

Celbridge Elm Hall Golf Club Constitution

1. Preliminary

- 1.1 Rules herein contained are indicated by consecutive numbers.
- 1.2 Clauses are indicated by consecutive numbers preceded by Rule numbers.
- 1.3 Sub-clauses are indicated by consecutive numbers preceded by Rule and Clause numbers.
- 1.4 Sub-Sub-clauses are indicated by consecutive numbers preceded by Rule and Clause numbers.
- 1.5 The name or title "Committee" and the Officers and members thereof, without qualification shall mean either the Men's Committee or the Ladies Committee or their Officers of Members where the context so admits or requires.
- 1.6 The name or title "Club" without qualification shall mean the Men's Club or the Ladies Club where the context so admits or requires.

2. Title

- 2.1 The name of the club shall be *Celbridge Elm Hall Golf Club*. This name shall be the common name by which the:
 - 2.1.1 Celbridge Elm Hall Men's Golf Club (herein called "The Men's Club") and the
 - 2.1.2 Celbridge Elm Hall Ladies Golf Club (herein called "The Ladies Club") shall be individually or collectively known.
- 2.2 The official address of the Club is Celbridge in the county of Kildare.
- 2.3 The club accepts that the Club and Logo is exclusively reserved for the Club Licensed to use the Facilities.

3. Ownership

- 3.1 The land of which the Golf Course and Clubhouse have been constructed is the property of the Lawless family whose address is Elm Hall in the county of Kildare. (herein called "the Owner" which expression shall include its successors and assigns).

4. License

- 4.1 The Club uses the Facilities under License from the owner of the Facilities.
- 4.2 The Club accepts that the License granted by the owner to use the Facilities will not entitle the Club to any Legal interest in the property.
- 4.3 The License shall stand in the name of the Owner and Trustees appointed by each club under these rules.
- 4.4 The Club hereby irrevocably acknowledge the grant of a License to use such lands as are deemed necessary for its activities from the Lawless Family and that the relationship between the Club and the said Lawless family is that of Licensee and Licensor.

5. Membership

- 5.1 The combined membership of both the Men's Club and the Ladies Club shall consist of amateur golfers who are:

5.1.1	Ordinary Members	350
5.1.2	Five Day Members	150
5.1.3	Junior Members	50
5.1.4	Corporate Members	10
- 5.2 The combined numbers of members electable to each category in each Club shall initially be fixed in consultation with the Owner. Any subsequent alteration will be by agreement with the Owner.
- 5.3 All members shall be entitled to attend at all Annual General and Special General Meetings.
- 5.4 Only Ordinary Members shall be:
 - 5.4.1 entitled to vote at all Annual General and Special General Meetings.
 - 5.4.2 entitled to nomination for and election to office and general committee in the respective clubs of which they are such members.

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6. Objects

- 6.1 The Men's Club shall:
 - 6.1.1 Promote the amateur game of golf amongst its members.
 - 6.1.2 Apply for affiliation of the Golfing Union of Ireland and undertake, in writing, to accept and abide by the constitution and Bye-Laws of such Union and the Bye-Laws of the Branch in whose Province the Club is situate.
 - 6.1.2.1 In compliance with Union Bye-Law 2, pay, on every 1st January a per capita subscription to the Union and a per capita levy to its Provincial Council on every male playing member (except Honorary, University, Student and Junior, Juvenile) of the club at the end of its last financial year.
 - 6.1.3 Accept and apply the Standard Scratch Score and Handicap Scheme as prescribed by the Council of National Golf Unions and such rules there under as may require to be implemented from time to time by the Golfing Union of Ireland.
 - 6.1.4 Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the rules of golf and the rules of Amateur Status.
- 6.2 The Ladies Club shall:
 - 6.2.1 Promote the amateur game of golf amongst its members.
 - 6.2.2 Apply for affiliation of the Irish Ladies Golf Union and undertake, in writing, to accept and abide by the constitution of such union and the Bye-Laws of the district of which the Club is situate.
 - 6.2.2.1 In compliance with the Irish Ladies Golf Union Financial Rules governing subscription (Capitation Fee), pay on the prescribed date
 - I. a per capita subscription to the Union,
 - II. a per capita subscription to the Honorary Secretary of the district in which the Club is situated,
 - 6.2.3 Accept and apply the Handicapping System as prescribed by the Irish Ladies Golf Union and such rules there under as may require to be implemented from time to time by such Union.
 - 6.2.4 Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the rules of golf and the rules of Amateur Status.
- 6.3 Celbridge Elm Hall Golf Club is fully committed to safeguarding the well-being of its members. Every individual in golf should, at all times, show respect and understanding for members rights, safety and welfare, and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport & Code of Ethics for Golf for Young People*.

