



CONSTITUTION AND RULES
OF
CUMANN IOMNANAIOCHTA AGUS PEILE
BAILE AN CHOLLAIGH
2019
(v edition - As Amended)

Ratified at Club Annual Meeting in Feb 2018

Previous editions

- I edition 1988
- II edition 1993
- III edition 2011
- IV edition 2017
- V edition 2018

Cathaoirleach:

Daithi Breathnach

Runai:

Gearoid o Hallagain

Data:

Feb 2018

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TITLES AND OBJECTS

1. TITLE The name of the club shall be Cumann Iomanaíochta agus Peile Baile an Chollaigh, and in English Ballincollig Hurling and Football Club, hereafter called “The Club”.

2. OBJECTIVE The objective of the Club shall be the promotion of the aims of Cumann Luthchleas Gael as outlined in its charter and General Rule and the membership and resources of the Club shall be utilised and dedicated solely for those aims.

3. AFFILIATION The Club shall be affiliated to Cumann Luthchleas Gael in Accordance with the General Rules for the time being in force.

4. COLOURS The Colours of the club shall be Emerald Green Jersey and white shorts.
The

Alternative colours shall be Black/White/Red Hoops. “Baile an Chollaigh” is the wording to appear on Jerseys and all other Club Merchandising. The Executive Committee will agree on one supplier to be used for all jerseys for the year and all sub-committees will adhere to this decision.

The procurement or purchase of any Club Jerseys or Club Coaching clothing shall adhere as strictly as possible to the Club Colours of emerald green and white. Any new Club Jerseys or Club Coaching clothing being ordered by or through all sections shall not be finalised without the approval of the Central Committee in line with the promotion of club colours and suitable design.

The sale of Leisure Wear & Merchandise by the Club Shop, which is operated by the Juvenile Committee, shall also aim to promote the club colours and/or crest. Any new leisure clothing or merchandise intended to be sold in the shop shall not be finalised without the approval of the Juvenile Committee Officers.

AGM 2018

5. CLUB CREST

To be used on Club Jerseys/Tracksuits/Shorts: All Club merchandising. Club headed note paper/Club Promotional Material.

Club EGM December 2013

MEMBERSHIP

6 (1) The Club shall have the following classes of membership.

(a) CLUB MEMBERSHIP: (to include membership of Ballincollig GAA Club)

Club membership shall consist of either playing or non-playing membership. Both categories will have voting rights in above section as well as at the Executive AGM.

(b) RANGES PITCH and PUTT to include membership of Pitch and Putt Club.

(c) YOUTH MEMBERSHIP.

(d) HONORARY MEMBERSHIP.

(e) PAVILION MEMBERSHIP.

(f) MATT BOWLS MEMBERSHIP to include membership of Matt bowls Club.

1995 AGM

(g) GOLF SOCIETY to include membership of Golf Society and consist of voting rights of The Club.

1996 AGM

(h) BALLINCOLLIG CAMOGIE CLUB To become an affiliated member of the Executive of the Club.

2001 AGM

(i) BALLINCOLLIG LGFA to become an affiliated member of the Executive of the Club.

2001 AGM

(j) BALLINCOLLIG DARTS CLUB to become an affiliated member of the Executive of the Club.

2010 AGM

- 6 (2) MEMBERSHIP of (a) : (b) : (c) : (d) : (e) : (f) : (g) : (h) : (i) : (j) automatically entitles one to Pavilion membership for that year.
- 6 (3) MEMBERSHIP of (a) : (b) : (c) : (d) : (e) : (f) : (g) : (h) : (i) : (j) is based on one calendar year.
- 6 (4) CLUB MEMBERSHIP of the Club, which shall be for a period of not less than one year, shall be open to all persons 18years of age and over who subscribe to and undertake to further the aims and objectives of Cumann Luthchleas : such full members shall be registered with the County registrar.
- 6 (5) HONORARY MEMBERSHIP shall be open to all persons who have rendered exceptional service to the club or to the games and /or activities of Cumann Lúthchleas Gael. They may be elected for life or for the defined period but unless otherwise stated in the minute made on the occasion of their election their membership shall terminate at the close of the current year but may be renewed by the Executive committee from year to year. Honorary members shall have all the privileges of CLUB MEMBERSHIP except that they shall not be entitled to vote or engage in the management or control of the Club and they shall not be obliged to pay the annual subscription.
- 6 (6) PAVILION MEMBERSHIP shall be open to all persons actively involved in such additional activities as may be promoted by the Club. They shall not be entitled to vote or engage in the management or control of the Club.
- 6 (7) YOUTH MEMBERSHIP shall be open to all persons under the age of 18 years of age. They shall not be entitled to vote or engage in the management of the Club.
- 6 (8) PITCH and PUTT MEMBERSHIP shall be for a period of not less than one year and shall be administered by the Executive Committee of the Ranges Pitch and Putt Club based on the constitution of the Ranges Pitch and Putt Club and subject to its rules and regulations therein contained.
- 6 (9) MATT BOWLS MEMBERSHIP shall be for a period of not less than one year. The Club shall be administered by an Executive Committee. Membership of the Matt Bowls Club does not entitle one to vote or engage in the management of Ballincollig Hurling and Football Club.
- 6 (10) GOLF SOCIETY MEMBERSHIP shall be for a period of not less than one year. The Club shall be administered by the Executive Committee. Membership of the golf

Society is confined to Club Members of Ballincollig Hurling and Football Club as defined in 5.1 (a) and entitles one to vote and engage in the Management of Ballincollig Hurling and Football Club. Such membership is registered with the County Board Registrar.

6 (11) BALLINCOLLIG CAMOGIE CLUB MEMBERSHIP shall be for a period of not less than one year. The Club shall be administered by an Executive Committee. Membership of the Ballincollig Camogie Club does not entitle one to vote or engage in the management of Ballincollig Hurling and Football Club. 2001 AGM

6 (12) BALLINCOLLIG LGFA shall be for a period of not less than one year. The Club shall be administered by an Executive Committee. Membership of Ballincollig Ladies Gaelic Football Club does not entitle one to vote or engage in the management of Ballincollig Hurling and Football Club.

2001 AGM

6 (13) DARTS CLUB membership shall be for a period of not less than one year. The Club shall be administered by an Executive Committee. Membership of the Darts Club does not entitle one to vote or engage in the management of Ballincollig Hurling and Football Club.

2010 AGM

6 (14) The admission of members shall be at the discretion of the Executive Committee. All candidates for membership must be duly proposed and seconded by two full members of the Club and their names and addresses given in writing to the Secretary of the Executive, who shall place the proposal before a meeting of the Executive Committee. The Executive Committee shall have the power to accept or reject such proposals and shall not be obliged to give reasons for its decisions. Mode of election to be by ballot and the application shall be rejected if two thirds of those present do Not vote in his/her favour. The Executive Committee shall inform the applicant of its decision. A new member on election shall, on payment of the membership fee, be given a membership card. At the discretion of the Executive Committee the foregoing procedure need not apply in cases other than the election of Full membership.

6 (15) Any member intending to resign from the Club must signify such intentions in writing to the Secretary of the Executive.

SUBSCRIPTIONS

7 (1) The Annual subscription of members other than Honorary members shall be decided by the Annual General Meeting (AGM). Subscriptions are payable in advance of March 31st.

7 (2) Any member, other than honorary member, whose annual subscription is not paid prior to March 31st in any calendar year shall cease to be a member on that date and shall not be entitled to participate in the games of any section of the Club or to partake in any of the privileges attached to members.

7 (3) The Executive Committee shall have the power to readmit any such person within six months on payment of the Annual membership fee and a fine (if any) decided by (and at the discretion of) the Committee.

7 (4) The Executive Committee shall have the power to grant PAVILION MEMBERSHIP under such terms as it shall think fit, to any person whose membership shall have lapsed under Club Rule 7(2).

7 (5) This rule 7(1)) of the Club Constitution shall be strictly implemented by all sections of the Club. The Club Registrar is responsible for ensuring that the Club is up to date in the registration of players and members.

8 (1) The Executive Registrar shall organise membership and shall have charge of the register of Club Members. He /she shall issue a current membership card to each member on the payment of the annual membership fee. This Card, bearing the name, address of the member, shall be signed by either the Secretary or Treasurer of the Executive Committee. He shall submit annually to the county registrar a list (in triplicate) of Full members, accompanied by the appropriate Registration fee before June 1st each year.

