SOUTH COAST TRIATHLON CLUB

South Coast Triathlon Club Constitution

Voted on and Ratified on 26 Jan 2021

1. Name

    a. The name of the Club shall be South Coast Triathlon Club, Youghal, hereinafter occasionally referred to as The Club.

    b. The Club's colours shall be Black and Hi-viz Pink.

2. Objectives

    a. The objectives of the Club shall be to:-

        i. encourage the practice and development of triathlon in Youghal and surrounding areas.

        ii. provide coaching for club members and to organise and promote competitions.

        iii. organise teams to represent the club in triathlon and multisport events, national championships, international championships and in such other competitions as the committee shall decide.

3. The club shall cater for:-

    i. Triathlon

    ii. Multisports involving the individual sports of running, cycling and swimming (duathlons, aquathons and other variations)

    iii. The individual sports of running, cycling and swimming.

4. Membership

    a. Membership shall be open to all persons either amateur or professional. The amateur status of non-professional club members shall be protected.

    b. It is mandatory for members of South Coast Triathlon Club to be either Full/Student/Junior or Associate members of Triathlon Ireland, the national governing body for the sport of triathlon in Ireland. Failure to maintain a membership of Triathlon Ireland (in accordance with the membership policies of Triathlon Ireland), or the withdrawal of membership of Triathlon Ireland from a member of the club automatically results in an immediate loss of membership of the club.

    c. Participants in training sessions, Club competitions and other Club activities must be current members of Triathlon Ireland and South Coast Triathlon Club. The Club Secretary may permit the involvement of guest participants at his /her discretion; such guest participants must, however, complete the guest sign on sheet and can attend no more than 3 such sessions, at which time their attendance will discontinue or they will become either a Full/Student/Junior member of Triathlon Ireland.

d. Each applicant for membership for TI must complete the official online application form. An application for membership is valid for the calendar year in which it is signed i.e 1st January to 31st December annually. TI membership will expire on the 31st December of the Calendar year regardless of date of application. To continue membership, members are required to renew their membership for each new calendar year no later than 31st January or prior to commencing their 1st Club training session.

e. Approved persons remain members of the club until the earlier of
a) such time as they tender a resignation as per Article 10 of this constitution or
b) they fail to renew their membership as per Article 4.d. of this constitution or
c) they fail to pay any subscription validly approved under this constitution in accordance with Article 9.b. of this constitution.

f. The Committee of South Coast Triathlon Club are empowered to withdraw membership from any member of South Coast Triathlon Club.

5. Equality and Children's Rights

a. South Coast Triathlon Club shall carry out all functions in a manner that promotes equality of opportunity between:

i. Persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
ii. Men and women generally;
iii. Persons with a disability and persons without;
iv. Persons with dependants and persons without.

b. South Coast Triathlon Club aims to promote the participation of children by:

i. Creating a culture of safety and fun;

ii. Fully subscribing to the following international standards: "Children have the right to be protected from all forms of violence; they must be kept safe from harm, and they must be given proper care by those looking after them" (Article 19; UN Convention on the Rights of the Child);

iii. Asserting the right of Children to be safe. Club officials must ensure that this fundamental principle takes precedence over all other considerations;

iv. Fully subscribing at all times and without variation to Triathlon Ireland's Code of Ethics for Children.

6. Management

a. The management of the club shall be vested in a committee, comprising members elected to the positions of Chairperson, Secretary, Treasurer and Child and Vulnerable Adult Protection Officer, together with any additional members validly elected to the committee, with or without specific functions. These positions are defined below:

i. **Chairperson**
The Chairperson is responsible for ensuring the committee operates in the best interest of the club and its members. Their role is to coordinate committee activity to achieve this. Alongside chairing committee and general meetings, the chairperson will also help out the other committee members where required.

ii. **Secretary**
The role of the Secretary involves maintaining the database of members, providing information bulletins to members, and circulating meeting minutes from AGMs and committee meetings as required.

iii. **Treasurer**
The Treasurer is responsible for accurately recording all financial transactions made by the club and presenting this record in a recognised format to members of the club at the AGM.. The role will involve collecting and recording cash payments from members and sponsors and for issuing and recording payment to suppliers and others as agreed by the committee. The Treasurer is automatically a co-signatory on any bank or credit card account held in the name of the club.

iv. **Child and Vulnerable Adult Protection Officer**
The Child and Vulnerable Adult Protection Officer shall be responsible for ensuring that all aspects of the Triathlon Ireland Code of Ethics for Children are implemented fully in the club, and to act as point of liaison between the club and Triathlon Ireland and other Voluntary or Statutory Agencies where appropriate or required by Statute.