In working with young people in golf our first priority is the welfare of the young people, and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from bullying and intimidation.

7. Trustees

- 7.1 The Men's and Ladies Clubs shall each have at least two voting members as Trustees. Such Trustees shall be appointed by the members of the respective clubs at, initially a Special General Meeting and subsequently at an Annual General Meeting.
- 7.2 Each Trustee shall hold office for five years or, until resignation or removal from office by resolution by members of the club that appointed him or her at Annual General Meeting and shall be replaced by another Appointee at the next or same Annual General Meeting.
- 7.3 The License being granted by the Owner to the Club shall be in the names of the Owner and of the appointed Trustees or their successors in office.
- 7.4 The trustees shall deal with issues in relation to the club which elected them as directed by resolution of the general committee of that club, of which an entry in the minute book shall be sufficient evidence.
- 7.5 The trustees, officers and general committee members of each club shall be indemnified against liability and expense incurred by them, by reason of their position as trustees or

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members of general committee, by the members of the club. Such indemnification shall be a condition of membership.

8. Officers

- 8.1 The Officers of the Men's Club shall be Captain, Vice Captain, Secretary, Treasurer, Handicap Secretary, Competition Secretary and President.
- 8.2 The Officers of the Ladies Club shall be Captain, Vice Captain, Secretary, Treasurer, Handicap Secretary, Competition Secretary and President.

9. Management

9.1 Allocation of Functions

- 9.1.1 The business and affairs of the Men's Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "the Men's Committee") consisting of the Officers of the Men's Club and 5 other members of the Men's Club elected under Sub-Clause 9.2.4 and Clause 19.7 One of whom shall have the designation "Junior's Officer". In addition to these elected committee members, the retiring captain from the outgoing committee shall remain on the committee for one additional year. (Even if he has already served the maximum five consecutive years. See clause 9.2.1)

The business and affairs of the Ladies Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "the Ladies Committee") consisting of the Officers of the Ladies Club and 2 other members of the Ladies Club elected under Sub-Clause 9.2.4 and Clause 19.7. (Note: See note to Sub-Clause 9.1.3)(AGM 2006)

In addition to these elected committee members, the retiring Lady Captain from the outgoing committee shall remain on the committee for one additional year.

- 9.1.2 Each of the aforementioned Committees may exercise its power notwithstanding that there might be a vacancy in its membership.
- 9.1.3 At meetings of the foregoing Committees; -
 - 9.1.3.1 The Men's Club
5 of those entitled to vote shall form a quorum.
 - 9.1.3.2 The Ladies Club
5 of those entitled to vote shall form a quorum.
- 9.1.4 At meetings of such Committees the Chair shall be taken by the Captain or, if absent, by the Vice Captain. In the absence of both of these Officers those in attendance shall elect a Chairperson.
- 9.1.5 The Chairperson at a meeting shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.