8 (2) The Executive Registrar shall at the commencement of a new calendar year notify all out going members of renewal of Club membership in writing by means of an application form. All returned applications before 31st March will be presented to the Executive Committee for consideration and approval as laid down by rule 14 of the Constitution. No further onus is on the Registrar to notify members.

8 (3) The Executive Committee need not accept applications after 31st March in one year.

8 (4) A new application form for Registration has been produced. Information including E Mail, Mobile phone number included on form. Other relevant information also accommodated on the form e.g. The members indicating a willingness to get involved in some area of the Club: sign up for club fundraising etc...

2013 EGM

8 (5) The Registrar of each Section should pursue a rigorous policy in ensuring membership is collected on time. Where necessary he/she should receive assistance in the task, such assistance should be afforded and provided by the relevant Committee.

2013 EGM

EXECUTIVE COMMITTEE

9 (1) The Business and Affairs of the Club shall be managed and administered by an Executive Committee in accordance with the aims and objectives specified in The Constitution. The Executive Committee shall be the controlling body of the Club.

9 (2) The Executive Committee shall comprise of Club President, Chairman, Vice Chairman, Treasurer, Runai, Registrar and Data Protection Officer, PRO, Assistant Runai, Assistant Treasurer. Chairman of the following committees: Senior Section: Juvenile / Youth Development Section: Ranges Pitch and Putt: Management: Grounds: Matt Bowls: Golf Society: and two registered club members, one of whom shall be under 21 years and over 18 years of age on the date of the AGM. 2018 AGM

9 (3) The Chairman, Vice Chairman, Secretary, Treasurer, Registrar and Data Protection Officer, PRO Assistant Treasurer, Assistant Runai and two fully registered members of the Executive Committee shall be elected by and from the Registered full members present, entitled to vote and voting at the AGM and nominations to serve on the Executive Committee shall be for any one position by two registered Full members. 2018 AG.

9 (4) The Executive Committee shall hold office until the following AGM.

9 (5) The Executive Committee shall define the duties of all sub committees and retain control in all matters and activities which it considers of importance to the general welfare of the Club including the disposal of any funds in the hands of such Sub Committees.

9 (6) The Club Chairman, Vice Chairman, Runai, Treasurer of the Executive Committee shall be ex officio members of all sub Committees.

9 (7) Any member of the Executive Committee who shall have abstained himself from three consecutive meetings without reasonable explanation, shall be deemed to have resigned from the Executive Committee.

9 (8) The Executive Committee shall have the power to fill any vacancy which may occur or increase the membership of the Executive Committee if deemed necessary by co-opting from the body of the Registered Full membership.

9 (9) A Sub Committee whose Chairman is unable to attend Executive Committee meetings may nominate an Officer of that Sub Committee to attend the Executive Committee meeting in his absence.

9 (10) At meetings of the Executive Committee Four shall form a quorum. The Chairman of a meeting shall have a casting vote in addition to his ordinary vote and shall be obliged to use his casting vote when required to do so.

9 (11) The Executive Committee shall hold regular meetings at intervals of not more than four weeks or such extended period as shall be agreed.

9 (12) The Chairman shall preside over all meetings of the Executive Committee: in his absence the Vice Chairman shall preside. If both are absent, the committee may elect a member present to preside at the meeting.

9 (13) A special meeting of the Executive Committee may be called by (a) the Secretary at any time or (b) the secretary within three days or receipt by him of a requisition duly signed by four members of the Executive Committee. Such notice shall set out the purpose for which the special meeting is required.

9 (14) Correct accounts and Books shall be kept by the Treasurer showing financial affairs, receipts and disbursements of the Club and there shall be laid before the AGM a duly audited financial statement and also showing how the Club funds are held or invested. The banking account shall be kept in the name of the Club in such Bank as the Executive Committee may from time to time determine. All cheques shall be signed by the Treasurer and either the Chairman or Secretary.

9 (15) Club Officers are expected to carry out their duties and responsibilities mindful of their obligation to uphold the Club's Vision, Mission Statement, Code of Conduct and Constitution.

9 (16) The main duties of Club Chairman are summarised as follows:

- Provide progressive and dynamic leadership and Initiate plans to take the Club forward.
- Set goals for the year and prepare action plans aimed at achieving these goals.
- Agree action plans and delegate tasks to Officers and Committee members with regular follow up.
- Review the progress of the Club and be proactive in taking appropriate corrective actions.
- Involve the Vice Chairman in the running of the Club and delegate duties as appropriate.
- Ensure that Club Officers are fully aware of their duties and responsibilities.
- Hold regular committee meetings and prepare an agenda for each meeting.

2013 EGM

9 (17) The main duties of the Club Vice Chairman are summarized as follows: Assist the Chairman in all aspects of their duties and responsibilities and take an active role

in the running of the Club. Preside over Committee meetings in the absence of the Chairman. The person elected to the position of Vice Chairman should be done with the aspiration that this person would succeed the current Chairman in the rotation of Club officer ships. Assist in areas of Registration and Communication.

2013 EGM

9 (18) The main duties of the Club Runai are summarised as follows:

Keep minutes of all proceedings in the Committee and General meetings. He /she shall submit an Annual Report on the yearly workings to the AGM of the Club, which shall be circulated to members. The Club Runai is the point of contact for Divisional and County Boards and other governing bodies of CLG together with all general correspondence.

Relevant correspondence to be forwarded to the Section Runai.

Liaise with Divisional and County Boards and other governing bodies of CLG.

Ensure that all Club and Property insurance cover is in place.

Keep accurate minutes of Committee meetings and maintain Club records.

Submit correspondence for consideration at Committee meetings and deal with urgent correspondence between meetings. Undertake outgoing correspondence as required or as directed by Committee meeting.

The role of the Runai is pivotal to the smooth running of the Club so regular communication with Officers, Committee members, Club Sections and Club members is vital. Liaise with Croke Park for rule changes. Ensure that a reporting procedure and incident Book of all accidents in the Club is in place and that all committees are aware of such a procedure.

2013 EGM

9 (19) The main duties of the Club Treasurer are summarized as follows:

At the beginning of each year prepare a financial budget for the Club/Section.

Outline and plan the fundraising ventures required to meet these budget targets.

Control Club/Section expenditure. Identify major deviations for financial budgets and advise on the necessary corrective actions. Manage the Club Trading accounts, Banks Loans, Overdraft facilities and the various other Financial accounts. Prepare financial reports for the Executive Committee at agreed intervals. Prepare a full set of Financial Accounts for the Executive Committee AGM. All Club Financial accounts submitted to Club/Section AGM must be audited according to Club practice.

2013 EGM

9 (20) The main duties of the Club Registrar and Data Protection Officer are summarized as follows:

Follow up on Club Officers and non-playing Club Members to ensure that membership fees are fully paid by the due date. Liaise with Playing Sections and Team Management to ensure that Players and Team Officials' membership fees are fully paid up by the prescribed dates. Initiate plans to increase Club membership and be aware of new ways on notifying and

collecting membership fees. Prepare Register of Players, Full Members and Youth Members for the Runai to submit to the relevant Boards. The Registrar in his role as Data Protection Officer will oversee and maintain all protected data and information in compliance with rules and directives received from Croke Park, Central Council or such other recognised authorities within Cumann Lúthchleas Gael and in compliance with the Data Protection Legislation as it applies to Clubs.

2018 AGM

9 (21) The main duties of the Club PRO are summarized as follows:
Ensure that all Club match reports and other activities are reported on in the Club Website, Local Press and Newsletter. Use the Club Website, I.T. Resources, Local Press and Newsletter to highlight match fixtures, Club facilities, Club activities, and present the Club in the best possible light at every opportunity. Look for innovative ways to promote the Club and its wider range of activities. Provide the Divisional, County Board and Rebel Og, PRO's with match results and other relevant reports. Liaise with Club Runai and Club members regarding Rule changes.

2013 EGM

All Committees may in addition to the nomination and appointment of Officers as provided herein, also nominate and appoint Club members to act as Assistant to any Officer's position. The position of assistant will extend to attending Committee meetings and/or attending to other Club business in consultation with the officer-in-chief and/or other Committee members. For the avoidance of doubt the attendance of an officer-in-chief together with an Assistant Officer at Committee level will not be seen as an attendance for the purpose of achieving a quorum and in the case of a vote on Club business the dual attendance by an Officer-in-Chief and an Assistant will count as one vote only.

2017 AGM

9 (22) The Executive Committee shall have the additional powers that is to say to appoint a subcommittee to define the scope of the subcommittee's authority and to confer upon the Sub Committee the powers necessary for the discharge of its functions. The term of office and quorum shall be defined by the Executive Committee at the time of the appointment. Each Sub Committee shall include in its membership at least one member of the Executive Committee.

