with the exception of the Chairperson and Vice Chairperson shall be elected annually at the Annual General Meeting. The outgoing officers, with the exception of the Chairperson shall be eligible for re-election.

4.(ii) Tenure

The Chairperson shall hold office for two years. The Vice Chairperson shall alternately be the immediate past Chairperson and the Chairperson elect. The Chairperson elect shall be elected at the Annual General Meeting every second year.

4.(ii a)

Where a Member of the Executive Committee has served in any position for a period of 5 years he/she shall step down and shall not be eligible to stand again for that position for the following season. (Amendment AGM 2012)

4.(iii) Election of Officers and Captains

Nominations for Chairpersons elect (every second year), Officers and other Team Captains duly proposed and seconded, must be forwarded to the Honorary Secretary and posted in the Clubhouse at least three days before the Annual General Meeting.

5.(i) Executive Committee

A Committee known as the Executive shall manage the affairs of the Club. The Executive Committee shall consist of:

- a) The Chairperson
- b) The Vice Chairperson
- c) The Honorary Treasurer
- d) The Honorary Secretary
- e) The Chairperson of the Rugby Sub-Committee
- f) The Chairperson of the Facilities Committee, which incorporates the Bar and Grounds Committees
- g) The Chairperson of the Youths Committee.

The Chairperson of the above sub-committees shall be elected at the Annual General Meeting and shall be eligible for re-election.

Nomination for each position duly proposed and seconded must be forwarded to the Honorary Secretary and posted in the Clubhouse for at least three days before the A.G.M.

5.(ii) Executive Committee Meetings

The Executive Committee must meet at least once each month of the year and six members shall form a quorum.

5.(iii) Chairman

The Chairperson shall be the Chairman of the Executive Committee and in his or her absence, the Vice Chairperson shall be the Chairman. If neither are present, the Chairman shall be elected by the Executive Committee. The Chairman shall have the casting vote as well as a deliberate vote at all meetings of the Executive Committee.

5.(iv) Eligibility for Posts

Only ordinary members of the Club may be nominated for election as an officer of the Club or as a member of the Executive Committee.

5.(v) Only ordinary members of the Club can propose or second nominations for election.

5.(vi) Sub-Committees

The Executive Committee must appoint at least the following sub-committees for the ordinary members of the Club

Minimum Number

- | | |
|--|--------------|
| a) Rugby sub-committee | (5 members) |
| b) Social/Bar sub-committee | (5 members) |
| c) Grounds, Physical Development and Maintenance | (3 Members) |
| d) Youths sub-committee | (4 Members) |
| e) Finance and Marketing | (5 members). |
- f) Selection Committee which shall consist of Team Captains and Coaches and three other members appointed by the Executive Committee on the recommendation of the Rugby sub-committee.
- g) The Executive Committee may also appoint any other sub-committee as it sees fit and the Chairperson of any such sub-committee shall be co-opted onto the Executive Committee.

5.(vii) Powers

All sub-committees shall be subservient to and under the control and management of the Executive Committee which may revoke or alter any decision of any such sub-committee as the Executive Committee shall see fit to the intent that the business and affairs of the Club shall, at all times, remain under the control of the Executive Committee as required by the law save in the matter of the Selection Committee only with regard to the selection of players in relation to merit.

5.(viii) Spending Proposals

Any items of expenditure, which it is proposed to discuss at any Executive Meeting and which is not in the ordinary course of the management of the affairs of the Club shall be particularized upon the agenda prepared for that meeting.

5.(ix) The Executive Committee shall have the power to direct the Trustees to invest separate funds in approved trustee securities for the benefit of the Club.

5.(x) Employees

The Executive Committee shall have the sole right to appoint employees of the Club and to decide upon their remuneration

5.(xi) Absence from Meetings Co-opting to Committee

Any member of the Executive Committee who shall have absented himself for three consecutive meetings, without reasonable explanation, shall be deemed to have resigned from the Executive Committee. The Executive Committee shall have the power to co-opt new members to fill vacancies either under this section or otherwise.

5.(xii) Power to Acquire Property Borrowing

The Executive Committee shall have power to acquire land, buildings and other real or personal property for the Club and shall have the power to borrow for the purpose of the Club such amounts of money either at one time or from time to time, and at such rate of interest and on such security as the Executive

Committee shall deem fit (provided the amounts borrowed shall not without consent of an Annual General Meeting or Special Meeting exceed the sum of 50,000 euro (fifty thousand euro). In the event that planning permission be required for any capital projects the agreement of an AGM or EGM should be sought before proceeding with design and planning. (Amend AGM 2012)

5.(xiii) Special Meeting

A special meeting of the Executive Committee may be called by the Honorary General Secretary as occasion demands. A special meeting of the Executive Committee shall be called within three days of receipt by the Honorary General Secretary of a requisition duly signed by five members of the Executive Committee setting out the purpose for which such special meeting is required. Seven members shall constitute a quorum at such a special meeting.

