

Croquet Association of Ireland 1985

CONSTITUTION, as amended 2018

- 1: The Association shall be called the Croquet Association of Ireland. Its address shall be c/o Carrickmines Croquet & Lawn Tennis Club, Carrickmines. Dublin 18. Hereafter it shall be referred to in this Constitution either by its full title or as the Association. Its aims shall be:
- (a) to encourage, foster, promote and develop the game, played in accordance with the Laws of Association Croquet and Golf Croquet, promulgated from time to time by the English Croquet Association and accepted for use in all tournaments, championships and competitions, together with the game played under United States Croquet Association Laws, and all other officially recognised variants of the game; and to control the game in the island of Ireland;
 - (b) to promote, hold and manage tournaments, matches, etc. and to appoint official Managers, Referees and Handicappers;
 - (c) to control the registration of croquet clubs within the island of Ireland and to offer assistance to any club;
 - (d) to represent Ireland in the World Croquet Federation;
 - (e) to affiliate overseas Councils, Associations or Clubs;
 - (f) to determine the qualifications for and to select teams to represent the island of Ireland;
 - (g) to sanction championships.
- 2: (a) The management and control of all property, funds and affairs of the Association shall be vested in a Council consisting of eight members (exclusive of *ex officio* members) who shall be elected by the votes of all members of the Association and of whom four shall retire at each Annual General Meeting by rotation, but shall be eligible for re-election.
- (b) Any member of the council who does not attend at least two thirds of the meetings to which he or she has been summoned during the year without leave of absence or an explanation satisfactory to the chairman of the Council shall be deemed to have resigned his or her membership of the Council and shall not be eligible for re-election for a period of twelve months.
- 3: A general Meeting of the Association of which at least fourteen days' notice accompanied by the agenda giving the details of business shall be given by the secretary in the Association's newsletter (hereinafter referred to as *Irish Croquet*) or by post, or by electronic mail shall be held annually at such time and place as the council may determine.
- 4: A Special General Meeting of which at least fourteen days notice shall be given by the Secretary in *Irish Croquet* or by post, or by electronic mail, may be called by the Council. On receiving a requisition, which shall be accompanied by resolutions to be submitted to the meeting, signed by no fewer than twenty Associates the Secretary shall within one month call a Special General Meeting by giving fourteen days notice thereof in *Irish Croquet* or by post, or by electronic mail.
- 5: The Association shall on due notice elect its President at the Annual General Meeting and may elect Vice-presidents nominated by the Council from among Associates or other persons being benefactors to the Association. These shall be *ex officio* members of the council but shall not be eligible for membership of standing committees unless elected by the Council.

- 6: (a) In the election of the Council, the candidates for election shall be the following:
- (i) Members of the council retiring under Article 2(a), provided that they shall have notified by the Secretary by a date determined and specified by the Council that they are willing to stand for re-election at the next Annual General Meeting;
 - (ii) Associates duly proposed and seconded by two other Associates of whose candidature notice in writing shall have been received by the Secretary at least seven days before the date of the Annual General Meeting.
- (b) (i) If the number of candidates does not exceed the number of vacancies such candidates shall be deemed elected.
- (ii) The election to fill vacancies on Council shall be conducted as follows: At the Annual General Meeting, a numbered voting paper shall be issued to each Associate giving the names of retiring members of the Council offering themselves for re-election, and giving the names of Associates offering themselves for election, together with the names of the proposer and seconder of each. The voting shall be by straight vote. Any error or errors shall render the voting paper entirely null and void. Two scrutineers not being members or prospective members of the Council shall be appointed by the Chairman of the Council. They shall report the result of the poll immediately to the meeting.
- 7: The procedure for the election of the president shall be the same as that for Council members. The term of office of the president shall be three years in duration, after which time he or she may offer himself or herself for re-election.
- 8: The quorum for the Annual General Meeting shall be twelve and for a Special General Meeting, thirty. The president, or in his or her absence, the Chairman of the Council shall take the Chair at all meetings; in their absence the Associates present shall elect a member of the Council to preside. A Vice-president shall be deemed to be elected to that office for life if two thirds of those present assent to his or her election. This and all other issues arising where there may be contention shall be decided by a show of hands. In the event of an equality of votes, the Chairman shall have a second or casting vote.
- 9: The Council shall appoint a Treasurer and a Secretary who shall hold office on such terms and conditions as may from time to time be determined by the Council. Unless already members of the Council they shall be so *ex officio*. Should there be a vacancy of either office in any given year, the Council shall appoint a substitute or substitutes.
- 10: The Council shall on behalf the Association appoint a Public Relations Officer, who may attend meetings of the Council but who shall not be a voting member of that body.
- 11: “ 11.1 The Council may regulate its meetings as it may think fit. The quorum for a meeting shall be three. Any member unable to attend a meeting may appoint another member of Council to be his alternate at that meeting and any such alternate may speak and vote on behalf of the appointor. The alternate shall in that capacity also be counted for the purpose of establishing a quorum.
- 11.2 A meeting of Council may consist of some or all of its members who are not all in one place but each of whom is able (directly or by means of telephonic, video or other electronic communication) to speak to and be heard by each of the others. Each such member shall be deemed to be physically present, shall form part of the quorum and shall be entitled to vote. Such a meeting shall be deemed to take place where the largest group