9 (23) The Executive Committee is empowered to make bye-laws for the regulation of the Club, either to meet temporary emergencies or as they may consider necessary in the interests of the Club, provided such bye-laws are not inconsistent with the rules of the Club. Such Bye-laws shall have immediate effect until formally ratified, rescinded or amended by the AGM or Special General Meeting of the Club.

9 (24) (a) In circumstances where the Conduct of a member is deemed likely to bring the Club's good name into dispute or adversely affects or endangers the proper and correct running, organisation and management of the Club and/or its events by its Committee or members in any way what so ever the Executive Committee shall be entitled to suspend or expel summarily and without notice any such member provided the majority of the Executive Committee present vote in favour of such action. Voting shall be by ballot. Any offending member shall be summoned before meeting of the Executive Committee and be given an opportunity of being heard in his own defence. Such persons if registered full members shall have the right to appeal to a special General meeting as provided in the Club rule. Unless the offence is brought to the attention of the County Board by the Club and that Body, having considered the merits of the case and having regard the rights of the player or member, imposes a suspension, the player or member continues to be a legal member of the Association and is merely suspended from Club Activities.

9 (25) (b) In circumstances where a member seeks to make a formal complaint regarding the Club, its management, organisation or member, that person should forward his complaint in writing to the Club Secretary. The complaint shall be investigated by the Complaints Committee. The Complaints Committee shall consist of: one Committee member of the Juvenile Section: one Committee member of the Senior Section: and two Committee members of the Executive Committee. Alternatively, the member may forward his grievance to the relevant section of the Club.

9 (26) No decision made by a meeting of the Executive Committee shall be set aside or altered in any manner whatsoever at a subsequent meeting of the Executive Committee save by motion in writing supported by no fewer than two thirds of those present and voting.

9 (27) The Executive Committee shall have discretionary power to reinstate to membership, under such terms as it shall think fit, any person whose membership has been suspended or withdrawn provided that no fewer than two thirds of the Executive Committee present vote in favour of such a motion.

9 (28) Each member shall have the right to be heard by the Executive Committee upon any complaint or representation sent by him in writing to the Secretary.

Senior Section

MANAGEMENT OF TEAM AFFAIRS

10 (1) Under 21 and Adult Team Affairs:

2013 E.G.M

The activities of Under 21 and Adult Teams shall be administered and controlled by a Sub Committee, to be known as the Senior Committee consisting of Chairman, Vice Chairman, Runai, Treasurer, P.R.O, Registrar, Insurance Officer, Player Welfare Officer, One representative from each of the various teams from under 21 to Senior, 2 County Board Delegates and 2 Mid Cork Board Delegates.

10 (2) Chairman, vice Chairman, Runai, Treasurer, PRO, Registrar, Insurance Officer, shall be elected annually at the AGM of the Senior Committee and shall hold office until the next AGM of the Senior Committee subject to the ratification of the Executive Committee.

10 (3) All Officers appointed to The Executive Committee or to any other Section Committees will serve a maximum of three years in any one position within that Committee. 2013 EGM.

This limitation period shall not preclude any member from serving on a similar position in other Committees within the Club nor from serving in a different Officership in the same Committee. 2017 AGM.

An individual can re - sit in a once served position once a period of 3 years has elapsed since last serving. (AGM 2019)

10 (4) Team Reps and Delegates to serve a maximum of 6 years.

10 (5) In The case of the AGM of the Senior Section all motions and nominations must be in the hands of the Runai of the Senior Committee not less than 7 (seven) days before the date of the AGM. In the case of Nomination nominee's signature must accompany the nomination.

10 (6) The Senior Section Officer Board shall be elected by and from the registered full Membership present, entitled to vote and voting at the AGM of the Senior

Section, and nominations to serve on the Senior Section Committee shall be by any two such registered Full members.

10 (7) The AGM of the Senior Section shall be held on or before 31st December each year at such time and place as the Senior Committee may appoint. Notice of time and place of such meeting shall be conveyed to members by the Runai at least 14 days beforehand. Only full Members (who have attained 18 years prior to meeting) who are registered, and who have paid their membership fee for the current calendar year shall be entitled to vote at the AGM.

10 (8) The main duties of Section Chairman are summarised as follows:

Provide progressive and dynamic leadership and initiate plans to take the Section forward. Set goals for the year and prepare action plans aimed at achieving these goals. Agree action plans and delegate tasks to Officers and Committee members with regular follow up. Review the progress of the Section and be proactive in taking appropriate corrective actions. Involve the Vice Chairman in the running of the Section and delegate duties as appropriate. Ensure that Section Officers are fully aware of their duties and responsibilities. Hold regular Committee meetings and prepare an agenda for each meeting.
2013 EGM

10 (9) The main duties of the Section Vice Chairman are summarized as follows:
Assist the Chairman in all aspects of their duties and responsibilities and take an active role in the running of the Section.

Preside over Committee meetings in the absence of the Chairman.

The person elected to the position of Vice Chairman should be done with the aspiration that this person would succeed the current Chairman in the rotation of Section Officerships.

Assist in areas of Registration and Communication.

The Vice Chairman of Section is to set up a forum with Team Managers, monthly to address such issues as:

How to address team preparation and dual codes.

Player holidays during championship season.

Fixture clashes.

Preparation for championship.

Set season goals.

2013 EGM

10 (10) The main duties of the Section Runai are summarized as follows:

Liaise with Divisional and County Boards, and other governing bodies of CLG. Keep accurate minutes of Committee meetings and maintain Club records.

Submit correspondence for consideration at Committee meetings and deal with urgent correspondence between meetings. Undertake outgoing correspondence as required or as directed by Committee meeting.

The role of the Runai is pivotal to the smooth running of the Section therefore regular communication with Officers, Committee members, other Club Sections and Club members is vital.

Submit Team Affiliation, Registration of Players, Full and Youth members to County Board.

2013 EGM

10 (11) The main duties of the Section Treasurer are summarized as follows:

At the beginning of each year prepare a financial budget for the Section.

Outline and plan the fundraising ventures required to meet these budget targets.

Control Section expenditure. Identify major deviations for financial budgets and advise on the necessary corrective actions.

Manage the Section accounts keeping accurate records of all income and expenditure.

Prepare financial reports of income and expenditure with up to date bank statements for Section Committee meetings. Prepare Financial Income and Expenditure Report with Bank accounts balancing statement for the Section AGM Maintain all Financial Records. All

Section Financial accounts submitted to Section AGM must be audited according to Club practice.

10 (12) The main duties of the Section PRO are summarized as follows:
Ensure that all Club match reports and other activities are reported on in the Club Website, Local Press and Newsletter.
Use the Club Website, I.T. Resources, Local Press and Newsletter to highlight match fixtures, Club facilities, Club activities, and present the Club in the best possible light at every opportunity. Look for innovative ways to promote the Club and its wider range of activities. Provide the Divisional, County Board and Rebel Og, PROs with match results and other relevant reports.
Liaise with Section Runai and Club members regarding Rule changes.

2013 EGM

10 (13) The main duties of the Section Registrar are summarized as follows:
Follow up on Club Officers and non-playing Club Members to ensure that membership fees are fully paid by the due date. Liaise with Playing Sections and Team Management to ensure that Players and Team Officials' membership fees are fully paid up by the prescribed dates. Initiate plans to increase Club membership and be aware of new ways on notifying and collecting membership fees. Prepare Register of Players, Full Members and Youth Members for the Runai to submit to the relevant Boards.

2013 EGM

10 (14) The main duties of the Insurance Officer are summarized as follows:
Ensure that all injuries to players are notified to the Insurance Officer immediately.
Ensure that the Club procedure for providing treatment of injuries is followed.
Ensure that Insurance Claim Forms with the relevant receipts are completed and submitted within the prescribed time.

2013 EGM

10 (15) The Club Player Welfare Officer is a Senior position of responsibility within the Club and careful consideration should be given when electing or selecting a person to fill this role. This position is compulsory in the Club. Ballincollig GAA takes a vested interest in all its player's health and wellbeing.

They want players to know that if they have issues that they can't seem to deal with on a playing or a personal level, that we as a Club are committed to helping in any way we can.

The Player Welfare Officer can be contacted in total confidence, with all information being listened to without prejudice and the matter being totally confidential between player and the Player's Welfare Officer.