5.(xiv) Points not rules

The Executive Committee shall have power to decide all questions not covered in provided for in these rules, subject to appeal to a general meeting.

5.(xv) Bye-Laws

The Executive Committee shall have power to make Bye-Laws, to the extent only that no such Bye-Laws or any part of such Bye-Laws shall in anyway amend, modify, qualify or delete any rule included in the rules of the Club which is by virtue of The Registration of Clubs Act 1904-1988 required to be included in the rules of the Club.

6(i) Trustees

There shall be three Trustees in whom the property of the Club shall be vested and who shall be elected at the Annual General Meeting or at an Extraordinary General Meeting called for the purpose. The Trustees shall remain in office until death or resignation. Any vacancy occurring in the Trusteeship shall be filled by ballot of the ordinary members at an Annual General Meeting or at an Extraordinary General Meeting called for that purpose. The Trustees, provided that they carry out the direction of the Executive Committee, shall not be held

responsible for any financial liabilities of the Club and shall be indemnified against all liability and expenses incurred by them by reason of their position as Trustees and in so far as the assets of the Club may be deficient by the members of the time being of the Club unless the liability occurs because of the Trustees own fault or dishonesty. The Trustee shall be “ex-officio” members of the Executive Committee and shall not be bound by Rule 5(xi).

- 6.(ii) The Trustees with the sanction of a Resolution of the Executive Committee duly passed may act on behalf of and bind the Club and any deed, document, matter, act or thing signed, executed done by the Trustees on behalf of the Club, shall be binding on the Club, if authorized or confirmed by a Resolution of the Executive Committee, duly passed. Provided always that the Trustees may only do all or any of the following acts, or things, that is to say invest the funds of the Club, and vary or transpose investments or acquire by purchase or otherwise lands for the Club or otherwise dispose of or deal with any property of the Club (where at the sale be real or personal) for the time being vested in the Trustees with the authority of a Resolution of the Committee passed by a simple majority of those entitled to vote, whether present or not, voting in favour thereof. A certificate signed by the Chairman at which any Resolution referred to in this Rule has been passed shall be conclusive evidence of the passing of such Resolution in the manner provided for by this Rule and the terms of the Resolution.
- 6.(iii) A The Trustees shall deal with the property of the Club as directed by Resolution of the Executive Committee of which an entry in the Minute Book signed by the Chairman shall be conclusive evidence.
- B The Trustees for the time being of the Club are hereby authorized:
- (1) To open and operate accounts in their own names as Trustees on behalf of the Club with any bank or banks or other financial institutions.
 - (2) To borrow in their own names on behalf of the Club such sums of money to an extent not exceeding such as amount as may be authorised from time to time by Resolution of the Executive Committee so however that the total of the amounts borrowed and outstanding by the Trustees on foot of this Rule (the Trustee Borrowings) when added to the amounts (if any) borrowed and

outstanding by the Committee under Rule 5 (xii) (the Committee Borrowings) shall not without the consent of the Annual or Special General Meeting exceed the sum set out in Rule 5 (xii)

- (3) To give security for the aforementioned Trustee Borrowings by issuing Guarantees and/or Indemnities and/or by Mortgaging or charging all or any of the property or assets of the Club to whatever extent and in whatever manner as may be authorised by a Resolution of the Executive Committee.

7. Members

The membership of the Club shall be for a period of not less than one year, includes for both female and male membership, and shall consist of the following categories:

- (a) Ordinary Members which membership shall consist of

Full Members, which includes 1 Adult Family Member

Patron Members

Adult Playing Members (U20+)

Student Members (upon production of a valid Student Identity Card)

Honorary Members

Such Members or other persons who apply for and are admitted by the Executive Committee to Membership as Life Members

- (b) Schoolboy/schoolgirl Members

- (c) Social Members / Family Members

Only Ordinary Members are entitled to attend and vote at any AGM or EGM. Ordinary Members will be prioritized in the allocation of International Tickets. This allocation may in turn be rationed dependent on demand. (Updated AGM May 2017).