of those participating is assembled, or, if there is no such group, where the chairman of the meeting then is

12: The Council shall at their first meeting after the Annual General Meeting elect from among their number a chairman who shall chair their meetings in the following year.

13: Any casual vacancy occurring in the Council during any year may be filled by the Council until the next Annual General Meeting, at which time the member so co-opted shall retire, but may offer himself or herself for re-election with such retiring members of the Council as shall do so.

14: The Council shall be empowered to appoint committees of its own body together with specific co-opted persons to fulfil any of its functions.

15: The Laws applicable within the area under control of the Croquet Association of Ireland shall be those currently recognised by the World Croquet Federation. Regulations for Tournaments shall be those adopted by the Croquet Association of Ireland from time to time.

16: The Treasurer shall submit first to the Council and then to the Annual General Meeting a Report and Statement of Accounts for the preceding year, accompanied by a report from such Auditors as the Association shall elect at the Annual General Meeting, which shall be published in *Irish Croquet* to be sent by post or by electronic mail with the notice summoning the Meeting.

18: (a) The election of Associates shall be vested in the Council.

(b) The names and addresses of candidates for election shall be given to the Secretary. Pending the decision as to election, a candidate may, on depositing the amount of his or her subscription with the Treasurer, play in Listed Fixtures on the same terms as an Associate.

(c) The Council may elect as honorary Associates persons who have rendered special services to the Association.

19: On being elected to the Association, every Associate shall receive a copy of the Constitution.

20: All clubs with facilities for playing croquet may be placed on the register of Croquet Clubs kept by the Association on payment of an annual fee which shall be determined from time to time by the Council.

21: Overseas councils, associations and clubs may be affiliated to the Association on payment of an annual fee determined from time to time by the Council.

22: Any Associate whose conduct may appear to the Council injurious to the character or interests of the Association, and who fails to give them a satisfactory explanation, may be called upon to resign, and on refusing or neglecting to do so within one calendar month, shall be removed from the list of Associates. Any Associate so expelled shall have the right to appeal at the next Annual General Meeting or to a Special General Meeting called as provided for by Article 4. All subscriptions paid by such an Associate shall be forfeited on the removal of his or her name from the list.

23: The Council shall have the management and control of the funds and assets, the real and personal, of the Association. The Council shall have the power to appoint an Investments

subcommittee to exercise these powers relating to investments subject to a report on any action taken being submitted to the Council at their next meeting The Council shall also appoint a board of four Trustees to hold and invest all or any part or parts of the Association's funds not needed immediately for the ordinary purposes of the Association, and with the power to sell or vary such securities in such manner as the Council shall decide, provided that the Council shall have the power to remove or appoint Trustees at any time.

24: These shall be the privileges of an Associate:

(a) All Associates shall receive *Irish Croquet*.

(b) An Associate shall be entitled to play in any Tournament sponsored or advertised by the Association without incurring Tribute.

(c) An Associate, on production of his or her card of membership for the current year, shall be entitled to admission to the ground at the Championships of Ireland and at all other tournaments and matches subsidised by the Association, subject to payment of such fees as may be imposed.