9.2 Elections, Officers and Committees

- 9.2.1 The Captain of the Men's and the Captain of the Ladies Clubs shall retire after one year's service, always provided that the members at Annual General Meeting may vote that the outgoing Captain should serve in that capacity for a longer period.
- 9.2.2 Deleted AGM 02
- 9.2.3 Time of service of Honorary Officers or of Ordinary Members of Committee shall be limited to 5 Consecutive years, after which time they must retire from committee. After a lapse of one year such members may again be nominated. The two exceptions to this rule are -
 - a) a person who serves as Vice Captain in his 5th year may serve for a 6th year as Captain if elected, and
 - b) a person who serves for 5 years may serve for a 6th year as Vice Captain and for a 7th year as Captain if elected.In the Ladies Club a person may serve as Vice Captain in the year following 5 years of membership on the committee and continue as Lady Captain the next year if elected.
- 9.2.4 The election of Office Bearers, excepting the Members of the General

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Committee and Auditors of both Clubs shall be made initially at a Special General Meeting and subsequently at an Annual General Meetings.

- 9.2.5 Nominations (with the Consent of the nominee) for election to any Honorary office or as an Ordinary Member of Committee shall be made: -
- 9.2.5.1 By the General Committee of the Club concerned, or
- 9.2.5.2 By any two Ordinary Members of the Club concerned.
- 9.2.6 All nominations shall be given to the Honorary Secretary of the Club concerned at least 14 days prior to the Annual General Meeting of the Club.
- 9.2.7 A complete List of Nominees (Officers and Committee) together with their proposers and seconders must be posted on the Club Notice Board for at least seven days prior to the date of the particular Annual General Meeting.
- 9.2.8 The respective Committees shall have power to fill vacancies in any of these offices (including membership of its committee, but excluding the Office of President of the Men's Club,) during any year. The persons so appointed shall hold office until the next Annual General Meeting of the particular Club. Such appointments shall not be construed as forming part of any time limit provided for in Sub-Cause 9.2.3.
- 9.2.9 At any General Meeting, if the election of a continuing member of the Committee to a position as an Office Bearer will leave a vacancy on the Committee, then such vacancy shall be filled at that Annual General Meeting from candidates already nominated for membership of the committee.
- 9.2.10 The office of any Office Bearer shall be vacated by such Office Bearer resigning there from or on ceasing to be a member of either the Men's or the Ladies Clubs or being removed by a resolution at an Annual General Meeting of the appropriate club.
- 9.2.11 The President of the Men's Club shall be elected at the AGM for a term not exceeding two years.

9.3 Committee Meetings

- 9.3.1 Stated meetings of the Men's committee shall be held not less than 10 times per annum. 10
- 9.3.2 Stated meetings of the Ladies committee shall be held not less than 8 times per annum.
(Note: It is usual for committees to meet once per month.)
- 9.3.3 Upon a requisition signed by not less than 3 members of a committee stating the nature of the business to be transacted, the Captain or Honorary Secretary of the Club shall call a special meeting of such committee for the consideration thereof; and if the Officers designated above neglect or refuse to call such meeting within 7 days the same may be convened by notice signed by 4 members of such committee.

9.4 Owner's Staff

- 9.4.1 The Committee of the Men's and of the Ladies Clubs shall co-operate with such staff as are employed by the owner in the maintenance, service and upkeep of the course and clubhouse and shall direct their members to facilitate such staff in the execution of their duties in the interest of both the Owner and the Club.

9.5 Liaison Committee

- 9.5.1 The requirements of Sub-Sub Clauses 9.5.2.1 and 9.5.2.2 shall be implemented by a Liaison Committee the members of which shall comprise two nominees from each of the Men's and Ladies committees and the Secretary, Manager who shall be appointed by the Owner.
- 9.5.2 The Liaison Committee shall -
- 9.5.2.1 make, and from time alter, such Bye- Laws and regulations as are considered necessary in the interested of the members of both clubs.
- 9.5.2.2 make such local rules (provided they are not at variance with the rules of golf) and regulations for the use of the course as are required.
- 9.5.3 Every member of each category and every visitor introduced by a member shall be subject to, and must comply with, all rules, Bye-Laws and Regulations in force.