- 7.(i) No person shall be allowed become a Temporary Member of the Club.
- 7.(ii) Age
No person shall be eligible for admission of Ordinary Membership of the Club until he has attained the age of seventeen years.
- 7.(iii) Election
The election of Members shall be by Executive Committee and shall be by ballot two thirds majority to admit
- 7.(iv) Every candidate for Membership shall be proposed by an ordinary member of the Club and seconded by another ordinary member, both of whom shall have been members for two years.
- 7.(v) A candidate seeking election admission, as a member shall obtain the prescribed application form, which shall be forwarded to him on request by the Honorary General Secretary. The candidate shall duly complete and sign the application form which on completion must be returned to the Honorary General Secretary together with the appropriate subscription and entrance fee (if any) which shall be refunded should the application be unsuccessful. The application form must bear the signature of the candidates, proposer and seconder.
- 7.(vi) The name and address of the candidate with the name and address of the proposer and seconder shall be displayed in a conspicuous place in the Pavilion for a period of two weeks before their selection and an interval of not less than two weeks shall elapse between nomination and election of ordinary members. During the period first mentioned herein, all objections lodged with the Honorary General Secretary. The receipt by him of a membership card signed by the Honorary General Secretary shall be considered an intimation to the applicant

that he has been duly elected a member of the Club and that he hereby undertakes to abide by the rules of the Club.

7.(vii) Subs

No application for membership shall be approved by the Executive Committee unless the candidate first lodged with the Honorary Secretary the amount of the entrance fee (if any) and the annual subscription. After the election of a candidate for admission, the Honorary Secretary shall send him a notice that he has been elected and a copy of the rules of the Club.

7.(viii) Copy of Rules to Members

The rules of the Club shall be printed and a copy thereof issued to each member. A copy of all amendments and alterations to the Rules of the Club shall be issued to all members immediately subsequent to the General Meeting at which such amendments or alterations shall have been adopted.

7.(ix) Members or persons who apply for Life Membership shall be admitted to membership by the Executive Committee on a decision of a majority of the Executive Committee present and voting at any Executive Committee meeting and on such terms as the Executive Committee may decide from time to time.

Honorary Life Members

8 Honorary Life Members, whose number shall not exceed five at any one time, shall be elected by the Executive Committee and shall be persons who in the opinion of the Executive Committee have rendered special service to the Club.

8.1(a) In exceptional circumstances additional Honorary Life Membership will be awarded to any current or former player (Mini, Youth or Senior) attaining full international status. Such awards shall be over and above the limits set in 8.1 above. (Amended AGM 2012)

9. Students

Student Membership shall be confined to people over 17 years of age who produce bona fide evidence acceptable to the Executive Committee of their student status.

10. School Boys/Girls

School Boy/girl Membership shall be confined to such persons as are recommended by the Executive Committee. School Boy/Girl Members shall be elected as prescribed in Rule 7 (iii) of these Rules. School Boy/Girl members shall have no vote in Club affairs and shall not qualify for election as a Trustee, Officer of the Club or member of the Executive Committee and shall be subject to such bye-laws as the Executive Committee shall adopt from time to time in particular reference to School Boy/Girl Members.

11. Code of Conduct

The Executive Committee of the Club requires that as a matter of policy each member should maintain an acceptable standard of behavior both on the playing pitch and at a social level. Should any member fail to maintain general levels of good behavior and/or conduct for reasons unacceptable to the Executive Committee the matter may be referred to the Disciplinary Committee to review and to determine the appropriate level of action to be taken.

The aim of the disciplinary procedure is to help the individual whose conduct falls below reasonable Club requirements to achieve the necessary improvement. See Appendix A for some examples of Misconduct.

11.(i) Appeal

Any member has the right to appeal the decision of the Disciplinary Committee to the Executive Committee.

12.(i) A.G.M. – See also Rule 20 Quorum

The Annual General Meeting of the Club shall be held each year within eight working weeks of the end of the financial year, on a day to be fixed by the

Executive Committee. Fifteen members shall form a quorum. The following business shall be transacted at the Annual General Meeting:

Agenda

- a. Reading of the Minutes of the last Annual General Meeting
- b. Receiving of the Hon. Gen. Secretary's Annual Report
- c. Receiving from the Hon. Gen. Treasurer the audited accounts of the Club for the last twelve months, ended 31st March last, together with the Honorary Auditors Report for the said period.(amended May 2014)
- d. The election of the new trustee, if required
- e. The election of New Officers
- f. The election of the Executive Committee
- g. The election of Honorary Auditors
- h. The revision of the Rules, if required
- i. The election of other Team Captains
- j. The transactions of any other business of the Club arising.