The Club is committed to provide assistance and support and ensure that all matters are dealt with in the appropriate manner, which will allow the player to continue their association with the Club. The position will be an appointee of the Executive Committee
2013 EGM

10 (16) Team Management

A Sub Committee working group on the subject of Team Management is to be set up annually. The group's function is to receive and consider all applications for Managers positions at all grades within the Senior Section. They will meet at times and dates to be confirmed and suitable. The group will be Chaired by an Officer from the Senior Section. All other members will be appointed by the Committee and not necessarily be limited to within the membership of the Senior Section. The group will be expected to consider all applications but also to encourage other individuals, either current members or former members to consider an expression of interest in getting involved in Management. An emphasis will be placed on structuring the Management Teams and having the distinctive roles of Manager (to co-ordinate, organise and maintain communications whilst taking charge of all activities) together with a Coach (to deal with the hands-on preparation and training of teams.) It is recommended that three Selectors be appointed for each Management Team.

Managers' applications will be considered on their individual merits. If a Manager submits an application, the Sub Committee will review the application and consider it on its merits as against any other applications that may be received and as against any other potential candidates that may also be suitable applications in the opinion of the Subcommittee either for the position of Manager, Coach or Selector. It will not be the function of the Sub Committee to guide or assist Management Teams in carrying out their role once they have been appointed and ratified.

As soon as all Team Management positions for each Senior Grade have been filled the Subcommittee will, in effect, have no function until the following year but will remain in situ in the event that any problems occur with any Management group over the course of the year or where alternative or emergency appointments require to be made.

As soon as the Subcommittee has reached a decision in relation to all teams its decision will be final. It will be at the discretion of the Senior Section Committee as to when the Sub Committee's work should begin in any given year, but it is recommended that the work would begin at the beginning of November and /or when competitions are coming to a close.

2013 EGM

10 (17) It shall be an overriding principle and policy of the Club that all teams within the Senior Section should at all times field their best available team for championship fixtures. That principle should be held subject to implementation and consideration of the following recommendations;

1. At a suitable time at the start of competitive fixtures in every calendar year a special meeting be arranged comprising of the following personnel
 - a. Two representatives from the Executive Committee.
 - b. Two representatives from Senior Section Committee.
 - c. Two Representatives from Juvenile Section Committee.
 - d. All delegates from each Sections.

2. The Sub Committee working group pursuant 10 (16) of the constitution and rules of the Club will as part of their mandate ensure that because of the important link between the Minor and Under 21 grade and because of their separation within the Juvenile and Senior Section Committees, respectively, a suitable selector/ member of the Management Team should be appointed as a liaison between both grades and Section and that this Selector will inform the delegates of each section as to what fixtures and recommendations are agreed between the Management of the Minor and Under 21 grades before each Juvenile and Senior Section meeting. Delegates are expected as part of their official function to take up a much more pro-active role and to liaise with each other between the Sections, before each and every mid Cork Board or County Board meeting and before each Section meeting.

3. Managers and delegates (from Minor to Senior Grade in both codes) should arrange to meet regularly to discuss weekly fixtures and availability of players in an effort to promote and preserve good will amongst all Managers of all grades within the Club and across Sections.

4. Any player within the Minor panel should be afforded a rest period of not less than 72 hours between competitive fixtures. In exceptional cases this may be reduced to 48 hours and in such exceptional case subject to:
 - a. Parental consent;
 - b. Consultation with Club health and Wellbeing Officer as may be appointed;
 - c. And/or Consultation with Child Welfare Officer;
 - d. If necessary, consultation with the Club Doctor and Physiotherapist.

2016 AGM

10 (18) The Player

The Club recognises that its most valuable asset is its players. Ballincollig Hurling and Football Club is committed to striving to create the best possible facilities and playing conditions to accommodate each player at all levels taking into account matters such as family and work commitments, the dual role within the Club.

and player burnout. Every player should be rewarded and appreciated for his efforts with words of encouragement and respect for the dignity of every player is paramount.

In return the Club expects commitment and loyalty from each player. Players must show respect for their Managers, their teammates and for the Club Crest when they commit to playing for Ballincollig. Every player should be in attendance all training sessions and games unless excused by his Manager and should be sufficiently aware of the rules and regulations of the Club.

At the start of every playing year all Team Managers are encouraged to have an open and frank meeting with their entire squads before the commencement of the league competitions to discuss and confirm the following matters together with any other pressing or pertinent issues that may arise within the squad or within the Club.

Matters to be considered:

- Games and competition calendar.
- Training and coaching dates.
- Players' availability throughout the year.
- Holidays.
- Injuries/ Medical treatment or issues arising.
- Employment Sourcing Committee (see next section).

2013 EGM

10 (19) Employment Sourcing Committee

The Club recognises as a result of varying economic conditions prevailing within a Club and its Community at any given time that within the Senior Section there are a number of players who are students who require employment during the summer months. Likewise, there may be players who have lost their Jobs or are long term unemployed. In such situations the lure of travelling to the US or other Countries with a promise of work in return for playing with one of the affiliated Clubs abroad is both real and understandable. Unfortunately, the Club has suffered significant losses over the past number of years from players falling into the above categories. In order to stem the tide, the Club will maintain an Employment Sourcing committee to establish and maintain links to recognised businesses and companies in the local areas to provide employment so that we can keep all our valued players at home and put our best foot forward come championship time.

2013 EGM

10 (20) The Senior Committee shall hold regular meetings at intervals of not more than two weeks or such extended period as shall be agreed.

10 (21) CODE OF DISCIPLINE FOR ADULT PLAYERS

Constitution amended 22nd Jan 2003 to include sec 10 (21) - 10 (24)

It is necessary to point out that:

- (a) Players are expected if selected but cannot be forced to play for a team above his own age group.
- (b) Players must be given due and proper notice of all games.
- (c) Selectors must be given due and proper notice by players who are unable to attend games which they have been notified.

10 (22) (a) Players may play other games on the day prior to a league game but may not play on the day of a league game, except where the game is an "own code" game.

(b) Players may not play other games (contact sports) for three (3) days prior to a Championship match.

(c) Breach of regulations (a): (b) will render a player ineligible for selection for one game. The player will be required to attend and be available for that game but cannot be selected unless such a selection is required to field a team.

10 (23) The following penalties will be imposed in the events of players failing to turn up for a match for which he has been notified, without having given prior notice or having an accepted excuse.

FIRST OFFENCE: When a player fails to attend a game and is not excused he will be required to attend and be available for the next game but cannot be selected for that game—unless such selection is required to field a team.

SECOND OFFENCE: When a player fails to attend a game on the second occasion and is not excused that player cannot be considered for the remainder of the year except in circumstances where the Senior Committee may decide to re admit that player. The relevant Management Teams will be expected to enforce the regulations in Full. However, in exceptional circumstances all of the Senior Committee would have discretion to allow the Selectors to play an offending player. This exception being only used rarely and only in the most extenuating circumstances.

10 (24) All Selectors and Club mentors privileged to be on the side line for games must give a lead to players in again establishing respect for the position of referees at our games. Mentors or players who abuse referees will be subject to disciplinary action even though the matter may not be reported by the referee. Mentors in seeking to motivate players must not abuse players in an offensive manner thereby discouraging players and bringing the Club into disrepute. Selectors are obliged to promote better conduct among our players during games. Players whose misconduct incur the attention of the referee and continues with the same line of conduct should be withdrawn by the selectors before the referee decides he would need to take action.

Juvenile/ Youth Development

11 (1) Minor and lower Group Team Affairs

The activities of under 16 and lower age group teams shall be administered and controlled by a Sub Committee, to be known as the Juvenile /Youth Development Committee consisting of Chairman, Vice Chairman, Runai ,Treasurer, Assistant Runai, Assistant Treasurer, PRO, Registrar , Children's' Welfare Officer , Youth Development Chairman and such numbers as may be deemed desirable at General Meetings of the Juvenile/Youth Development Committee.

11 (2) Chairman, Vice Chairman, Runai, Treasurer, Assistant Runai, Assistant Treasurer, PRO and Registrar of the Juvenile Committee shall be elected annually at the AGM of the Juvenile/Youth Development Committee and shall hold office until the next AGM of the Juvenile/Youth Development Committee subject to the ratification of the Executive Committee.

11 (3) In The case of the AGM of the Juvenile/Youth Development Committee all motions and nominations must be in the hands of the Runai of the Juvenile/Youth Development Committee not less than 7 (seven) days before the date of the AGM. In the case of nominations, nominee's signature must accompany the nomination.

11 (4) The Juvenile/Youth Development Committee shall be elected by and from the registered full membership present, entitled to vote and voting at the AGM of the Juvenile/Youth Development Committee and nominations to serve on the Juvenile/Youth Development Committee shall be by any two such registered full members.

