

Trilogy Triathlon Club Constitution



1. Name

- a. The name of the club shall be "Trilogy Triathlon."
- b. The club's colours shall be navy blue, green and white.

2. Objects

- a. The objects of the club shall be to:-
 - i. encourage the practice and development of triathlon in Co. Laois and surrounding areas.
 - ii. provide coaching for the 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 and adventure sports
- 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. Participants in training sessions, club competitions and other club activities must be current members of Trilogy Triathlon. The Club Secretary may permit the involvement of guest participants at his / her discretion; such guest participants must, however, be members of Triathlon Ireland.
- c. Each applicant for membership must complete the official application form. An application for membership is valid for the calendar year in which it is signed, and to continue membership, members are required to renew their membership for each new calendar year no later than 28 February.
- d. 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.c. 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.

- e. It is mandatory for members of Trilogy Triathlon to be either full 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 Trilogy Triathlon automatically results in an immediate loss of membership of Trilogy Triathlon.
- f. It is incumbent on all members to make new members they introduce aware of the requirement for Triathlon Ireland membership.
- g. The Committee of Trilogy Triathlon are empowered to withdraw membership from any member of Trilogy Triathlon.

5. Childrens and Equality Policy

- a. Trilogy Triathlon aims to promote the participation of children by creating a culture of safety and fun and fully subscribes to the following international standards:
 - i. “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)
 - ii. All children’s sport should be conducted in an atmosphere of fair play (defined by the European Code of Sports Ethics as “much more than playing within the rules. It incorporates the concepts of friendship, respect for others and always playing within the right spirit. Fair play is defined as a way of thinking, not just a way of behaving. It incorporates issues concerned with the elimination of cheating, gamesmanship, doping, violence (both physical and verbal), exploitation, unequal opportunities, excessive commercialism and corruption”. (European Sports Charter and Code of Ethics, Council of Europe, 1993)
 - iii. Children have the right to be safe. All Trilogy Triathlon officials should ensure that this fundamental principle takes precedence over all other considerations.
- b. Trilogy Triathlon will promote the sport of Triathlon (including Duathlon) being mindful of the need to 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. Between men and women generally;
 - iii. Between persons with a disability and persons without;
 - iv. Between persons with dependants and persons without.

6. Management

- a. The management of this club shall be vested in a four-member committee which shall consist of:-

- 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 co-ordinate committee activity to achieve this. Alongside chairing committee and general meetings, the chairperson will also help out the other committee members where required.
- ii. Club Secretary
The Club Secretary is responsible for maintaining the membership database, the management of annual membership subscriptions, providing information bulletins to members, and to circulate meeting minutes from AGMs and committee meetings as required. The Club Secretary is also responsible for maintaining results of club competitions and ranking / league tables. The Club Secretary will act as secretary to committee meetings unless another attendee is nominated for minute taking by the Chairperson.
- iii. Treasurer
The Treasurer's role is to manage and report on the club finances. This will involve collecting cash from members and sponsors and for issuing payment to clubs, suppliers and others as agreed by the committee. The treasurer will also be responsible for the collection of money for group payments (for events, etc). The Treasurer is automatically a co-signatory on any bank or credit card account held in the name of the club.
- iv. Childrens and Equality Officer
The Childrens and Equality Officer is primarily responsible for ensuring that the activities of the club are organized in compliance with the Childrens and Equality Policy set out at Article 5. above. The Childrens and Equality Officer will also be the point of contact for any member complaints about a failure by the club to adhere to such policies. The Childrens and Equality Officer will also represent at committee meetings the interests of new club members.

- b. At least one of the committee should represent the interests of female triathletes.
- c. All of the forgoing shall be elected. All positions are filled by election at the Annual General Meeting, with each member of Trilogy Triathlon present having one vote per position.
- d. Any Trilogy Triathlon member can declare their interest in a position, whereupon they must be proposed and seconded by two members of Trilogy Triathlon.
- e. 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.
- f. The elected committee shall remain in office until the Annual General meeting of the following year.
- g. The Committee shall have the power to fill vacancies if and when they arise.

- h. The Committee will be assisted by a Members Panel consisting of club members who will undertake on behalf of the committee a range of activities central to the operation and traditions of the club and for specific projects; club members assisting the committee may be invited by any committee member to attend committee meetings but shall not have a Committee vote.
- i. Club Members will be invited at the Annual General Meeting to nominate themselves for consideration for a Members Panel role as described in Article 6.h. above. A list of roles will be available at the Annual General Meeting. In addition, the Committee may, at any time, appoint any Club Member to any new or vacant position on the Members Panel, as such positions may arise.
- 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.
- k. Minutes of each Committee Meeting will be made available to any member of Trilogy Triathlon on receipt by the Secretary or Chairperson of a written request to receive such minutes.

7. Annual General Meeting

- a. The Annual General Meeting shall be held no later than the 1 March 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 15 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, together with proposed motions shall 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 Trilogy Triathlon equipment, clothing, racing kit, the Trilogy Triathlon 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 Trilogy Triathlon is at all times at the discretion of the Committee and may be 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 committee in accordance with this constitution, failure to pay such annual fee at the later of 1 May, or within 60 days of membership application / renewal will result in the loss of membership of Trilogy Triathlon.

10. Resignations

- a. Any member wishing to resign, must do so in writing, addressed to the Chair or Club 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 shall be not less than three members.
- b. For an Annual General Meeting or Extraordinary General Meeting, no less than ten members must be present.

15. Notices

- a. A notice required to be given under this Constitution shall be sufficiently given if
 - i. Published on the website of Trilogy Triathlon or
 - ii. Announced in at least one local newspaper.