12.(ii) Notice

At least ten days notice in writing must be given to members of the Annual General Meeting.

13. Deleted at A.G.M. on 19 May 1992

14 E.G.M.

Honorary General Secretary when so required by the Executive Committee or upon a written requisition setting out the reasons why such a meeting is required signed by at least fifteen members of the Club. At least seven days notice in

writing shall be given by the Honorary General Secretary to each member setting out the business of such a meeting at which thirty members shall form a quorum. No other business may be discussed. Provided always that no alteration, amendment or addition shall be made to the Rules which would in any way disqualify the Club from applying for, holding or receiving a Certificate of Registration under the Registration of Club's Act 1904-1988, nor shall any rule or any part of a Rule which is required by said Acts to be included in these Rules be deleted therefrom.

15. Voting

Open voting may be permitted at all Meeting of the Club of all questions except the election of Trustees, Officers and Members of the Executive Committee but should be one third of those present wish any question to be submitted to vote by ballot, that mode of voting shall be adopted. No proxies shall be allowed.

16 Sub-Committee Minutes

Each Sub-Committee shall elect a Secretary who shall be responsible for keeping minutes of all meetings and shall, as may be directed by the Executive Committee produce all minutes of such meetings duly signed.

16.(i) Accounts

Correct accounts shall be kept by each sub-Committee. The accounts shall be closed and balanced as on the last day of December and submitted to the Honorary Treasurer within fourteen days.

16.(ii) All monies received by a sub-Committee shall be lodged within four days in a Bank Account to the name of the Club opened by the Executive Committee.

16.(iii) Where instructed by the Executive Committee, a sub-Committee shall within one month of formation, produce a budget for the coming year.

On ratification of the budget by the Executive Committee, the sub-Committee shall operate within the agreed budget for the coming year unless otherwise agreed by the Executive Committee.

16.(iv) Monthly Report

The Chairman of each sub-Committee shall present a report of the sub-Committee activities to the Executive every month.

- 16.(v) No sub-Committee shall permit any person who has not been duly elected a member of the Club or whose membership has lapsed to take part in its activities.

16.(vi) Suspension of Sub-Committee

The Executive Committee shall have power by resolution passed at an Executive Committee Meeting to suspend or dissolve any sub-Committee.

16.(vii) Activities

No sub-Committee of the Club shall hold any dances, tours or special functions without the prior sanction of the Executive Committee.

16.(viii) Vested Interest

No member of the Executive Committee or sub-Committee and no management or servant employed in the Club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sale.

17.(i) Accounts

Correct accounts and books shall be kept showing the financial affairs and receipts and disbursements of the Club.

17.(ii) Auditors

The accounts shall be closed and balanced as at the last day of March each year and the Accounts shall be audited for presentation to the Annual General Meeting by an Auditor elected at the Annual general Meeting. Such Auditor shall not be a member of the Executive Committee.(amended May 2014)

17.(iii) Honorary Treasurer

All monies except for refreshments supplied by the Club (which may be paid to the person appointed by the Executive Committee to receive same) shall be paid to the Honorary Treasurer, whose receipt shall be a sufficient acquittance.

18(i) Annual Subs

The amount of subscription to be paid by each category of members shall be fixed at an Annual General Meeting or at an Extraordinary General Meeting called for that Purpose.

18.(ii) The annual subscription which shall be payable in advance shall become due on the 15 October each year. If the annual subscription be not paid, the names of those in arrears shall be posted in the Clubhouse as members cancelled while their subscription remains unpaid. If the annual subscription by not paid on or before 1 December of that year, the membership of such person shall be cancelled.

18(iii) Eligible to play

No member shall be eligible to play on any Club team while their annual subscription remains unpaid.

18(iv) Arrears

Members whose subscriptions are in arrears are not entitled to vote at any meeting of the Club or take part in the management or conduct of the Club.

19 Entrance Fees

The Executive Committee shall have power to charge such entrance fees as they deem fit.

20 Change of Rules

Any proposal to change or amend the Rules of the Club at the Annual general Meeting must be forwarded in writing duly proposed and seconded by ordinary Club members to reach the Honorary Secretary no later than 1 April each year.

Any proposal to change or amend the Rules at an Extra-ordinary General Meeting must be forwarded to the Honorary Secretary at least twenty one days before the date of the EGM. The proposed revision(s) must be circulated to each member in writing at least ten days before the AGM or the EGM and must be passed by a two-thirds majority of those present and eligible to vote at the Meeting.