11 (5) The AGM of the Juvenile/Youth Development Committee shall be held on or before 31st December each year at such time and place as the Juvenile/Youth Development Committee may appoint. Notice of time and Place of such meeting shall be conveyed to members by the Runai at least 14 days beforehand. Only full Members (who have attained 18 years prior to meeting) who are registered, and who have paid their membership fee for the current calendar year shall be entitled to vote at AGM.

11 (6) The Juvenile/Youth Development Committee shall at all times have power to co-opt additional members and fill any vacancies which may occur during the year.

11 (7) The Juvenile/Youth Development committee shall hold regular meetings at intervals of not more than two weeks or such extended period as shall be agreed.

11 (8) Officers to serve a maximum of 3 years in one position as per Rule 10(3).

11 (9) Team Reps and Delegates to serve a maximum of 6 years.

11 (10) The main duties of Section Chairman are summarised as follows: Provide progressive and dynamic leadership and initiate plans to take the Section forward. Set goals for the year and prepare action plans aimed at achieving these goals. Agree action plans and delegate tasks to Officers and Committee members with regular follow up. Review the progress of the Section and be proactive in taking appropriate corrective actions. Involve the Vice Chairman in the running of the Section and delegate duties as appropriate. Ensure that Section Officers are fully aware of their duties and responsibilities. Hold regular committee meetings and prepare an agenda for each meeting.

11 (11) The main duties of the Section Vice Chairman are summarized as follows: Assist the Chairman in all aspects of their duties and responsibilities and take an active role in the running of the Section.

Preside over Committee meetings in the absence of the Chairman.

The person elected to the position of Vice Chairman should be done with the aspiration that this person would succeed the current Chairman in the rotation of Section Officerships.

Assist in areas of Registration and Communication.

2013 EGM

11 (12) The main duties of the Section Runai are summarized as follows:

Liaise with Divisional and County Boards, Rebel Og and other governing bodies of CLG. Keep accurate minutes of Committee meetings and maintain Club records. Submit correspondence for consideration at Committee meetings and deal with urgent correspondence between meetings. Undertake outgoing correspondence as required or as directed by Committee meeting.

The role of the Runai is pivotal to the smooth running of the Section so regular communication with Officers, Committee members, other Club Sections and Club members is vital. Submit Team Affiliation, Registration of Players, Full and Youth members to County Board.

11 (13) The main duties of the Section PRO are summarized as follows:

Ensure that all Club match reports and other activities are reported on in the Club Website,

Local Press and Newsletter.

Use the Club Website, I.T. Resources, Local Press and Newsletter to highlight match fixtures, Club facilities, Club activities, and present the Club in the best possible light at every opportunity. Look for innovative ways to promote the Club and its wider range of activities. Provide the Divisional, County Board and Rebel Og, PROs with match results and other relevant reports.

Liaise with Section Runai and Club members regarding Rule changes.

11(14) The main duties of the Section Treasurer are summarized as follows:

At the beginning of each year prepare a financial budget for the Section.

Outline and plan the fundraising ventures required to meet these budget targets.

Control Section expenditure.

Identify major deviations for financial budgets and advise on the necessary corrective actions.

Manage the Section accounts keeping accurate records of all income and expenditure.

Prepare financial reports of income and expenditure with up to date bank statements for Section Committee meetings. Prepare Financial Income and Expenditure Report with Bank accounts balancing statement for the Section AGM. Maintain all Financial Records. All Section Financial accounts submitted to Section AGM must be audited according to Club practice.

11 (15) The main duties of the Section Registrar are summarized as follows:

Follow up on Club Officers and non-playing Club Members to ensure that membership fees are fully paid by the due date.

Liaise with playing Sections and Team Management to ensure that players and Team Officials' membership fees are fully paid up by the prescribed dates.

Initiate plans to increase Club membership and be aware of new ways on notifying and collecting membership fees. Prepare Register of Players, Full Members and Youth Members for the Runai to submit to the relevant Boards.

11 (16) The main duties of the Insurance Officer are summarized as follows:

Ensure that all injuries to players are notified to the Insurance Officer immediately.

Ensure that the Club procedure for providing treatment of injuries is followed

Ensure that Insurance Claim Forms with the relevant receipts are completed and submitted within the prescribed time.

11 (17) Juvenile and Youth development teams must give first preference to players on the age up to and including under 15 and including all substitutions in all games (Championship included). In the event of a team requiring players (due to a shortage of players on the age) from a lower age group, the players on the age should start the game and in the absence of injury, should partake in two thirds (2/3) of time allocated to the game.

The underage players used must be drawn from the next under Age team e.g.

Fe 16 from Fe 15: Fe 14 from Fe 13: Fe 13 from Fe 12 : Fe 12 from Fe 11...

NOTE: The use of a player or players from a lower age group must have the support of the Juvenile Officers.

EGM 2013

Exception to the rule will apply to teams at Fé 14 which can select a maximum of three players to start as well as two substitutes (five in total) from a lower age group for Championship fixtures and Feile competitions only.

AGM 2017

11 (18) CHAIRMAN OF YOUTH DEVELOPMENT

The appointed Chairman shall;

Oversee and execute the implementation of a skills programme by way of regular meetings with Managers/Coaches within the Juvenile Section.

- Organise and implement the core policy of weekly administration and demonstration of skills to as many registered young members as possible is carried out.
- Ensure that the core principals of promoting and fostering youth development are adhered to by all stakeholders within the Juvenile Section and Youth Development.
- Attend regular Juvenile meetings and liaise with the Committee and the Children's Officer.

The Club Children's Officer is a senior position of responsibility within the Club and careful consideration should be given when electing or selecting a person to fulfil this role. This position is compulsory in the Club.

The Club Children's Officer should;

- Ensure, in as far as possible, that all Players, Coaches/Team mentors, Parents/Guardians, Officials and spectators adhere to the GAA Code of Best Practice for Youth Sport.
- Assist with organising the delivery of the Code of Ethics (ISC/SportNI) training within the Club and other appropriate training in consultation with the Club's Designated Person.
- Distribute copies of the GAA Joint Code of Behaviour at Club level and ensure that all mentors in particular sign and abide by the Code.
- Influence policy and practice within the Club in order to prioritise children's and young people's needs.
- Club Children's Officers do not have the responsibility to investigate or validate child protection allegations or concerns within the Club. The liaison person appointed by the Club to deal with such concerns is the Club's Designated Person as per the GAA Guidelines for Dealing with Allegations of Abuse (Fourth Edition).

11 (19) CLUB COACHING OFFICER

The Club will at all times have appointed a Club Coaching Officer to support the development of coaching and games at Club level. This appointee will act as the first point of contact for development of games and skills and will act as head of the Juvenile and Youth Development Sections. The position will be appointed by the Executive Committee by interview process and will remain in situ for a term of not more than six years. At the end of said term the outgoing Officer may reapply for the position and the position will not be subject to the Officership limitation rules for Committee members as otherwise provided in the Club Constitution. {10(3) and 11(8)}

11 (20) SCHOOLS LIAISON OFFICER

The Club shall at all times have appointed a Club Schools Liaison Officer to support the development of coaching and games at local schools at both primary and secondary level. The appointee will act as the first point of contact for development of Gaelic Games within the local schools in terms of coaching programmes, provision of information and player development and recruitment. The position will be advertised by the Executive Committee by interview process and the successful candidate shall remain in situ for a period of six years. The position is not governed by the limitation periods provided at 10(3) and 11(8).

AGM 2017

11 (21) It is recommended that the Minor Grade would come under the administration of The Juvenile/Youth Development section. This would bring our structures into line with other clubs and streamline the administration link with Rebel Og who oversee all aspects of minor Grade. We need continuity in the management of players moving up from under 16 to the minor Grade. In an effort to maintain the link and ensure a smooth transfer from U16 to minor, a minimum of one and a maximum of 2 u16 selectors should be included in the Minor Management setup. It would also be beneficial if one Minor Selector was to work as part of the Management of the U16 teams.

11 (22) Coaching Committee to be set up with the full backing and support from all Sections of the Club i.e. Executive, Senior and Juvenile/Youth Development Objective: To oversee all aspects of Coaching from u6 to u16. To offer help and assistance to any age group that may be struggling with either Hurling or Football with regards to coaching expertise or number of coaches involved with individual teams. Organise coaching workshops within the Club to ensure that all of our coaches are fully trained and aware of what is required to be a coach with Ballincollig Hurling and Football Club. All Club members are welcome to become involved in the coaching setup, but the Club has the final say as to who will be appointed at all the age levels. Again, this is to ensure the right balance of Hurling and Football knowledge is spread evenly at all age groups.

