

# TERENURE RESIDENTS' ASSOCIATION CONSTITUTION 2011

## 1. Title

The Association shall be called the *Terenure Residents' Association*.

## 2. Objects

- a. To maintain and improve conditions and amenities in the area for the benefit of members and their families.
- b. To encourage community and social interaction for the benefit of members and their families.

## 3. Membership

- a. Membership shall be open to all residents of the area of Terenure as defined by the Committee.
- b. The Committee reserves the right to refuse membership or terminate existing membership.

## 4. Organisation

The Committee shall be elected at the Annual General Meeting.

## 5. Annual General Meeting

- a. The Annual General Meeting (A.G.M.) shall be held not later than 31st May each year.
- b. A Special General Meeting may be called on the signature of 25 paid-up members stating the purpose of such meeting and giving two weeks notice in writing to the Secretary.
- c. The Committee may at any time summon a Special General Meeting.
- d. The Chairman or Secretary shall present a report on the year's work and the Treasurer shall present an audited statement of Receipts and Expenditure and a Balance Sheet to each A.G.M. These shall be submitted to the Committee before presentation to the A.G.M.
- e. The financial year of the Association shall end on the 31<sup>st</sup> March.
- f. The Committee shall be required to give notice of the time, date and place of A.G.M. or Special G.M. to all members at least ten days before the A.G.M.
- g. A majority of the members present may demand a ballot to be taken on any matter at the A.G.M.
- h. Twenty-five members shall form a quorum.

## 6. The Committee

- a. The Committee shall be composed of five officers (i.e., Chairman, Vice-Chairman, Secretary, Treasurer and Planning Officer) and twelve other members and shall meet at least nine times a year.
  - i. The Chairman shall chair meetings; the Vice-Chairman shall deputise for the Chairman;

- ii. The Secretary shall take minutes of each meeting of the Committee, shall hold the Association's records and files, write letters as directed by the Committee and issue notice of meetings;
  - iii. The Treasurer shall keep the accounts of the Association including a proper record of paid up members.; and
  - iv. The Planning Officer shall monitor planning applications of interest to the Association.
- b. Seven committee members shall form a quorum and shall have power to act on behalf of the Committee.
  - c. All officers and Committee members elected at the A.G.M. shall remain in office for a term of one year.
  - d. All retiring officers and Committee members shall be eligible for re-election, but, other than in exceptional circumstance, no officer shall serve in the same capacity for more than five successive terms. Retiring officers, who have served in the same capacity for five successive terms, shall be eligible for election in a different capacity.
  - e. Election of officers and Committee members shall be by simple majority at the A.G.M.
  - f. All decisions of the Committee shall be ratified by a majority of the members present. The Chairman shall have a casting vote in the event of a tie.
  - g. The Committee shall have power to appoint collectors. Official collectors shall hold written authority from the Treasurer.
  - h. The Committee may co-opt further members to the Committee should the necessity, in their opinion, arise.
  - i. The Committee shall prepare and distribute a newsletter to all members at least twice a year.
  - j. All members of the Committee shall declare any conflict of interest or vested interest that may arise in relation to any matter put forward for discussion, for example, planning applications.
  - k. Where any member of the Committee is nominated as (i) a member of a local authority or (ii) as a member of Seanad Éireann or (iii) as a candidate for election to either house of the Oireachtas or to a local authority, he/she shall cease to be a member of the Committee. Such a person will be eligible to return to the committee if he/she not elected to or ceases to be a member of any of the above assemblies.
  - l. Where a member of the Committee is absent without apology or notice from three successive Committee meetings, the Chairperson shall approach that member to enquire about his/her continued participation.
  - m. The Committee may co-opt up to five members to be members of a subcommittee of the Committee, ensuring where possible the representative nature of the Committee. Non-committee members of the Association may be included.  
The Committee shall be empowered to nominate one or more representatives for Terenure Residents Association on to the boards or committees of groups or authorities engaging in activities, projects or initiatives affecting the residents and/or community of Terenure.
  - n. At each Committee meeting minutes shall be taken of all decisions of the Committee and any action to be taken.

## 7. Financial Provisions

- a. The Committee shall have power to authorise payment of expenses and accounts and to elicit funds in connection with the proper running of the Association. All payments, except for routine expenses, shall have the prior approval of the committee.

- b. The Committee shall also be free to elicit funds from traders in the Terenure Area and to seek other voluntary contributions in connection with the proper running of the Association.
- c. The Committee shall be empowered to make donations or contributions to individuals or organisations promoting activities in the Terenure area which are compatible with the Association's objectives, and of benefit to its members.

## **8. Subscriptions**

- a. Membership fees shall be €5.00 per annum unless altered by a resolution of the Association at the A.G.M.
- b. Members leaving the Association shall have no further claim on the Association or its funds.
- c. Each member shall be supplied with a Membership Card valid for one year on payment of the annual subscription.

## **9. Banking Procedure**

The Association shall have a banking account into which all monies shall be lodged. Cheques shall be signed by the Treasurer or by the Chairman, and one other officer nominated by the Committee. Authorised signatories shall be advised to the Association's bank in accordance with the bank's requirements.

## **10. Audit Committee**

An auditor shall be elected at the A.G.M. He/she shall audit the Association's accounts not later than two weeks before the following A.G.M.

## **11. Indemnity**

Every Committee Member, Officer or Servant of the Association shall be indemnified by the Association against claim, and it shall be the duty of the Committee, out of funds of the Association, to pay all costs, losses or expenses which any such Committee Member, Officer or Servant may incur or become liable to by reason of any contract properly entered into or act or thing properly done by him as such Committee Member, Officer or Servant or in any way in discharge of his duties, as duly authorised by the Committee and the amount for which such indemnity is provided shall, as far as the funds of the Association allow, immediately attach as a lien on the property of the Association, and have priority over all other claims.

## **12. General**

- a. All Rules or Amendments to the Constitution shall be ratified by a majority of not less than two-thirds of members present at a General Meeting.
- b. Dissolution of the Association may take place by a resolution passed by seventy-five per cent of the paid up members present at a properly convened Special General Meeting called for that purpose.
- c. Upon dissolution, all property will be sold, all debts and liabilities discharged, and the balance disbursed as agreed or otherwise approved by seventy-five per cent of the above Special General Meeting and following notification of the Auditors.