

**CONSTITUTION
AND
RULES
OF
UNIVERSITY COLLEGE DUBLIN,
SPORTS CLUBHOUSE**

1. ESTABLISHMENT

- i) There shall, by this Constitution, be established a Club to be known as the University College Dublin, Sports Clubhouse Club (hereinafter referred to as '*The Clubhouse*', or '*the Club*').
- ii) The premises of the Club shall be located at Belfield, Dublin 4.
- iii) Within this Constitution, the following expressions shall mean:

'University' shall mean University College Dublin.

'Campus', shall mean the property of the University at Belfield, Dublin.

'Club Premises' shall mean the premises of the Club at the Student Centre.

'Students' shall refer to those persons registered with the University as students in any particular year.

'Staff' shall refer to all persons employed by the University.

2. OBJECTS

- i) The Objects of the Club shall be:
 - a) To celebrate UCD's proud sporting tradition and to actively encourage its continued development by working with the Athletic Union Council where appropriate.
 - b) To work with the Athletic Union Council and the Societies Council to facilitate the development of an active and diverse group of clubs and societies by catering for the extra curricular activities of students and staff.
 - c) To promote greater understanding, interaction and co-operation between students and staff, in particular members of clubs and societies in the University, by providing opportunities for students to engage in activities, debates, lectures, exhibitions and entertainments with a view to promoting greater harmony and understanding between the student body and staff.
 - d) To advance the social, intellectual and cultural interests of the students and staff by providing facilities for their social, intellectual, cultural, recreational, leisure and entertainment needs.
 - e) The provision and maintenance of a club premises at Belfield, Dublin 4.
 - f) The other advantages and benefits usually associated with a club.
 - g) To acquire by purchase, exchange, lease, fee farm grant or otherwise, either for an estate in fee simple or for any less estate or interest, whether immediately or reversionary, and whether vested or contingent: any lands, tenements or hereditaments of any tenure, whether subject or not to any charges or encumbrances and to hold

and farm and work or manage or to sell, let, alienate, mortgage, lease or charge land, house property, shops, flats, maisonettes, reversions, interests, annuities, life policies and any other property real or personal, movable or immovable, either absolutely or conditionally and either subject to or not to any mortgage, charge, ground rent or other rents or encumbrances and to pay for any lands, tenements, hereditaments or assets acquired by the Club in cash or debentures or obligations of the Club, whether fully paid or otherwise, or in any other manner.

3. MANAGEMENT COMMITTEE

- i) The business and affairs of the Club shall be under the control of the Management Committee (Henceforth referred to as, 'the Committee'), which shall form the governing body of the Club.
- ii) The Committee shall consist of six ordinary members of the Club. The Committee shall include;
 - a) The Chairperson
 - b) The Treasurer
 - c) The Secretary (Director of Student Services and Facilities, *ex-officio*)
- iii) Collectively, these persons shall be referred to as the Executive. Individually, these persons shall be referred to as the officers of the Club. The officers shall perform the functions and duties normally carried out by officers of such a nature and as laid down by these Rules. Only staff members of the University, who are also members of the Committee, shall be eligible to hold an Executive position.
- iv) The Chairperson and Treasurer of the Club shall be appointed annually by the Committee from among the members of the Committee. Notice of these appointments should be provided to members at the Annual General Meeting.
- v) If a vacancy occurs in the membership of the executive at any time the committee may appoint a replacement from the membership of the committee. In no case may a member who has been removed from office in accordance with these Rules be eligible for re-appointment.
- vi) The Executive Committee shall be the authority for interpreting the Rules, Regulations and Bye-Laws and the determination of the Executive Committee on any question of interpretation or upon any matter affecting the Club not provided for under these Rules, Regulations and Bye-Laws shall be binding on the members.
- vii) The membership of the Committee shall be as follows:
 - a) Two nominees of the Director of Student Services and Facilities
 - b) Sports Development Officer
 - c) University Societies Officer