At Youth Development level we reiterate the need and absolute minimum requirement of bringing through as many children as possible so as to ensure we have AT LEAST 2 teams competing from u13 up to and including U21 age groups. To identify and approach ex-players, ex coaches and potential new comers to Ballincollig with the view of getting them involved in the coaching setup.

The elected Juvenile Committee will approach and appoint suitable candidates for the Coaching Committee who will report on a regular basis on the progress made.

2012 AGM

11 (23) CODE OF DISCIPLINE FOR UNDERAGE PLAYERS

Constitution amended 22nd Jan 2003 to include sec 11(20)- 11(22)

11 (24)

INTRODUCTION

- a) Ballincollig GAA (Juvenile/Youth Development) organises and trains teams for those interested in playing Hurling and Football competitively. Selectors, trainers and coaches give of their talents, time and energy to ensure that all such players receive the opportunity to enjoy playing.
- b) In return, players are required to uphold the club's high standards. In particular, players are expected to,
 - Give loyalty and commitment to their team mates and selectors.
 - Show respect, courtesy and cooperation to selectors, trainers match officials and team mates, and to behave in a manner which reflects well upon our Club.
 - Attend, and try hard at, as many training sessions and matches as possible.
 - Behave in a sporting manner towards team mates and opponents.
- c) Players should become proud of their Club and like the adults looking after them, be willing to make personal sacrifices for the sake of their team when necessary.
- d) Selectors, trainers and coaches are expected to lead by example in upholding the same standards and to treat the players in their charge with respect, fairness and equality.
- e) Breach of these standards renders a player liable to penalties such as those set out hereunder. The juvenile /Youth Development Committee will decide if a selector has failed in his responsibility and , in such a case , will take appropriate action.

11 (25)

RULES FOR PLAYERS UP TO FE 16's

- a) While participating in Club activities players are required to show cooperation and courtesy and to behave at all times in a manner which reflects well upon our Club. A player who seriously violates Club standards will not be selected until he has improved his behaviour. Very serious cases will be reported to the juvenile/Youth Development Committee which may impose additional penalties or may refer them to the Executive Committee with/without recommendations which may lead to suspension of the members involved from Club Activities.
- b) A player may be invited to play for a team above his age group, but he cannot be forced to do so.
- c) Players should be given due notice of all matches and training sessions.
- d) Players are expected to give genuine commitment to attendance and participation at both training and matches. Selection should be based on such commitment.
- e) If a player cannot attend training or a match he is expected to inform one of his team Selectors.
- f) If a player fails to turn up for a match for which he has been notified, and has not been excused prior to the match or has not an acceptable excuse after the match, then the following penalty may apply, the player will be required to attend and be available, with gear, for all of the next match at that age group in the same code for a single code player, in either code for the dual code player, but he cannot be played unless his participation is required to field a team. If he does not remain available during all of the match he has not fulfilled his penalty.

- g) A player who does not turn out for his own age group and is not excused as set out in 11(21) (f) cannot be selected for a team in a higher age group. In any such situation, the selectors involved must inform the selectors of the team in the higher age group that such a player is not available for selection until

Either

- (i) He has been penalised in his own age group as set out in 9(11)(f).

Or

(ii) Three (3) weeks has elapsed from the date of the match he did not attend and the opportunity of fulfilling (i) above has not arisen during that time.

- h) If a player fails to attend (3) three matches as set out in 9(11) (f) he cannot be considered for selection unless the Juvenile Committee or in their absence, two (2) Officers of the juvenile /Youth Development Committee decides to re-instate him.
- i) If a match is a semi-final or Final of a County Championship or a Divisional or League Final, then a player who plays or trains for another match before our match on the same day is ineligible to play.

Unless

1. His participation is required to field a team,
 - a. Or
2. There are genuine exceptional circumstances that can be supported at Juvenile /Youth Development Committee Level.

- j) Notes

(i) In the application of these rules, a blitz competition is considered to be one match.

(ii) A member wishing to appeal a penalty imposed should forward his complaint in writing to the Club Runai. It will be investigated by the Complaints Committee as set out in rule 11(20)b Alternatively, the member may forward his grievance to the Juvenile /Youth Development Committee.

12 (1) **The Ranges Pitch and Putt Club**

The activities of the Ranges Pitch and Putt Club shall be administered and controlled by a Sub Committee, to be known as the Executive Committee of the Ranges Pitch and Putt Club consisting of President, Chairman, Vice Chairman, Runai, Treasurer, Assistant Runai, Assistant, Treasurer, P.R.O Registrar, Grounds Officer , Youth Officer, Ladies Captain, Gents Captain.

12 (2) In accordance with the constitution of the Ranges Pitch and Putt Club The officers of the Executive Committee of said Club must be registered members of Ballincollig GAA Club.

12 (3) The treasurer of the Ranges Pitch and Putt Club shall be appointed by the Executive Committee of Ballincollig GAA Club.

12 (4) All the Officers listed in rule 10 with the exception of the Treasurer, shall be elected annually at the AGM of the Ranges Pitch and Putt and shall hold Office until the next AGM of the Ranges Pitch and Putt Club.

12 (5) All the Officers with the exception of the Treasurer shall be elected by and from the registered full membership present, entitled to vote and voting at the AGM of the Ranges Pitch and Putt and nominations to serve on the Ranges Pitch and Putt Committee shall be by any two such registered full members.

12 (6) Correct accounts and books shall be kept by the Treasurer of the Ranges Pitch and Putt showing receipts and disbursements of the Ranges Committee and there shall be paid laid before the AGM of this Committee a duly audited income and expenditure account. The Banking account shall be kept in the name of the Club in such Bank as the Committee may from time determine. All cheques shall be signed by the Treasurer and either the Chairman or Runai of the Ranges Committee.

12 (7) The Runai shall keep minutes of all proceedings in Committee and General Meetings of the Ranges Committee. He shall submit an Annual Report of the year's workings to the AGM which shall be circulated to members.

12 (8) The Ranges Pitch and Putt Club shall at all times and in accordance with its own Constitution have powers to co-opt additional members and fill any vacancies which may occur during the year.

12 (9) New membership shall be accepted by proposal from a serving member, place on the Club Notice board for 14 days period, prior to approval of the Executive Committee.

1996 AGM

12 (10) A special meeting of members shall be held at the request of two thirds of the members of the Executive Committee or two thirds of the General membership.

1996 AGM

13 (1) **Matt Bowls Club**

The activities of the Matt Bowls Club shall be administered and controlled by a Sub Committee, consisting of Chairman, Vice Chair Runai, Treasurer, PRO, and such numbers deemed desirable at AGM of the Matt Bowls Club.

13 (2) The Officers of the Matt Bowls Club Committee must be registered members of Ballincollig GAA Club.

13 (3) The Treasurer of the Matt Bowls Club shall be appointed by the Executive Committee of Ballincollig GAA Club.

13 (4) All the Officers listed in rule 14 with the exception of the Treasurer, shall be elected annually at the AGM of the Matt Bowls Club and shall hold office until the next AGM of the Matt Bowls Club.

13 (5) All the Officers with the exception of the Treasurer shall be elected by and from the registered full membership present, entitled to vote and voting at the AGM of the Matt Bowls Club and nominations to serve on the Matt Bowls Club Committee shall be by any two such registered full members.

13 (6) The Matt Bowls Committee shall at all times have power to co-opt additional members and fill any vacancies which may occur during the year.

13 (7) The Matt Bowls Committee shall hold regular meetings at intervals of not more than two weeks or such extended period as shall be agreed.

14 (1) **Golf Society**

The activities of the Golf Society shall be administered and controlled by a Sub Committee, consisting of President, Captain, Runai, Treasurer, and such numbers as may be deemed desirable at the AGM of the Golf Society.

14 (2) The Officers of the Golf Society Committee must be registered members of Ballincollig GAA Club.

14 (3) The Treasurer of the Golf Society shall be appointed by the Executive Committee of Ballincollig GAA Club.

14 (4) All the Officers listed in rule 15 with the exception of the Treasurer shall be elected annually at the AGM of the Golf Society and shall hold office until the next AGM of the Golf Society

14 (5) All the Officers with the exception of the Treasurer shall be elected by and from the registered full membership present, entitled to vote and voting at the AGM of

the Golf Society and nominations to serve on the Golf Society Committee shall be by any two such registered full members.

14 (6) The Golf Society shall at all times have power to co-opt additional members and fill any vacancies which may occur during the year.

