

Skibbereen
&
West Carbery Golf Club

Bye Laws

January 2016

Skibbereen and West Carbery Golf Club

Bye Laws

The following Bye Laws are made in accordance with Article 7.5 of the Constitution of Skibbereen and West Carbery Golf Club.

Membership

The rights and benefits of the categories of members set out in Article 6 of the Constitution are as follows:

Category A:

Ordinary Members are men and women who have paid any entrance fee, annual subscription and any levy applicable to this category. Such members shall be entitled to

- (a) attend and vote at all annual and special general meetings of the relevant club and the parent club
- (b) enjoy the facilities provided by the club
- (c) be elected as officers of the club.

Honorary Members are persons whom the Management Committee in consultation with the Men's or Ladies Committee as appropriate wish to acknowledge as having rendered exceptional service to the club or to the game of golf or whose distinguished position or public service would render their membership of special advantage to the club. Such members shall enjoy the status of ordinary members.

Family Members are a husband and wife and their children who are less than eighteen years of age at the commencement of the club year. The husband and wife shall enjoy the status of ordinary member.

Life Members are members who have paid the appropriate life membership subscription and shall enjoy the status of ordinary members. Life members shall be liable to pay the annual affiliation fee to the relevant ILGU or GUI together with any specific levy or charge imposed on the ordinary members.

Senior Members are members whose subscriptions have been fixed in accordance with Article 6.6.1 of the club's Constitution and shall enjoy the status of ordinary member.

Category B:

Country Members are persons whose permanent residence is twelve kilometres distant from the club and who are already voting members of another golf club which is affiliated to the union.

Country Family Members are a husband and wife and children who are less than eighteen years of age at the commencement of the club year. The husband and wife shall enjoy the status of country member provided the conditions of country membership are satisfied.

Overseas Members are members whose home clubs are not governed by the Council of National Golf Unions.

Intermediate 1 Members are members aged between 19 and 23 years.

Intermediate 2 Members are members aged between 24 and 29 years.

Juvenile Members are young persons who are aged between 12 years and 18 years and may be the children of family members. Such members shall remain in this category until December 31st following their 18th birthday.

Cadet Members are boys and girls below the age of 12. All Cadet members must be accompanied on the course and in the club by an adult member who has a recognised handicap or is a qualified golf instructor.

Election of Members

1. The method of election shall be determined by the Management Committee.
2. Each applicant for membership shall be proposed and seconded by two ordinary members of the club of at least one year's standing. The name and address of each person proposed for membership shall be displayed in a conspicuous place in the clubhouse for at least one week before their election and an interval of at least two weeks shall elapse between nomination and election of each member.
3. After a candidate has paid the appropriate subscription and any entrance fee or levy applicable he or she shall be permitted to use the clubhouse and course in accordance with the rights and benefits of their membership category as set out in these Bye Laws.
4. Failing payment of the appropriate subscription and any entrance fee or levy within one month of notification of election the Management Committee may declare the election void.
5. Any omission from or inaccuracy in the particulars relating to any candidate may at the discretion of the Management Committee render the election void.
6. Any candidate whose application for membership is unsuccessful may at a later date make a further application and such application shall be made in accordance with the procedures as set out in these Bye Laws.
7. Any applicant for membership who was previously a member of the Club and whose membership account shows a debit balance shall pay all outstanding subscriptions or such amount as specified by the management committee, together with the appropriate subscription and any levy applicable to his or her membership application.

Fines and Suspensions

1. The Management Committee is empowered to impose fines for breaches of the rules, bye laws and regulations of the Parent Club in force for the time being or for breaches of the etiquette of golf, and may also at any time (either instead of or in addition to fines) temporarily withdraw the use of the clubhouse and course from any member whose conduct or breaches of the rules bye laws or regulations may in the opinion of the Management Committee justify this course of action.
2. Any member refusing or failing to pay a fine so imposed within one month after notification thereof shall be suspended from use of the clubhouse and course until such fine has been paid.
3. Each of the men's and ladies committees shall report any member of their club to the committee of management for investigation and penalty under this bye law if they in their absolute discretion consider the breach warrants such action.