25: The categories of membership and annual subscription payable shall be determined by the Council from time to time. Associates shall be notified by the first day of March of any alteration of subscription for the following subscription year. All subscriptions shall become due and payable to the Treasurer on election or on the first day of April in each year applicable (except for Honorary Associates). Receipts and membership cards shall be issued by the Treasurer, who shall also keep and update the list of Associates. Any Associate whose subscription is in arrears shall forfeit his or her privileges and shall be liable, on playing in a Listed Fixture, to pay a fee (called Tribute) not less than the appropriate annual subscription, to be determined by the Council from time to time.

26: An Associate who wishes to resign shall give notice to the Secretary not later than the 1st day of March; otherwise he or she shall be liable for the subscription for the following subscription year.

27: Should it be deemed necessary to dissolve the Croquet Association of Ireland, the following is the procedure that shall be adopted. A Special General Meeting or Annual General Meeting having recommended dissolution. All Associates shall be balloted by post within one calendar month. In the event of there being a majority of three quarters or in excess of three quarters of Associates in favour of the measure. The Association shall be disbanded. This shall take effect once the Associates have been balloted and have given their decision on what shall be done with any funds and assets, property real or personal remaining to the Association, all due claims at the time of its dissolution having been met.

28: Alterations in and additions to these rules shall not be made except by a majority of two thirds of the Associates present at an Annual or Special General Meeting. Such amendments must be notified to the Secretary at least thirty days before the meeting. The Secretary shall notify all Associates of any such proposed amendment fourteen days prior to the meeting, either by post or by electronic mail or in *Irish Croquet*.

29: A banking account shall be maintained in the name of the Association. All cheques shall be signed by at least two persons nominated by the Council from time to time.

30: The Association is fully committed to safeguarding the well being of its members. Every individual in the Association should, at all times, show respect and understanding for their

rights, safety and welfare, and conduct themselves in a way that reflects the principles of the Association and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport in Ireland*.

31: Alternative Dispute Resolution: If any dispute shall arise involving the Association and/or any Associate(s) concerning this Constitution or any actions of the Council in connection with the administration of croquet which cannot be amicably resolved, then such dispute shall be referred to Just Sport Ireland ("JSI") for final and binding arbitration in accordance with JSI arbitration rules then in force and in accordance with the Arbitration Act, 2010 as amended from time to time. Accordingly no relevant party to such dispute shall commence legal proceedings before the Courts in relation to it.

APPENDIX I: Code of Ethics Procedures

As the organisation recognised by the World Croquet Federation, as being responsible for the administration of our sport, we are responsible for overseeing the adoption and the implementation of the Code of Ethics and Good Practice for Children's Sport by our members. To maximise compliance with the Code, as set out in Section 2.6 we shall:

- ensure that the Code of Ethics and Good Practice for Children's Sport is adopted, agreed to, implemented and signed up to by all members;
- amend, as necessary, its Constitution to reflect a safe and clearly defined method of recruiting, selecting and managing;
- appoint a National Children's Officer/Designated Person (See 2.8/9). She or he should be a member of the Executive Committee;
- ensure that effective disciplinary, complaints and appeals procedures are in place;
- have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a committee member or a Sports Leader. Regulations should stipulate that a Sports Leader who is the subject of an allegation, which has been reported to the Statutory Authorities, should stand aside while the matter is being examined. He or she should be invited to resume full duties when and if appropriate internal disciplinary procedures are completed;
- ensure that all sports clubs with child members are fully affiliated and signed up to the Governing Body's constitution;
- be represented by appropriate personnel at all education/training workshops dealing with the Code;
- where children are involved in representative teams, designate an appropriate senior officer in the Governing Body as the person with responsibility for following the guidelines of the Code;
- review its child protection procedures regularly through open discussion with its members, Sports Councils and Statutory Authorities;
- promote contact with representatives of the Statutory Authorities. The building of these relationships will contribute to the creation of an environment in which education and knowledge of child protection issues and procedures are widely known;
- examine and take appropriate action in response to any reports or observations of unusual incidents (high rate of transfers, dropouts) received from clubs.