

Athletic Association of Ireland

1. Title

1. The club will be known as St. Cocas AC.
2. It will be non-political and non-sectarian.
3. It will be subject to the overall constitution of the parent association AAI and the Irish Sports Council.

2. Objective

To assist, through athletics, each member of St. Cocas Athletic Club to reach their full potential, physically and mentally, in an atmosphere of friendship, co-operation and fairness and equal opportunity and safety.

3. Management of the club

1. The club will be managed on a day to day basis by a Management Committee. The committee should comprise of elected members in accordance with section 3.4 of this constitution. These shall include a Chairperson, Secretary and Treasurer plus other members deemed necessary for the efficient running of the club.
2. In addition to the elected members of the Committee, the Management Committee will select a Child Protection Officer in accordance with the Code of Ethics for Children in Sport.
3. The Management Committee may co-opt other members as required once they comply with section 3.4 of this constitution.
4. Only paid up members of the club can seek election to the Management Committee. To be eligible for membership of the Management Committee one must be a member of the club for one year and be over 18 years of age.
5. The Management Committee will have the power to appoint different sub-committees, and to approve membership of each sub-committee.
6. Management meetings should take place 4 times per year.
7. For a meeting to be held, a quorum of 5 must attend.
8. The chairperson will have the casting vote in addition to the Chairperson's vote where necessary.
9. Failure to attend 3 consecutive Management Committee meetings without substantive cause will result in cessation of membership of the committee.

10. Positions not filled at the AGM may be filled by co-option by the Management Committee.
11. The Management Committee must ensure a register of current paid up members is maintained and is available for examination at any AGM or EGM.
12. The Management Committee may request a member to act on its behalf in any forum.
13. Where expenditure for the club is over 500 euros, tenders should be obtained from at least three suppliers unless there is only one specialist supplier.
14. Borrowings for the club of up to 2000 euro may be approved by the Management Committee but over this amount must be approved by the membership at an AGM or EGM with detailed reasons given to the membership.
15. All club cheques must have signatories of two of the officers Chairperson, Secretary and/or Treasurer.

4. Annual General Meeting

1. It will be held annually and certainly not more than 14 months.
2. Members will be notified at least 14 days before the AGM.
3. The agenda will include:
 - Welcoming address by the Chairperson
 - Minutes of the last AGM
 - Matters arising from them
 - Reports of the Officers
 - Approval of the Financial Statements and settling of subscriptions and fees
 - Reports of any EGM held
 - Amendments to the Constitution
 - Motions for debate
 - Election of the Management Committee
 - AOB
4. Any paid up member may propose an amendment to the constitution or a motion once the motion is seconded by another paid up member.
5. Any paid up member or representative may propose or second another member for any position on the Management Committee subject to section 3.4 of this constitution.
6. Voting at an AGM is allowed on the basis of one vote per paid up adult or one vote per minor by the parent or guardian on behalf of the underage athlete.
7. In the case of a tied vote the Chairperson has the casting vote.

8. All recordings related to the meetings and correspondence remains the property of St. Cocas Athletic Club and should be held by the Secretary. An outgoing Secretary hands these over to the incoming Secretary at the AGM.
9. All financial records remain the property of St. Cocas AC and are held by the Treasurer and an outgoing Treasurer hands them over to the incoming Treasurer at the end of the AGM.
10. The outgoing Management Committee falls at the end of an AGM as do any sub-committees.

5. Extraordinary General Meetings

1. An EGM can be called by any four members of the Management Committee or 15 signed up and paid up members in accordance with section 3.4 of this constitution. All 4/15 must sign the request and must include, in their application for an EGM, the reason for the request.
2. Any request for such a meeting must include copies of any proposed amendments to the constitution or any motions, signed proposed and seconded by fully paid up members.

6. Membership of St. Cocas Athletic Club

1. Membership is a contract between the club and the athlete and that athlete will train to the best of their ability and will compete when requested to by the club, the athlete also agrees to help with fund-raising activities of the club.
2. Payment of the requested fee agreed at the AGM is required before the middle of January each year unless agreement is reached with the Treasurer for payment by arrangement otherwise.
3. Transfer application from St. Cocas will be dealt with at the Management meeting and submitted to the county board subject to the rules of AAI. No transfer will be accepted or approved if there is any financial liability outstanding.
4. Liability of St. Cocas will not be the liability of the Management Committee but will be the liability of all its members.
5. Membership can be terminated in exceptional circumstances. They have the right to appeal.
6. Members must act for the good of the club and in the interests of the club at all times. They must abide by the code of conduct for the club and be courteous at all times to all members.

7. Dissolution of St. Cocas Athletic Club

1. St. Cocas Athletic Club can be dissolved if a motion to that effect is proposed at an AGM, EGM subject to two thirds of the members being in attendance and subject to a simple majority.
2. The assets of St. Cocas Athletic Club as well as any monies remaining will be disposed of to other similar clubs with similar objectives in the area as agreed by a majority at that meeting.
3. Any outstanding debts are the responsibility of the membership and it falls to them to decide how to clear them and to do so.