A functioning committee may be formed once each of the above positions are filled by members validly elected to the position in accordance with this constitution. In addition to the above four positions, additional members may be elected to serve on committee. It is recommended that additional members be elected for the following roles.

v. **Public Relations Officer**
The Public Relations Officer (PRO) is responsible for external communications including the club website, promotional posters, issuing local community notices, issuing press releases and race reports to local media, etc. The PRO will also be the official point of contact for the club (with other clubs, Triathlon Ireland, etc.).

vi. **Training Coordinator/Head Coach**
The Training Coordinator/Head Coach will be responsible for organising group training, including ability groups, pacing, routing and scheduling.

vii. **Events Officer.**
The Events Officer will be responsible for organising official club events including post-race celebrations, the Christmas party and other events through the year.

viii. Safety Officer:

and other members as deemed necessary by the committee.

b. At least one of the committee should represent the interests of female triathletes.

c. At least one of the committee should represent the interests of new triathletes.

d. All of the forgoing shall be elected. All positions are filled by election at the Annual General Meeting, with each member of South Coast Triathlon Club present having one vote per position.

e. Any club member can declare their interest in a position, whereupon they must be proposed and seconded by two members of the club.

f. Where more than one person is nominated for a position, the person deemed elected is the person who receives the most votes. Where there is only one nomination for election, that person is deemed elected if there is a simple majority of votes in favour of their election over votes against their election.

g. The elected committee shall remain in office until the Annual General meeting of the following year.

h. The Committee shall have the power to fill vacancies if and when they arise.

i. The Committee shall have the power to co-opt members from time-to-time and for specific projects but co-opted members shall not have a Committee vote. Co-opted members may attend Committee Meetings upon invitation by the Committee Chairperson or Secretary.

j. The Committee shall meet at regular intervals as decided by the Chairperson but not less frequently than once in every 3 months in a venue to be decided. In

exceptional circumstances these meetings may take place online once a quorum is available.

k. Notice of committee meetings to be given not less than one week in advance

l. Copies of the minutes of committee meetings should be available to members on request from the Secretary.

7. Annual General Meeting

a. The Annual General Meeting shall be held no later than the 10th December each year for the purpose of:-

i. receiving the annual report of the committee for the preceding season

ii. receiving the statement of accounts for the preceding season

b. electing the officers and committee for the ensuing year

c. considering any amendments to the Constitution and Rules of the Club of which due notice has been given to all members. Any proposed change to the Constitution Rules by a member must be received by the chair or secretary at least 14 days prior to the date of the Annual General Meeting in order that members shall have sufficient notice of the proposal. At the discretion of the Chairperson, amendments not submitted at least 14 days prior to the AGM may be proposed by any member present at the AGM and voted upon.

d. At least 28 days notice (in accordance with Article 14 of this constitution) shall be given to members of the date, proposed venue and draft agenda items for

the Annual General Meeting. Notice of the final agenda, incorporating any proposed or amended agenda item, proposed motions, financial statements and a confirmed venue for the AGM shall be given to members at least 48 hours prior to the proposed AGM, and will be available in printed form at the proposed AGM. The accidental omission to give notice of an AGM to or the non-receipt of notice by any member shall not invalidate the proceedings at that meeting.

e. Each fully signed up member present at the meeting shall have one vote. No proxy votes will be accepted.

f. All motions proposed and voted on, and the election of committee members is by simple majority. Voting will ordinarily be by a show of hands (two ordinary members will be charged with counting hands) except in the case where a member or group of members request a secret ballot.

8. Affiliations and Sponsorships

a. The club shall be affiliated to Triathlon Ireland and to such other sporting bodies as the Committee consider appropriate in order to carry out the objects of the Club.

b. The committee, at their absolute discretion, may approve commercial sponsorship arrangements including the placement of commercial logos on club equipment, clothing, racing kit, the club website, and any other Club collateral in return for financial or other support given by sponsors to the Club. Any agreements made in respect of same and signed by the Chairperson and Treasurer acting as agents for the Committee shall be binding on the club.

9. Subscriptions

a. Subscription to South Coast Triathlon Club is by means of:

i. An annual membership fee structure, the amount of which to be proposed annually by the outgoing Treasurer and carried by majority vote at the AGM.

b. Where an annual membership fee is mandated by the AGM in accordance with this constitution, failure to pay such annual fee at the later of 1st May, or within 60 days of membership application / renewal will result in the loss of membership.

10. Resignations

a. Any member wishing to resign, must do so in writing, addressed to the Chair or Secretary. The resignation will be considered by the Committee within one calendar month of receipt and will be held as effective on the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club, and acceptance will be withheld until the debt has been discharged.

11. Extraordinary General Meetings

a. An Extraordinary General Meeting shall be called by the Chair or Secretary within one month of the receipt of a requisition signed by at least 9 members stating the purpose of the meeting. At least 14 days notice shall be given to all fully signed-up members of the date, venue and purpose of an Extraordinary General Meeting. No other business shall be conducted at such a meeting.

12. Constitution Amendments

a. No Constitution Rule may be altered, added to, or deleted except at an Annual General Meeting or an Extraordinary General Meeting called for that purpose and then only by a majority of those present and voting.

13. Financial Year

    a. The Club's financial year ends each December 31st.

14. Quorum

    a. For Committee meetings the Quorum shall be not less than four members.

    b. For an Annual General Meeting or Extraordinary General Meeting, the Quorum shall be not less than ten members.

15. Notices

    a. A notice required to be given under this Constitution shall be sufficiently given if
        i. Published on the website and/or social media of South Coast Triathlon Club or
        ii. Announced in at least one local newspaper.

16. Appendix

The body of this document is to remain unchanged. Any amendments to this constitution must be noted as an Appendix