- d) Nominee of the AUC
- e) Nominee of the Societies Council
- f) Nominee of the President of the Students' Union

- viii) A member of the Committee may only be removed from office by a two-thirds majority at a EGM specially held for that purpose. The EGM must be held in accordance with the provisions and Rules herein contained.
- ix) No member of the Committee and no manager, steward, servant, or agent of the club shall have a personal interest in the sale of any excisable liquor or in any of the profits.
- x) The Committee shall meet at least twice in each academic term and at least once outside of term. The quorum for any such meeting shall be four persons provided that the Chairperson and Secretary are both present.
- xi) At all meeting of the Committee all motions shall be carried by a simple majority with all members having one vote. The Chairperson shall have a deliberative and casting vote.
- xii) The Committee shall have the power to expand or invest funds for the Club and to incur liability on behalf of the Club for any purpose that they may deem beneficial to the Club.
- xiii) The Committee shall have the power to close the Club Premises or any part of it for such time or times as it deems necessary, desirable or appropriate.
- xiv) The Committee shall have the power to appoint to pay or dismiss either directly or indirectly through agents, servants or agents of the Club as may be deemed necessary.
- xv) The Committee may from time to time appoint from among its numbers such sub-committees as it may deem necessary or expedient or may depute or refer to them such of the powers and duties of the Committee as the Committee may determine. In the event of any member ceasing to be a member of the Committee he/she shall cease to be a member of any sub-committee and another members of the Committee appointed in their place. Such sub-committees may include persons other than members of the Committee to membership of the sub-committee provided that such persons are member, agents or servants of the Club. The purchase of intoxicating liquor for supply by the Club shall be in the absolute discretion of a sub-committee of the Committee appointed by the Committee and consisting of not less then three members of the Committee. All sub-committees shall report periodically their proceedings to the Committee and shall conduct their business in accordance with the direction of the Committee.
- xvi) The Committee may from time to time make, promulgate, repeal and amend all and any such regulations (provided they are consistent with these Rules) as it may think expedient for the management and well being of the Club and may impose reasonable fines for any such breach of such regulations. Any member who has

incurred a fine shall be notified by the Secretary and requested to pay the fine immediately and in default of the payment within one month from the date of such notice he/she shall cease to be a member of the Club. All and any regulations made by the Committee from time to time under this Rule shall be binding on the members of the Club unless repealed by the Committee or set aside by resolution at a General Meeting of the Club.

- xvii) If it is deemed prudent and necessary, the Committee may from time to time co-opt an individual to serve on the committee for a defined period.

4. MEMBERSHIP

- i) Membership of the Club shall be divided into the following categories of membership:
 - a) Ordinary Membership
 - b) Honorary Membership
 - c) Temporary Membership
 - d) Associate Membership
- ii) All registered students (over the age of 18) who have paid a capitation fee and staff of the University shall be ordinary members. Ordinary membership may also be extended to affiliated members of the Athletic Union Council, the Societies Council and the Students' Union.
- iii) Alumni membership may be granted to individuals who have graduated from the University. Requests for alumni membership should be made in writing to the Club Secretary. The Committee shall, from time to time, agree on an appropriate membership fee.
- iv) Honorary membership may be conferred by the Committee of the Club upon persons as shall be recognized by the Committee as given extraordinary service to the Club. The Committee may determine the rights and privileges granted to such a person.
- v) Temporary membership may be granted to persons attending a course, conference, symposium or other function of the University. Requests for temporary membership should be made in writing to the Club Secretary. The Club Committee will adjudicate on any such request.
- vi) Associate Membership applications may be made by people who fall outside the above categories. Any individual applying for membership in this category must be formally recognised by the University as an associate of the University and subsequently must be approved by the Committee. Requests for Associate Memberships should be made in writing to the Club Secretary. The Club Committee will adjudicate on any such request and where appropriate may decide on an appropriate subscription fee for such person.