9.6 Appointment of Sub-Committees

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- 9.6.1 The Men's and the Ladies Committees shall each have power to appoint sub-committees and to define the scope of their authority and to delegate and confer on such committees the powers necessary for the discharge of the function or functions for which such sub-committee was formed.
- 9.6.2 Each sub-committee shall retire annually on the date of the Annual General Meeting of its respective club or when the function for which it was appointed is completed.
- 9.6.3 The quorum of each sub-committee shall be defined at the time of appointment.
- 9.6.4 The Chairperson of each sub-committee shall, in addition to a deliberative vote, have, and shall exercise a casting vote.

10. Administration

- 10.1 The Men's and the Ladies Clubs shall be administered as follows -
 - 10.1.1 The Honorary Secretary of the Men's Club shall be responsible for every - day affairs of that Club except such duties which are specifically assigned to another Officer of the Men's Club or to the Secretary Manager.
 - 10.1.2 The Honorary Secretary of the Ladies Club shall be responsible for every - day affairs of that Club except such duties which are specifically assigned to another Officer of the Ladies Club or to the Secretary Manager.
 - 10.1.3 All written complaints concerning matters under the jurisdiction of the Committee of the Club concerned shall be primarily referred to the Honorary Secretary of that Club who, if unable to resolve same, shall place the complaint on the agenda for the next meeting of the Committee of such Club for investigation and decision. (See Clause 16)

11. Finance

- 11.1 The Financial affairs of the Men's Club shall be administered as follows -
 - 11.1.1 The Honorary Treasurer shall keep full and detailed account, books and records, showing the financial affairs, receipts and disbursements of the Club.
 - 11.1.2 The banking account shall be kept in the name of the Men's Club (and clearly identified as such) in such bank as the Men's Committee may, from time to time, determine. All cheques shall be signed as authorised by resolution of the Committee.
 - 11.1.3 The Men's Committee shall remit to the Golfing Union of Ireland the annual per capita subscriptions and Provincial levies on members as required by the Bye-Laws of that Union.
 - 11.1.4 Each Committee shall be entitled to charge and retain all entry fees in Club Competitions under its control and management and for which it has arranged for the provision of prizes.
 - 11.1.5 The Honorary Treasurer shall issue an audited statement of the affairs of the Club for the Financial year ended 31st October for consideration by the Committee and for presentation and approval by the members at the Annual General meeting which shall be held not later than 6 months following.
- 11.2 The Financial affairs of the Ladies Club shall be administered as follows –
 - 11.2.1 The Honorary Treasurer shall keep full and detailed account, books and records, showing the financial affairs, receipts and disbursements of the Club.
 - 11.2.2 The banking account shall be kept in the name of the Ladies Club (and clearly identified as such) in such bank as the Ladies Committee may, from time to time, determine. All cheques shall have two signatures as authorised by resolution of the Committee.
 - 11.2.3 The Ladies Committee shall remit to the Irish Ladies Golf Union the annual per capita subscriptions and District levies on members as required by the Bye-Laws of that Union.
 - 11.2.4 The Ladies Committee shall be entitled to charge and retain all entry fees in Club Competitions under its control and management and for which it has arranged for the provision of prizes.
 - 11.2.5 The Honorary Treasurer shall issue an audited statement of the affairs of the Club for the financial year ended 31st October for consideration by the Committee and for

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presentation and approval by the members at the Annual General meeting which shall be held not later than 6 months following.

12. Election of Members

- 12.1 The sole source of members for the club can only be from members of Celbridge Elm Hall Golf Course according to the records of the proprietor.
- 12.2 All members of Celbridge Elm Hall Golf Course are of right and automatically members of the club.
- 12.3 The Men's Committee shall conduct a welcome meeting for all new members of the club at least once per calendar year.
- 12.4 The Men's Honorary Secretary shall issue an invitation in writing to all new members entitled to attend the welcome meeting at least fourteen days in advance of the date of the meeting.
- 12.5 The provisions of Paragraphs 12.1 and 12.2 are retrospective to years prior to and including 2007.