Registration of Clubs Acts 1904-2003 and the Licensing Acts 1833 – 2003

21. Subject to the exceptions specified in sub-sections (2) and (3) of Section 56 of the Intoxicating Liquor Act, 1927 as substituted by Section 26 of the Intoxicating Liquor Act, 1998 and amended by Section 5 of the Intoxicating Liquor Act, 1995 and Section 7 of the Intoxicating Liquor Act 2000 and Section 10 of the Intoxicating Act 2003, no excisable liquor shall be supplied for consumption on the Club premises to any person (other than a member of the Club lodging in the Club premises) or be consumed on these premises by any person (other than such a member):-
- a) At any time on Christmas Day or Good Friday or
 - b) On any other day, as specified hereunder, outside the times so specified in respect of it:-
 - i. Saint Patrick's Day between 12.30pm and 12.30am on the following day
 - ii. The 23rd December if it falls on a Sunday between 10.30am and 11.30pm
 - iii. Christmas Eve and the eve of Good Friday between 10.30am and 11.30pm
 - iv. The eve of any public holiday (other than Christmas Eve)
 - I. If the eve falls on a weekday, between 10.30pm and 12.30am on the following day, or

- ii. If it falls on a Sunday, between 12.30pm and 12.30 am on the following day
- v. Any other Sunday (except Saint Patrick's Day which falls on a Sunday) between 12.30am and 11.00pm
- vi. Any other Monday, Tuesday, Wednesday and Thursday between 10.30am and 11.30 pm and any other Friday or Saturday between 10.30am and 12.30am on the following day.

Nothing in the Registration of Clubs Acts 1904 to 2003 or contained by virtue only of the operation of sub-section (1) of Section 56 of the Intoxication Liquor Acts 1927 as substituted by Section 26 of the Intoxicating Liquor Act of 1988 and amended by Section 5 of the Intoxicating Liquor Act 1995 and Section 7 of the Intoxication Liquor Act 2000, in the Rules of the Club shall operate to prohibit the supplying for consumption on the Club premises of excisable liquor to any person or the consumption of excisable liquor on these premises by any person:-

- a. On Christmas Day between 12.00 midday and 10pm or
- b. on any other day, for one hour after the expiration of any period in respect of that day during which it is lawful for the Club, by virtue of sub-Section (1)(b), to supply any excisable liquor for consumption on the Club premises.

If in each case the excisable liquor is:-

- i. Ordered by or on behalf of that person at the same time as a substantial meal in ordered, and
- ii. Consumed by that person during the meal or after the meal has ended

(3) the provisions of the Intoxicating Liquor Acts 1988, 2000, and 2003, but, in particular, Sections 26 (as amended by Section 5 of the Intoxication Liquor Act 2000) and 42 of the Intoxication Liquor Act 1988, Section 5 (as amended by Section 7 of the Intoxicating Liquor Act 200) of

the Intoxicating Liquor Act 1995, Sections 7 (as amended by Section 10 of Intoxicating Liquor Act 2003) 16, 28, 29, 30 and 31 of the Intoxicating Liquor Act 2000 and Sections 10, 13, 14, and 15 of the Intoxicating Liquor Act 2003 shall apply to the Club and its members.

22. No excisable liquor shall be sold or supplied for consumption outside the premises of the Club, except to members of the Club, between the hours of 8 o'clock in the morning and 10 o'clock at night
23. No excisable liquor shall be sold or supplied to any person under eighteen years of age.
24. No person under the age of eighteen shall be admitted as a member of the Club unless the Club is one primarily devoted to some athletic purpose
25. A visitor shall be supplied with excisable liquor in the Club premises unless on the invitation and in the company of a member, and that member shall, upon admission of such visitor to the Club premises, or immediately upon his being supplied with liquor, enter his own name and the name and address of the visitor in a book which shall be kept for the purpose and which shall show the date of each visit.

APPENDIX A:

The following examples include, but are not limited to, cases where the Executive Committee may refer a members conduct to the Disciplinary Committee:

- a) Breach of any regulation in the Club rule Book
- b) Unauthorised entry to restricted area
- c) Lack of co-operation with the Officers of the Club
- d) Fighting, horseplay, threats or acts of physical violence
- e) Obscene behaviour
- f) Conduct of the field of play
- g) Defacing/misuse of Club property or notices
- h) Causing damage to equipment or buildings by gross carelessness or neglect
- i) Being in the possession of or under the influence of non-prescribed drugs.