14 (7) The Golf Society shall hold regular meetings at intervals of not more than two weeks or such extended period as shall be agreed.

14 (8) In addition to these rules governing The Golf Society,

The constitution of the Golf Society was adopted on Wed 22nd Jan 2003

Darts Club

15 (1) Ballincollig GAA Club Darts

The activities of the Darts Club shall be administered and controlled by a Sub Committee, consisting of Chairman, Vice Chair, Runai, Treasurer, Captain, PRO, and such numbers deemed desirable at AGM of the Darts Club.

15 (2) The Officers of the Darts Club Committee must be registered members of Ballincollig GAA Club.

15 (3) The Treasurer of the Darts Club shall be appointed by the Executive Committee of Ballincollig GAA Club.

15 (4) All the Officers listed in rule 15(1) with the exception of the Treasurer, shall be elected annually at the AGM of the Darts Club and shall hold office until the next AGM of the Darts Club.

15 (5) All the Officers with the exception of the Treasurer shall be elected by and from the registered full membership present, entitled to vote and voting at the AGM of the Darts Club and nominations to serve on the Darts Club Committee shall be by any two such registered full members.

15 (6) The Darts Committee shall at all times have power to co-opt additional members and fill any vacancies which may occur during the year.

15 (7) The Darts Club Committee shall hold regular meetings at intervals of not more than two weeks or such extended period as shall be agreed.

2010 AGM

16 (1) **Ballincollig Camogie Club**

Ballincollig Camogie Club to become an affiliated member of the Executive of the Executive for a period of not less than one year.

2001 AGM

16 (2) The Club shall be administered by an Executive Committee.

16 (3) Membership of the Ballincollig Camogie Club does not entitle one to vote or engage in the management of Ballincollig Hurling and Football Club.

2001 AGM

17 (1) **Ballincollig GAA Ladies Football club**

Ballincollig GAA Ladies Football Club to become an affiliated member of the Executive of the Club for a period of not less than one year.

2001 AGM

17 (2) The Club shall be administered by an Executive Committee.

17 (3) Ballincollig GAA Ladies Football Club does not entitle one to vote or engage in the management of Ballincollig Hurling and Football Club.

GENERAL MEETINGS

18 (1) The Annual General Meeting of the Club shall be held on or before 31st Jan each year at such time and place as the Executive Committee may appoint. Notice of time and place of such meeting shall be conveyed to the membership by the Runai at least 14 days prior. Only full members (who have attained 18 years prior to the meeting) who are registered and who paid their membership fee for the current calendar year shall be entitled to vote at AGM. Notification of Time and place of all Annual General Meetings will be conveyed to members via modern communication mediums such as mobile phone, Club website and Club notice board.

2013AGM

18 (2) In the case of the AGM all motions and nominations must be in the hands of the Runai not less than 7 days before the date of the AGM.

18 (3) The following business shall be transacted at the AGM

- (i) Minutes of the previous AGM.
- (ii) Annual Report submitted by Runai.
- (iii) Financial Statement submitted by the Treasurer.
- (iv) Election of Officers and Members of the Executive Committee.
- (v) Notices of Motion.
- (vi) General Business.

18 (4) Twelve (12) full members entitled to vote shall constitute a quorum at an AGM or Special General Meeting of the Club.

18 (5) A Special General Meeting of the Club may be called for by the Executive or on a requisition in writing to the Runai signed by no fewer than twenty (20) full members who in their requisition shall state the purpose of such meeting. The only business to be transacted at such a meeting shall be the special business for which the meeting was called for. Members shall receive at least five (5) days' notice of time and place of such meeting and of the special business to be transacted.

18 (6) No alteration (except as may be rendered necessary to comply with statute) shall be made to the rules of the Club, except for the decision of two thirds of the members present and voting at a AGM called for the purpose of considering any proposed alteration. Any alteration which may be required to comply with any statute can be made by the Committee. Any such alteration or addition shall be effective immediately and should be formally written into the Club Constitution by way of addendum as soon as possible.

18 (7) Save where otherwise provided for in the rules, all decisions at AGM and Sub Committee meetings shall be taken by a simple majority of those present and voting. In the event of a tie, the presiding Chairman shall have a casting vote in addition to his ordinary vote. The Chairman shall be obliged to use his casting when required to do so.

18 (8) The AGM of Senior Section, Juvenile/Youth Development Section, Ranges Pitch and Putt, Golf Society, Matt Bowls Club, Darts Club shall be held prior to the AGM of

the Club at such time and place as the respective Committees may appoint before the 31st December.

18 (9) This Club Constitution and rules shall be read in conjunction with the general rules of Cumann Luthchleas Gael contained in the Official Guide as amended from time to time.

18 (10) The Executive Committee shall be the sole authority for the interpretation of those Club Rules (with the exception of Club rule 9(6))and of any bye laws and regulations made there under, and the decision of the Executive Committee upon question of interpretation or upon any matter affecting the Club and not provided for by these Club rules or by the bye laws and regulations made there under to a General Meeting, and shall not under any circumstances be subject to appeal to any Court of Law.

ASSETS

19 (1) The Club shall have power to acquire and hold and to sell, lease, mortgage or charge real and personal property. Real property shall not be transferred, sold, leased, conveyed, mortgaged or otherwise charged or dealt with without the consent of the Executive Committee as set out in the Declaration of Trust.

19 (2) The real property of the Club shall be vested in three or more members of Cumann Luthchleas Gael as Trustees who shall hold same in accordance with the Charter, Constitution and rules thereof and subject to the covenants and conditions contained in the approved Declaration of Trust and who shall sell, lease, mortgage or charge the said property when directed to do so and with the consent of the Executive Committee. The said Trustees shall be ex officio extra members of the Executive Committee of the Club and shall have access to the records and financial accounts of the Club. The Executive Committee shall select the Club Trustees who shall then be appointed by the Chairman of the Club and the remaining Trustees shall be appointed by the President of the Provincial Council and the Chairman of the County Committee where appropriate.

19 (3) The personal property of the Club shall be vested in the Chairman, Treasurer and Runai for the time being of the Club who shall hold same in trust for the Club. The said Trustees shall invest the funds of the Club in accordance with the directions of the Executive Committee of which an entry in the minutes book of the Club shall be conclusive evidence.

19 (4) The Executive Committee shall open a Bank Account on behalf of the Club and all cheques drawn on the said account shall be signed by the Treasurer and by the Chairman or Runai.

19 (5) Correct Accounts and Books shall be kept showing the financial affairs and receipts and disbursements of the Club.

19 (6) The said Trustees of the real property and of the personal for the time being shall be as set out in the schedules of these Club rules.

19 (7) The Club shall, say for minor out of pocket expenses, indemnify and keep indemnified a Trustee in respect of any loss or out of pocket expenses bona fide incurred by him in or about the execution of his trust of powers.

19 (8) The Executive Committee shall have power to borrow, for the purpose of the Club, by way of overdraft, term loan, loan account or otherwise from the Club's Bankers, with Interest in the category of the accommodation granted, such amount of money either at one time or from time to time as it may deem proper, such borrowing to be effected in the names of the Club's Trustees and to give security for such borrowings and the interest thereon by the issue of bills of exchange, promissory notes or other obligations or securities of the Club or by mortgage or charge upon all or any part or the property of the Club and thereupon the Trustees shall at the direction of the Committee make all such dispositions of

the property of the club or any part thereof and enter into such agreement in relation thereto as the Committee may deem proper for giving such securities subject to conditions set out.

19 (9) No member of the Executive Committee and no manager or servant employed by the Club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sales.

19 (10) Billy Fitton is accepted as new Trustee in place of Leslie Baker (R.I.P.)

1996 AGM

Intoxicating liquor acts

20 Constitution to take cognisance of the Intoxicating Liquor Act and its amendments, in particular the amendments of 2000 as listed hereunder Functions in registered clubs.

29. –(1) A registered club shall not hold any function in its premises unless –

(a) the function is –

(i) for the benefit of the club as a whole,

(ii) related to the club's objects, and

(iii) organised by the club,

and

(b) only members of the club and their guests are present at it.

(2) Subsection (1) does not apply to any function –

(a) where the whole proceeds, after deducting the expenses of the function, are devoted to community, charitable or benevolent purposes, or

(b) which is organised by a registered club for a member (or a member of his or her family), and at which only the member and his or her guests are present.