13. Categories of Member

- 13.1 Voting and non-voting members may be elected to the Men's Club and to the Ladies Club.
- 13.2 The following shall be voting members -
 - 13.2.1 Ordinary members who shall comprise
 - 13.2.1.1 Male members who, having paid the entrance fee, if any, and annual subscription applicable to this category shall be entitled to attend and vote at all Annual General and all Special General Meetings of the Men's Club.
 - 13.2.1.2 Female members who, having paid the entrance fee, if any, and annual subscription applicable to this category shall be entitled to attend and vote at all Annual General and all Special General Meetings of the Ladies Club.
- 13.3 The following, of either gender, shall be non-voting members of their respective clubs
 - 13.3.1 Five Day Members who shall comprise
 - 13.3.1.1 Male members who, having paid the entrance fee, if any, and annual subscription applicable to this category shall be entitled to attend all Annual General and all Special General Meetings of the Men's Club.
 - 13.3.1.2 Female members who, having paid the entrance fee, if any, and annual subscription applicable to this category shall be entitled to attend all Annual General and all Special General Meetings of the Ladies Club.
 - 13.3.2 Junior Members shall comprise members whose age at date of election shall not be less than 13 years or more than 18 years. The upper age limit may be extended to 21 years where the person is in full time education. Such membership shall cease on the 31st December next after such person has attained the age of 18 years or after such person has ceased to be a full time student.
 - 13.3.3 Corporate Membership by arrangement with Individual Corporation. Maximum of 5 members to each corporation.

14. Annual Subscription

- 14.1 All categories of member, except Honorary, shall be obliged to pay an annual subscription to the course Owner.
- 14.2 The amount payable by the different categories shall be fixed in consultation with the Owner. Thereafter any alteration shall be decided at a meeting of the committees of each of the Men's and Ladies Clubs and the Owner.
- 14.3 All subscriptions shall be payable on the 1st January each year.
- 14.4 Any member whose name is notified to the Secretary by the proprietor as having ceased to be a member of Celbridge Elm Hall Golf Course shall cease to be a member of the club.
- 14.5 Any member whose subscription is unpaid by the 1st February shall be ineligible to compete in Club or Open competition, to enter Championships or Tournaments or to represent the Club.

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15. Visitors

- 15.1 Prior to playing on the course a visitor introduced by a member shall pay the appropriate green fee to the course Owner.