- vii) A member may resign membership of the Club at any time by providing notice in writing to the Secretary of the Club.
- viii) Under no circumstances may any person under the age of 18 years be admitted as any type of member of the Club.

5. DISCIPLINE/MEMBERS CONDUCT

- i) The Committee shall take immediate action in respect of any breach of the Rules of the Club and may fine, expel or suspend from the privileges of membership for such a period as they deem appropriate, any person who in the opinion of the Committee has acted in contravention of the Rules of the Club or a manner detrimental to the interests of the Club.
- ii) Any employee in charge of the Club Premises for the time being, in the absence of any member of the Committee, shall be entitled to exercise the authority to act in accordance with the instructions of the Committee in order to uphold discipline in the Club premises.
- iii) The Committee may instigate any proceedings to recover financial recompense for any damage caused to the Club premises or property, fixtures or fittings.

6. ACCOUNTS

- i) The financial affairs of the Club shall be under the supervision of the Treasurer.
- ii) The Bank account or accounts of the Club shall be kept in the Club's name in such a Bank as the Executive Committee may from time to time determine. All cheques shall be signed by the Treasurer and one other Officer of the Club.
- iii) The Treasurer shall keep correct accounts and books showing the financial affairs, receipts and disbursements of the Club. The Committee shall regularly cause entries made therein of all monies received and paid and all goods received in or delivered out of the stocks of liquor or other commodities provided to the members of the Club and of any other particulars and matters relevant to the purchase, supply and sale of such commodities and necessary to show all dealings in relation thereto.
- iv) Such accounts and books shall be submitted for audit annually.
- v) Copies of the audited statement of accounts together with a balance sheet shall be presented to the members at the Annual General Meeting.
- vi) The Committee shall ensure that any bar manager for the time being employed by them in respect of any members bar facility conducted pursuant to registration as a Club shall be employed under a written agreement with the Club providing that he or she shall satisfactorily account each day to the Treasurer for all money received and paid out and for stocks and liquor and any other particulars and matters

relevant to the affairs of the Club necessary to show dealings in relation to the affairs of the Club and shall give all information and explanations and reference thereto which the Committee may require.

- vii) The accounts of the Club shall be audited by a professional accountant who shall be appointed by the Chairperson and who shall remain as auditor unless removed by decision of the Committee.

7. ANNUAL GENERAL MEETING

- i) The Annual General Meeting of the Club shall be held in the first semester of the academic year.
- ii) The Secretary shall notify the members of the Annual General Meeting at least 14 days before the date of the meeting by posting a notice convening the meeting, together with a copy of the agenda. Such a notice is to be displayed on a notice board in the Club premises and through such other places throughout the University campus as the Committee may deem appropriate.
- iii) The Chairperson shall preside at the Annual General Meeting. In the absence of the Chairperson, a nominee shall be appointed by the Chairperson in advance of the meeting.
- iv) Unless otherwise decided by the Committee the order of business at the Annual General Meeting shall be as follows:
 - a) Reading of Minutes from the previous AGM
 - b) Dealing with Matters Arising
 - c) Secretary's report
 - d) Treasurer's report
 - e) AOB
- v) The Treasurer's report shall included, but is not limited to, a balance sheet and statement of accounts for the preceding financial year (to end 30 June) and an estimate of the receipts and expenditure for the current financial year.
- vi) The Secretary shall summon a Special General Meeting of the Club if the Committee shall at any time so resolve or if requested to do so in writing by 200 members. Such a meeting shall be convened within seven days after receipt of the request. The Secretary shall notify the members of the date of the meeting by posting notice in the manner prescribed.
- vii) No Special General Meeting may be held out of term.
- viii) At either a Annual General Meeting or a Special General Meeting, 25 members, at least four of whom shall be office holders, shall form a quorum.