(3) Where there is a contravention of subsection (1) –

(a) the registered club, and

(b) every person entered in the register of clubs as an official or member of the committee of management or governing body of the club at the time of the contravention, is guilty of an offence and is liable on summary conviction to a fine not exceeding –

(i) in the case of a first offence, £300, or

(ii) in the case of a second or subsequent offence, £500.

(4) In any proceedings against a person for an offence under this section it shall be a defence for the person to prove that he or she exercised all due diligence to avoid the commission of the offence.

Groups visiting registered clubs.

30. –(1) Where members of a group are visiting a registered club for the purpose of –

(a) taking part in any pastime, sport, game or recreation there, or

(b) organising or taking part in the organisation of, or arrangements for, any such activity, intoxicating liquor may be supplied to them at the request and in the presence of an official of the registered club on the occasion of the visit.

(2) An official of the registered club being visited shall enter the name of the group concerned, and the number of persons in it, in the book required to be kept by paragraph (g) of section 4 of the Act of 1904.

(3) This section shall have effect notwithstanding anything in the said paragraph (g) or any rule required to be made by a registered club under it.

(4) In this section “group” means a club (whether registered or unregistered), society or organisation.

Amendment of section 45 (restriction on advertising of functions in registered clubs) of Act of 1988.

31. –Section 45 (restriction on advertising of functions in registered clubs) of the Act of 1988 is hereby amended in subsection (2) –

(a) by the substitution in paragraph (c) of “members, or” for “members.”, and

(b) by the insertion of the following after that paragraph:

“(d) any advertisement in so far as it relates to a function at which intoxicating liquor will not be served or a function to which section 29 (2)(a) of the Intoxicating Liquor Act, 2000, applies.”.

ADDENDUMS / ADDITIONS/ ALTERATION TO RULE

The following pages contain Additions/ Alterations to rule made at The Annual General Meeting of the club.

ADDENDUMS

SUBSCRIPTIONS

Alteration to rule

RULE 7 (1) Club Membership increase from €20 to €25 for a single individual and €40 per couple

Constitution amended at 2013AGM to include this alteration

RULE 67 (1) Club Membership increase to €35 for a single individual and €50 per couple from Jan 2014

Constitution amended at 2013AGM to include this alteration

RULE 7 (1) First Team player Membership €100: €75 non first team player :non playing €25 Jan 2013

Constitution amended at 2012AGM to include this alteration

ADDENDUMS

RULE 9(2) EXECUTIVE COMMITTEE

Addition to Rule during the year That the Executive committee conduct the following review

(i) That the composition of the Executive committee be reviewed, specifically with regard to the position of the non GAA Club organisations on the committee

(ii) That the Executive committee set up a working committee to look at the running of the Club and produce a plan to examine the requirements of the Club over the next five (5) years

Constitution amended at 2003 AGM to include this addition (wed 28th Jan 2004)

RULE 9 (24) EXECUTIVE COMMITTEE

B The following text to replace rule 9(24)

Alteration to Rule A General Purposes Committee (GPC) to be formed to deal with the issues of Discipline within the club and could hear and deal with complaints from individuals or bodies from the sections of the Club. The committee would comprise of Chairman of both the Senior and Juvenile sections as well as an independent chairman who is not currently sitting on any committee of the Club. The Chairman of the GPC will be elected at the AGM of the Club each year. The GPC will hear any formal complaint regarding the conduct of the Club, it's management, organisation or any individual member. The GPC will call upon any member of the Club to give an account of themselves to a meeting of the GPC and that the committee shall have the power to take any disciplinary action it deems necessary. The GPC will pass a final recommendation on any disciplinary action to be taken to the Officers of the Central Executive to ratify, implement or Otherwise

Constitution amended at 2003 AGM to include change of rule (wed 28th Jan 2004)

NOTICE OF MOTION (Feb 2018)

TAKE NOTICE that on the 21st February 2018 at the occasion of the AGM of the Central Section this Motion is hereby filed to incorporate the role of Club Data Protection Officer which said role will be created and merged with the role and function of the Club Registrar. This is following a mandatory instruction from CLG Central Council in Croke Park for all Clubs to have in place a Data Protection Officer on or before June 2018. Accordingly, the following amendments are proposed;

9 (2) The Executive Committee shall comprise of Club President, Chairman, Vice Chairman, Treasurer, Runai, Registrar ***and Data Protection Officer***, P.R.O., Assistant Runai, Assistant Treasurer. Chairman of the following committees: Senior Section: Juvenile / Youth Development Section: Ranges Pitch and Putt: Management: Grounds: Matt Bowls: Golf Society: and two registered club members, one of whom shall be under 21 years and over 18 years of age on the date of the A.G.M.

1995 A.G.M.

9. (3) The Chairman, Vice Chairman, Secretary, Treasurer, ***Registrar and Data Protection Officer***, PRO Assistant Treasurer, Assistant Runai and two fully registered members of the Executive Committee shall be elected by and from the Registered full members present, entitled to vote and voting at the AGM and nominations to serve on the Executive Committee shall be for any one position by two registered Full members

9 (20) The main duties of the Club Registrar and Data Protection Officer are summarized as follows:

Follow up on Club Officers and non-playing Club Members to ensure that membership fees are fully paid by the due date. Liaise with Playing Sections and Team Management to ensure that Players and Team Officials' membership fees are fully paid up by the prescribed dates. Initiate plans to increase Club membership and be aware of new ways on notifying and collecting membership fees. Prepare Register of Players, Full Members and Youth Members for the Runai to submit to the relevant Boards. ***The Registrar in his role as Data Protection Officer will oversee and maintain all protected data and information in compliance with rules and directives received from Croke Park, Central***

Council or such other recognised authorities within Cumann Lúthchleas Gael and in compliance with the Data Protection Legislation as it applies to Clubs.

PROPOSED BY; Brian Long

SECONDED BY; Donal Hannigan

DATE; 21st Feabhra 2018

NOTICE OF MOTION (Feb 2018)

Current constitution wording and proposed changes as tracked changes:

COLOURS The Colours of the club shall be Emerald Green Jersey and white shorts.
The Alternative colours shall be Black/White/Red Hoops
“Baile an Chollaigh” is the wording to appear on Jerseys and all other
Club Merchandising
The Central Committee will agree on one supplier to be used for all
jerseys and merchandise for the year and all sub-committees will adhere
to this decision.
The Central Committee will also design one replica for each of the
following – Polo Shirt, Hoody, Tracksuit, Rain Jacket and any other form
of clothing, this then will be used for all sections of the club.

Club E.G.M. December 2013

The procurement or purchase of any Club Jerseysclothing, other articles of clothing or general Club merchandise shall adhere as strictly as possible to the Club Colours of emerald green and white. Any new material being ordered by or through all sections shall not be finalised without the approval of the Central Committee in line with the promotion of club colours and suitable design.

AGM 2017

5. CLUB CREST

To be used on Club Jerseys/ Tracksuits/ Shorts : All Club merchandising
Club headed note paper / Club Promotional Material

Club E.G.M. December 2013 **New Motion**

to be submitted for the 2018 AGM:

COLOURS The Colours of the club shall be Emerald Green Jersey and white shorts.
The Alternative colours shall be Black/White/Red Hoops
“Baile an Chollaigh” is the wording to appear on Jerseys and all other
Club Merchandising
The Central Committee will agree on one supplier to be used for all
jerseys for the year and all sub-committees will adhere
to this decision.

The procurement or purchase of any Club Jerseys or Club Coaching clothing , shall adhere as strictly as possible to the Club Colours of emerald green and white. Any new Club Jerseys or Club Coaching clothing being ordered by or through all sections shall not be finalised without the approval of the Central Committee in line with the promotion of club colours and suitable design.

The sale of Leisure Wear & Merchandise by the Club Shop, which is operated by the Juvenile Committee, shall also aim to promote the club colours and/or crest. Any new leisure clothing or merchandise intended to be sold in the shop shall not be finalised without the approval of the Juvenile Committee Officers.

AGM 2018

5. CLUB CREST

To be used on Club Jerseys/ Tracksuits/ Shorts : All Club merchandising
Club headed note paper / Club Promotional Material

Motion for Central AGM 2019

Based on our constitution currently rule 10(3) reads as follows

All Officers appointed to The Executive Committee or to any other Section Committees will serve a maximum of three years in any one position within that Committee. 2013 EGM.

This limitation period shall not preclude any member from serving on a similar position in other Committees within the Club nor from serving in a different Officership in the same Committee. 2017 AGM.

We would ask for this Rule to be adjusted to allow an individual to re – sit in a once served position once a period of 3 years has elapsed since last serving.

Proposed – Seamus o Callaghan

Seconded – Brendan Murphy