16. Removal of Members from the Club and Suspension of Members

- 16.1 If any allegation of misconduct by a member or either Club be submitted to an Officer in writing, any Officer shall make such enquiries as are considered necessary to obtain all relevant details. Such information shall be placed before the Committee which shall, in meeting enquire into such conduct.
- 16.2 If in the opinion of the Committee the conduct in question may warrant the suspension (by the temporary withdrawal of the privileges of membership) or expulsion of such member he or she shall be so informed in writing. The member shall have the right to appear and speak at and/or to make a written submission, which shall be read at any subsequent meeting at which the conduct in question shall be considered and all related information shall be placed before the Committee.
- 16.3 If after making such further enquiries as it considers necessary into the conduct of the member and hearing such explanation, if any, as he or she may offer, the Committee decides that his or her conduct has not been explained or accounted for to its satisfaction but was not such as to warrant the expulsion of the member, the Committee may instead, by a simple majority, suspend the member for a period not exceeding 3 months. Should a majority of the Committee not be satisfied that the charges of misconduct have been proved no further action shall be taken.
- 16.4 If no explanation of his or her conduct shall be given by the member, or if such explanation shall be considered unsatisfactory by the Committee, it may expel the member, provided that not less than a simple majority of the members of the Committee vote for such a course of action.
- 16.5 If on the taking of a vote under Clause 16.4 less than 50% members vote for expulsion the Committee shall make a decision in accordance with the provisions of Clause 16.3.
- 16.6 When a Committee has resolved that a member be suspended or expelled, such member shall, within 7 days of the date of decision, be given notice, in writing, by the Honorary Secretary of the decision of the Committee by registered post or by delivery of such notice to his or her last known address. Such person shall have the right of appeal against the decision within 14 days of the date of the decision. The appeal shall be made in writing, to the Honorary Secretary.
- 16.7 Notice of an appeal under Clause 16.6 having been given, the decision shall not take effect for a period of 21 days from the date of the decision and the member shall have the right to have his or her appeal heard at an Extra Ordinary General Meeting requisitioned under Sub-Clause 17.3.1 provided that the necessary signature for such requisition are procured either by the member in question or any other voting member. This meeting shall, by a simple majority decide whether the expulsion shall be confirmed or repealed. Should the signatures provided for in Sub-Clause 17.3.1 not be obtained within 21 days from the date of the decision, the Committee shall have power to deem the appeal to have lapsed and to enforce the decision forthwith or to allow an addition appeal period should it decide by a simple majority, that the circumstances warrant it.
- 16.8 A decision of the Committee under this rule shall stand unless and until an appeal is received, by an Officer of the Club against it. Provided an appeal has been received, and an Extra Ordinary General Meeting duly requisitioned, the expulsion shall not then take effect pending the holding of the Extra Ordinary General Meeting.
- 16.9 During the period of suspension the member shall not be entitled to the refund or rebate of the whole or any part of his or her annual subscription or other sum paid or payable by him or her to the Club in respect of the year during which the suspension occurs.
- 16.10 A person who has been expelled from membership shall not be entitled to the refund or rebate to the whole or any part of his or her annual subscription or other sum paid or payable by him or her to the Club in respect of the year during which the expulsion occurs.
- 16.11 In the case of a Lady Member ceasing to be a member through resignation, expulsion, suspension or for any other reason she shall be required to return to the Secretary or Handicap Secretary her handicap Certificate, if issued by that club.
- 16.12 All voting under this rule shall be by direct ballot.

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17. General Meetings

17.1 The Men's Club

- 17.1.1 The Annual General Meeting of the Men's Club shall, save in exceptional circumstances, be held each year in November on a date to be decided by the Committee, for receiving the Men's Club Committees Annual report and the Financial Statement for the year ended the previous 31st October, for electing Office Bearers, members of Committee and Auditors revising its rules and transacting such other business of the Men's Club as may be on the agenda.
- 17.1.2 21days notice, at least, of such Annual General Meeting shall be given to all male members entitled to attend. Only male ordinary members may vote at an Annual General Meeting of the Men's Club.
- 17.1.3 Notices of motion and nominations of Officers and members of the general Committee of the Men's Club must be made to the Honorary Secretary in writing at least 14 days before the date of such a meeting.
- 17.1.4 Such notices and nominations shall be promptly posted on the Clubhouse notice board.
- 17.1.5 Notices of motion and nomination not made as required cannot be considered at the Annual General Meeting.

17.2 The Ladies Club

- 17.2.1 The Annual General Meeting of the Ladies Club shall, save in exceptional circumstances, be held each year in November on a date to be decided by the Committee, for receiving the Ladies Club Committees Annual report and the Financial Statement for the year ended the previous 31st October, for electing Office Bearers, members of Committee and Auditors revising its rules and transacting such other business of the Ladies Club as may be on the agenda.
- 17.2.2 21 days notice, at least, of such Annual General Meeting shall be given to all female members entitled to attend. Only female ordinary members may vote at an Annual General Meeting of the Ladies Club.
- 17.2.3 Notices of motion and nominations of Officers and members of the general Committee of the Ladies Club must be made to the Honorary Secretary in writing at least 14days before the date of such a meeting.
- 17.2.4 Such notices and nominations shall be promptly posted on the Clubhouse notice board.
- 17.2.5 Notices of motion and nomination not made as required cannot be considered at the Annual General Meeting.