- ix) At all General Meetings of the Club the Chairperson or in his absence a member appointed by the Committee shall take the Chair. Every ordinary member of the Club shall be entitled to one vote on every motion. The Chairperson shall have a deliberative and casting vote.
- x) An Annual General Meeting or Special General Meeting has the power to make, repeal and amend the Bye-Laws Regulations and Rules of the Club. Neither these Rules nor any variations or amendments of them which may affect the University shall be made without the prior sanction and approval in writing of the President of the University for the time being and shall not take effect until such sanction and approval have been obtained.

8. CLUB PREMISES

- i) The Club Premises shall be open to members between such hours as the Committee shall from time to time determine but the Committee may close the Club Premises for such a time as is deemed necessary for cleaning and repairs or staff holidays or for such other purposes or reasons as may be decided upon by the Committee.
- ii) Regulations may be made by the Committee laying down conditions in which any games may be played in the Club Premises and may prohibit the playing of any games, the playing of which would be unlawful or which in the opinion of the Committee be injurious to the interests of the Club.
- iii) No member shall give the address of the Club in any advertisement or use the Club Premises or Club address for any business purposes.
- iv) Any property of the Club shall be vested in the University.

9. GUESTS

- i) Every member shall be entitled to introduce guests or visitors subject to the following conditions:-
 - a) Any person, except where such person is a parent, husband, wife or child of a member, shall not be admitted as a visitor to the Club Premises on more than 20 days in any period of 12 months.
 - b) Any visitor shall not be supplied with excisable liquor on the Club Premises unless on the invitation of and in the company of a member and the members shall upon the admission of such visitor to the Club Premises and on immediately being supplied with such liquor enter his own name and the name and address of the visitor in a book which shall be kept for that purpose and will show the date of each visit.
 - c) A member introducing a visitor shall be responsible for all actions and the good behaviour of the visitor while on the Club premises on the Campus

and shall make good and pay for any damage caused by such guest while on the Club Premises on the Campus.

- d) No visitor shall remain on the Club Premises after the member introducing the visitor has left.
- e) No person shall be introduced as a visitor who shall have been expelled or suspended from membership of the Club or whose conduct or presence in the Club Premises shall be considered by the Committee to be to be objectionable or prejudicial to the interests of the Club.

10. CLUB RULES AND REGULATIONS.

- i) Any member of the Club that requests a copy of the Rules shall be supplied with a copy of the Rules by the Secretary.
- ii) The Committee shall have the power to promulgate and enact any general or specific bye-laws or regulations providing for the regulation of matters not dealt with by the within Rules and all and any such bye laws and regulations shall be binding on all members. All and any such bye-laws or regulations shall be permanently posted in a permanent place in the Club Premises and the Committee shall be the authority for the interpretation of the Constitution and Rules and any bye-laws or regulations made and the decision of the Committee on any question or interpretation or upon any matter affecting the Club and not provided for under these Rules or by any bye-laws or regulations made hereunder shall be binding on all members. Any member may however take an appeal regarding any decision of the Committee to the next Annual General Meeting of members provided due notice is given.
- iii) The Constitution and Rules of the Club may be amended by the Committee and such amendments shall operate with effect from the date of decision by the Committee approving of such amendments, up to the date of the next Annual General Meeting at which point the said amendments must be approved by the Membership of the Club. In the event that such amendments are not approved by the Membership of the Club then such amendments shall cease to have effect from the date of such Annual General Meeting. In particular the Committee shall be entitled to exercise such power of amendment in order to amend the Rules to make them comply with the provisions of Statute or other law.
- iv) No variation in the Rules of the Club which may affect the University may be made without the written approval of the President for the time being of the University and shall not take effect until and unless such approval shall have been obtained in writing.

11. INDEPENDENT APPEALS

- i) With regards to discipline every member of the Club has the right of appeal.

