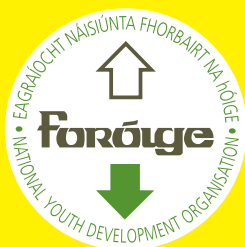


# Rules and Constitution of Foróige



# CONTENTS

		<b>Page</b>
	Preamble	2
I	Name	2
II	Objects	2
III	Ordinary Membership	4
IV	The Club	4
V	Adult Leaders	6
VI	Associate Membership	7
VII	National Council	8
VIII	National Executive	14
IX	Sub Committees	16
X	Observers	16
XI	District and Regional Councils	16
XII	Regional Conferences of Club Officers	18
XIII	Employees	19
XIV	Accounts	20
XV	Annual General Meeting	21
XVI	Trustee	22
XVII	Interpretation and Force of Rules	23
XVIII	Alteration of Rules and Constitution	24

## **PREAMBLE**

*The philosophy of Foróige the National Youth Development Organisation is based in Christian values and the Organisation shall aim to reflect these values in its educational endeavours.*

## **RULES AND CONSTITUTION**

### **I NAME**

1. The name of the Organisation shall be Foróige the National Youth Development Organisation hereinafter referred to as the Organisation.

### **II OBJECTS**

2. The Organisation is established with the following objects:
  - (a) as a principal object to develop and implement a youth education programme complementary to the home, school and work to enable young people involve themselves consciously and actively in their own development and the development of society;
  - (b) as objects incidental and ancillary to the attainment of the principal object:-
    - (i) to provide learning experiences designed to enhance the human potential and foster the personal development of its Members, Leaders and others through involvement in its programmes, activities and events;

- (ii) to foster the development by its Members of essential knowledge, attitudes and skills necessary for effective living, especially in areas such as:-
    - family life;
    - vocational development;
    - recreational activity and
    - democratic, civic and social activity.
  - (iii) to involve, as volunteers, young people, parents and other adults in facilitating the development of themselves, of others and of their communities;
  - (iv) to do all such other things as may be deemed incidental or conducive to the attainment of the above objects or any of them.
3. The income and property of the Organisation, whencesoever derived, shall be applied solely towards the promotion of the principal object of the Organisation as hereinbefore set forth, and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the Members and/or Leaders of the Organisation.
  4. Provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to any officer or servant of the Organisation in return for any services actually rendered to the Organisation.
  5. No addition, alteration or amendments shall be made to or in the provisions of the Constitution for the time being in force unless the same shall have been previously submitted to and approved by the Revenue Commissioners.
  6. If upon the winding up or dissolution of the Organisation there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the Members and/or Leaders of the Organisation but shall be given or transferred to some other institution or institutions having a principal object similar to the principal object of the Organisation, such institution or institutions to be determined by the National

Council of the Organisation at or before the time of dissolution, and if and so far as effect cannot be given to such provision, then to some charitable object.

### **III ORDINARY MEMBERSHIP**

7. (i) Ordinary Membership of the Organisation shall be open to all persons who have attained the age of 12 years but not yet attained the age of 18 years, with the exception that those already existing Members who reach their 18th birthday during the Organisation's current Membership year may continue in Membership until the end of that Membership year.
- (ii) Each ordinary Member must belong to a Club; Membership of the Organisation remains effective only while a person is a Member of an affiliated Club. Application for and acceptance of Membership shall be governed by such regulations as may be decided from time to time by the National Council.
- (iii) The National Executive shall have full power and authority to expel any Member from the Organisation, suspend any Member from participation in the Organisation or take such other action as the National Executive shall deem appropriate in relation to any Member where, in the opinion of the National Executive, disciplinary action is required.
- (iv) Any Member affected by a decision of the National Executive made pursuant to Article 7 (iii) shall have the right to appeal to the National Council.

### **IV THE CLUB**

8. (i) The basic organised unit of the Organisation shall be the Club. A Club shall consist of not less than eight Members and one or more Adult Leaders.

- (ii) Every Club shall on formation apply for affiliation to the Organisation. A Club shall apply for affiliation by duly completing and submitting to the Secretary of the Organisation the official affiliation form, together with such fee or fees as shall from time to time be stipulated by the National Council. Provided always that the National Council may in exceptional circumstances waive the fee or fees in respect of any Club or Member. Each Club must be proposed and sponsored in the first instance by a Member of the National Executive or by the local District Council. A Club whose application is accepted shall be notified in writing to that effect and thereafter, but subject to the payment of all annual fees as stipulated from time to time, unless waived by the National Council, shall be entitled to all the benefits and advantages of Membership. The National Council may refuse or cancel affiliation and shall not be obliged to give any reasons for such refusal or cancellation.
- (iii) The control of the affairs of each Club shall be exercised by the Club Members and the Adult Leader or Leaders.
- (iv) Subject to Article 8 (iii) the day to day management of the Club on behalf of the Members shall be exercised by the Club Committee.
- (v) There shall be elected annually from amongst the Members a Chairperson, Honorary Secretary, Honorary Treasurer, Honorary Public Relations Officer and not more than two other Members to form, with the Club Leader, the Club Committee.
- (vi) Each Club shall keep proper books of account relating to all sums of money received and expended by it.
- (vii) Each Club shall, on receiving a request in writing from the National Executive, produce to the National Executive or its representative, the accounts of the Club for the period specified in the request.
- (viii) The Club shall be affiliated to the Organisation by the National Council subject to Article 8 (ii). A Club

shall not be affiliated to the Organisation unless and until the National Executive shall have approved such affiliation.