17.3 Special General Meetings

- 17.3.1 Special General Meetings of either Club may be called at any time by direction of the Club or on a requisition to the Honorary Secretary signed by at least *one-fifth* members entitled to attend at such meeting, stating the business to be brought forward and this matter will be the only business considered at that meeting.
- 17.3.2 On receipt of such requisition it shall be the duty of the Committee of the Club to have a General Meeting called without delay and failing notice calling such meeting being issued by direction of the Committee within 14 days after receipt of the requisition by the Honorary Secretary. Any of the one-fifth members who have signed the requisition may issue notice of a General Meeting, which notice shall be sufficient if published in three successive issues of a daily newspaper circulating in the locality of the club at least 10 days before the date fixed for such meeting.

17.5 Chairperson at General Meetings

- 17.5.1 The Captain or if absent the Vice-captain shall preside at all General meetings of the Men's Club and the Ladies club respectively.
- 17.5.2 If any of the foregoing officers are absent or decline to preside any other chairperson may be appointed by the meeting.
- 17.5.3 Each chairperson in addition to a deliberative vote shall have and shall exercise a casting vote.

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18. Notices of General Meetings

- 18.1 14 days notice of every General Meeting convened by order of a Committee (except meetings called under clause 17.3 which 10 days notice is required) shall be given to members by way of notice displayed in the clubhouse communications notice board located in the Clubhouse. Such notice shall specify the time and place of such meeting and the business to be transacted.

19. Mode of Voting at General Meetings of each Club

- 19.1 No proxies shall be allowed.
- 19.2 Voting shall be either by show of hands or by ballot.
- 19.3 Ballot shall mean a vote on voting paper.
- 19.4 A majority of ***one*** shall be sufficient to decide any question under discussion unless a greater majority is required by some other club rule.
- 19.5 In the event of a tie the Chairperson shall have and exercise a casting vote as provided in sub-clause 17.4.3.
- 19.6 If any member at a General Meeting proposes that the mode of voting on any particular matter should be by ballot and this is seconded by another member, then the question of whether voting should be by a show of hands or by ballot shall be decided by a show of hands.
- 19.7 An election of candidates for membership of the Committee of either the Men's Club or the Ladies Club shall be by ballot and all members voting must vote for the full number of candidates for whom there are vacancies otherwise such voting paper is invalid. The provisions of this paragraph may be superseded by those of Paragraphs 19.8 and 19.9 below.
- 19.8 The Chairperson of the Annual General Meeting shall at their own and absolute discretion request a show of hands on the approach to electing members of the Committee. The two alternate approaches offered shall be a ballot, according to the provisions of Paragraph 19.7, or by show of hands according to the provision of Paragraph 19.9. The chairperson may not exercise this discretion where more than one nomination has been received for any one or more positions on the committee.
- 19.9 If the result of a show of hands taken under the provision of Paragraph 19.8 is unanimously in favour, the Chairperson may call for a single show of hands on the proposals before the meeting for the officers and members of the committee. If this single show of hands is unanimous, all of the nominees for Officers and Committee shall be taken to have been elected.
- 19.10 If an Annual General Meeting fails for any reason to elect any or all of the officers and or members to the incoming committee, the meeting shall be adjourned for a period of not more than one calendar month. In this circumstance, the outgoing Captain and Committee shall continue in their positions on a pro-term basis.

20. Minute Books

- 20.1 The Men's Club and the Ladies Club shall each keep -
- 20.1.1 a minute book in which shall be recorded the minutes of Annual General and Special General Meetings and also
- 20.1.2 a minute book in which shall be recorded the minutes of all Committee meetings held in compliance with Clause 9.3.
- 20.1.3 the respective minutes shall be read out at the next General, Statutory or other Committee meeting and, when approved as being a correct record, shall be signed and dated by the Chairperson.