- ii) Such appeals shall be made in writing to the Secretary of the Club within 48 hours of the complaint being placed on notice of the relevant Committee decision.
- iii) An Appeals Panel shall be appointed by the Committee at the beginning of each academic year.
- iv) The Appeals Panel shall be made up of three persons from outside the Committee membership, but from within the Club membership.

12. THE SUPPLY OF INTOXICATING LIQUOR

- i) All excisable liquor may be supplied to and consumed by members or kept on the Club Premises including beer, lager, stout, sherry, wine and spirits.
- ii) No member of the Club or any members of the administrative or academic staff of the University or any employee, servant or agent of the Club may have any personal interest in the sale of any excisable liquor or the profits arising from any such sale in any premises owned, occupied or used by the Club and no such person shall at any time be entitled to receive at the expense of the Club or any member of the Club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club not shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members of the Club or to guests or others so entitled apart from any benefit accruing to the Club as a whole and apart from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from the carrying on of the Club.
- iii) A person other than a Club member shall not be supplied with any excisable liquor in the Club premises unless either on the invitation of or in the company of a member and that that member, upon admission of such visitor to the Club premises immediately upon his being supplied with such liquor, shall enter his own name and the name and address of the visitor in a book which will be kept for that purpose and which shall show the date of each such visit.
- iv) Members of the Club shall be responsible for the good conduct of all any persons invited by the Club member onto the Club premises or onto the Club campus and shall make good any cost of repairs or any damage caused by any such persons invited by such Club members onto the Club premises or campus.
- v) No excisable liquor shall in any circumstances be sold or supplied in the Club Premises to any person under the age of 18 years.
- vi) No person under the age of 18 years shall under any circumstances be admitted as a member of the Club.

- vii) Expect during such a period or periods as the President of the University shall curtail access to the University campus the Club Premises shall be open for the accommodation of members during such hours as the Committee shall from time to time determine as are permitted by law and no member shall be allowed to remain on the Club Premises outside of those permitted hours.
- viii) Notice shall be exhibited in a conspicuous part of the Club Premises stating the hours during which excisable liquor may be supplied and consumed.
- ix) Members or visitors may not bring into the Club Premises excisable liquor of any sort for consumption on the Club Premises.
- x) No excisable liquor shall be supplied to any person who is deemed by a member of the Committee or by any employee, servant or agent of the Club, for the time being, to be intoxicated.
- xi) No excisable liquor shall be supplied for consumption on the Club Premises to any person or be consumed on the Club Premises by any person during any hours prohibited by law or at any other time or during any such period as the President of the University from time to time may decide to curtail access to the campus.

13.

- i) Subject to the exceptions specified in these Rule, no excisable liquor shall be supplied for consumption on the Club premises to any person (other than a Member of the Club lodging in the Club premises) or be consumed on the Club premises by any person (other than a Member of the Club lodging in the Club premises):-
 - a) On any day, before the hour of 10.30am, or; Sunday to Wednesday after the hour of 11.30pm, and Thursday to Saturday after the hour of 12.30am, or
 - c) on St. Patrick's Day, where that day falls on a weekday, before the hour of 12.30pm or after the hour of 11.30pm
 - d) at any time on Christmas Day and Good Friday.
- ii) The Club may, from time to time, apply for a extension through the appropriate means, however it will not apply for any extension beyond 1.30am.

14. DISSOLUTION OF THE CLUB

- i) If at any General Meeting of the Club, a properly tabled resolution for the dissolution of the Club shall be passed by a majority of those members present then the Committee shall convene a Special General Meeting of the Club not less than six weeks later of which at least four weeks written notice shall be given. If at such a Special General Meeting, at least one half of the members shall be present, and the

resolution to dissolve is confirmed by a two-thirds majority then the Committee shall immediately, or at such future date as may be specified in such a resolution, proceed to realise the property of the Club and after discharge of all liabilities the Club shall be deemed dissolved.

12. HEADINGS

The headings for these Rules are for ease of reference only and shall not be taken into account in their interpretation.