Meetings

1. At meetings of the men's and ladies committees the chair shall be taken by the captain or, if absent, by the vice captain. In the absence of both the above at a particular meeting the chair shall be taken by the president in whose absence those in attendance having votes shall elect a chairperson.
2. Meetings of the Management Committee shall be presided over by the Chairperson as elected at the Annual General meeting of the Club. In the absence of the Chairperson at a particular meeting those members present shall elect a Chairperson for that particular meeting.
3. The President or if absent, the captain shall preside at all General Meetings of the men's club and the ladies club respectively.
4. The Chairperson of the Management Committee shall preside over all general meetings of the Parent Club.
5. The chairperson at a meeting shall in addition to a deliberate vote, have and shall exercise a casting vote.
6. A member not present at a general meeting and furnishing a written explanation, acceptable to the meeting, may be elected to any committee.
7. Each of the aforementioned committees may exercise its power notwithstanding that there may be a vacancy or vacancies in its membership.
8. At meeting of any of the foregoing Committees Fifty percent plus one of those entitled to attend and vote shall form a quorum.
9. The respective committees shall have power to fill vacancies in any of its officerships or membership of its committee during any year. The person so appointed shall hold office until the next annual general meeting of the particular club.
10. The office of any office bearer shall be vacated by such office bearer resigning therefrom or on ceasing to be a member of the Parent Club or being removed by a

resolution at an annual general meeting or an extraordinary general meeting of the appropriate club.

11. Meetings of the men's and ladies club committees shall be held once in every month between February and September and not less than once in every two months between October and January.
12. Meetings of the Management Committee shall be held once in every month and special meetings on such dates as may be found convenient for the transaction of business. Except in exceptional circumstances at least three days notice of such meetings shall be given by the Honorary Secretary of the Management Committee.
13. Upon requisition signed by not less than three members of a committee, stating the nature of the business to be transacted, the chairperson of the committee concerned shall call a special meeting of such committee for the consideration thereof; and if the officers designated above neglect or refuse to call such a meeting within seven days such meeting may be convened by notice signed by six members of such committee.
14. Any member of a committee who is absent for three consecutive meetings or five in all during the year, without an acceptable reason shall be deemed to have resigned from that committee and such vacancy shall be filled under no 7 above.
15. All written complaints concerning matters under the jurisdiction and control of the committee of the club concerned shall be referred primarily to the honorary secretary of that club who shall place the complaint on the agenda for the next meeting of the committee for investigation and decision. The honorary secretary shall communicate the decision of the meeting to the complainant in writing.
16. The Honorary Secretary of the Management Committee shall also act as liaison officer between the Management Committee and each of the men's and ladies committees.

Change of Rules

1. No rule of either the men's or ladies clubs shall be repealed or altered or new rule made except at a general meeting of such club and by the consent of at least two thirds of the members present and entitled to vote at such meeting. Written notice of the proposed change shall be sent to the honorary secretary of the appropriate club with the names of the proposer and seconder attached at least four days prior to the meeting at which same is to be considered.
2. The Honorary Secretary shall place the notice on the agenda of the club concerned and acquaint the Management Committee of same.
3. Any repeal, alteration or new rule so passed is subject to the approval of the Management Committee.

Mode of Voting at General Meetings

1. No proxies shall be allowed
2. Voting shall be either by a show of hands or by ballot.
3. Ballot shall mean a vote on voting paper.
4. Save where otherwise provided in the Club Constitution any decision shall be reached by a simple majority of the voting members present.
5. In the event of a tie the chairperson shall have and shall exercise a casting vote.
6. If any member at a general meeting proposes that the mode of voting on any particular matter should be by ballot and such proposal is duly seconded and supported by at least three other members, then the matter shall be decided by ballot.

Record of Proceedings at Meetings

1. The Parent Club, the men's club and the ladies club shall each keep a Minute Book in which shall be recorded the minutes of (a) all Annual General Meetings of their respective clubs and (b) all committee meetings.
2. The respective minutes shall be read out at the next general or committee meeting, except where such minutes have been previously circulated to the members of that committee, and when approved as being a correct record, shall be signed by the chairperson.
3. The men's club and ladies club shall each submit its minute books to the management committee when required.
4. Custody of the minute books shall be the responsibility of the respective honorary secretaries and filing of the minute books shall be as directed by the management committee.



These Bye Laws were adopted by the Management Committee of Skibbereen and West Carbery Golf Club on 20th January 2016