21. Playing Facilities

- 21.1 The Men's Club and the Ladies Club in conjunction with the Owner shall decide the days and times when each Club shall have the use of the course. All other times required by either Club shall be by agreement with the Owner.
- 21.2 The Men's Club and the Ladies Club in conjunction with the Owner shall make the Course available to the Golfing Union of Ireland at reasonable intervals in accordance with normal GUI practice and clause 11.5.4 of the Constitution of the GUI.

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22. Personal Property

- 22.1 Neither the Men's Club nor the Ladies Club shall be responsible for any personal belongings of members or members visitors brought to, kept at, or left on the premises of the Club (either in the clubhouse or outside in the car park or on the courses). Such personal belongings shall be at the sole risk of the owners thereof, and neither the club nor any committee thereof shall be responsible for any loss or damage thereto howsoever arising; but this rule shall not prejudice any claim by the club or the owners of the property against insurance companies in case of fire or when otherwise covered by insurance. In addition the members of both clubs shall have due regard for any relevant conditions imposed by the Owner of the facilities.

23. Change of Constitution and Rules

- 23.1 No rule of the Men's Club or the Ladies Club shall be repealed or altered or new rule made except at a General Meeting of such club and by consent of at least two thirds of the members present and entitled to vote at such meeting and written notice of the proposed changes must be sent to the Honorary Secretary with the names of the proposer and seconder attached, at least 14 days previous to the meeting at which same is to be considered.
- 23.2 The Honorary Secretary shall place the proposal on the Club notice board and put the item on the agenda for the next meeting of the Club.
- 23.3 Any change in the Constitution of the club which affects the rules of the Men's Club must be submitted to the Golfing Union of Ireland for approval prior to adoption.
- 23.4 Any change in the rules of the Men's Club shall not be in conflict with the Constitution of the Golfing Union of Ireland.
- 23.5 Any change in the Constitution of the club, which affects the rules of the Ladies Club, must be submitted to the Irish Ladies Golf Union for approval prior to adoption.
- 23.6 Any change in the rules of the Ladies Club shall not be in conflict with the Constitution of the Irish Ladies Golf Union

24. Rules of Golf and Local Rules

- 24.1 The Rules of the game of Golf for the Men's and the Ladies Club shall be the Rules of golf as approved by the Royal and Ancient Golf Club of St. Andrews.
- 24.2 The Liaison Committee shall, in compliance with Sub-Sub-Clause 9.5.2.2, from time to time prescribe such Local Rules as it considers necessary having regard to the nature of the course or otherwise, provided such local rules are not contrary to or at variance with the Rules of Golf or directives issued by the respective Union to which the Men's Club or the Ladies Club is affiliated.

25. Bye-Laws

- 25.1 The Liaison Committee shall have power from time to time in compliance with Sub-Sub-Clause 9.5.2.1 to make such Bye-Laws, as it considers necessary and to alter and repeal same.

26. Club Levies

- 26.1 Annual levies payable to either the Men's or Ladies Clubs shall be determined by the respective committees of the respective clubs and agreed by the membership at the AGM.

Celbridge Elm Hall Golf Club Constitution

Record of Amendments (since 2006)

1. 28 Nov 2006 – AGM of Men’s Club – Para 26.1 (Annual Levies)
2. 13 Nov 2007 – AGM of Men’s Club - Para 9 (5 year limit for Committee Members)
3. 18 Nov 2008 – AGM of Men’s Club – Para 9.2.11 (President’s term of Office)
4. 29 Apr 2011 – SGM of Men’s Club – Paras 5, 8, & 13 (Introduction of Five Day Members)
5. 12 Nov 2011 – AGM of Ladies Club – Para 9.3.2 – (Frequency of Committee Meetings and change of number for a quorum)
6. 17 Nov 2011 – AGM of Men’s Club – Para 6.3 – (Code of Conduct and Code of Ethics)