- (ix) Each Club shall send to the Organisation's Headquarters in each Membership year the names and addresses of the Club Leader, the other Adult Leaders if any, the Officers elected for the current year and a list of its Members for the current year.
- (x) Each Club shall have the power to make its own Club rules for the management and control of the Club but only insofar as such rules shall not be inconsistent or at variance with the Rules and Bye-Laws of the Organisation. In the event of there being any difference or conflict between the rules of a Club and Rules or Bye-Laws of the Organisation, the Rules or Bye-Laws of the Organisation shall prevail.
- (xi) In the event of a dispute arising within a Club or between Clubs the matter may be submitted for arbitration to the National Council whose decision on the matter shall be final.

## **V ADULT LEADERS**

- 9. (i) Each Club shall have one or more Adult Leaders who shall be the guides, facilitators and mentors of the Club and shall exercise collective responsibility. Adult Leaders shall regularly attend Club meetings and no Club meeting shall be held without a least one Adult Leader being present.
- (ii) The Adult Leaders shall appoint one of their number to be Club Leader who shall act as their Chairperson and be the person eligible to stand for election to the National Council and to vote at such elections. In the event of there being only one Adult Leader such person shall, automatically, be the Club Leader.
- (iii) Each Adult Leader, other than the Club Leader, must be not less than 18 years of age. The Club Leader must be not less than 21 years of age.

- (iv) In exceptional cases the National Council may, at its discretion, approve a Club Leader of less than 21 years of age, but not less than 18 years of age, where it is satisfied that failure to do so would hinder the attainment of the principal object of the Organisation.
- (v) Each Club Leader must be approved by the National Council. The Club Leader may appoint one or more Adult Leaders where none already exists or appoint additional Adult Leaders to an already existing number subject, in both cases, to the approval of the Club.
- (vi) The Club Leader may, subject to the approval of the Club, from time to time appoint one or more Project Leaders whose sole function shall be to assist Members in carrying out particular tasks, projects or other educational endeavours.
- (vii) The National Executive shall have full power and authority to remove from office any Club Leader, Adult Leader or Project Leader and further shall have full power to expel from the Organisation, suspend from participation in the Organisation, or take such other action as the National Executive shall deem appropriate in relation to any Club Leader, Adult Leader or Project Leader where, in the opinion of the National Executive, disciplinary action is required.
- (viii) Any Club Leader, Adult Leader or Project Leader, the subject of disciplinary action by the National Executive shall have the right to appeal to the National Council.
- (ix) A Club Leader who, on the day immediately preceding the coming into force of this Constitution, is the Club Leader of a properly affiliated Club shall continue as Club Leader of that Club until a Club Leader is appointed in accordance with Article 9 (ii).

## **VI ASSOCIATE MEMBERSHIP**

- 10. (i) Any person, association, society, council, institution, corporate or unincorporated body, having a principal



object similar to that of the Organisation or desiring to be associated with or to promote the principal object of the Organisation, may, at the discretion of the National Council, be admitted to Associate Membership of the Organisation.

- (ii) Application for and acceptance of Associate Membership shall be governed by such regulations as may be decided from time to time by the National Council which shall also have the power to cancel Associate Membership.
- (iii) Associate Members shall have only such rights and privileges as laid down from time to time by the National Council provided that at no time and under no circumstances shall associate Members have the right to vote on any question or to hold any officership within the Organisation.

## VII NATIONAL COUNCIL

- 11. (i) The Organisation shall be governed by a National Council which shall have control of the Organisation, the determination of its policy, and the control of all business and affairs carried on by, or on account of, the Organisation.
- (ii) The National Council shall be constituted as follows:
  - (a) 1. one Club Leader for each county in which there is at least one properly affiliated Club, provided that if on an election being held one Member is not elected for each such county the National Council may consist of those Leaders only who have been duly elected at such election. Any county having 50 or more affiliated Clubs shall be entitled to elect a second Club Leader to the National Council;
  - 2. in the case of Tipperary an exception may be made at the discretion of the National Council by allowing a Club Leader from

both North Tipperary Riding and South Tipperary Riding to be a Member of the National Council where the National Council is satisfied that the separate independent public administration is hindering the overall development of the Organisation;

- (b) four Club Members elected by the Reference Panel of Club Officers;
  - (c) the former Chairperson of the National Council for the year immediately following such Chairperson's term as Chairperson, who shall, ex officio, be a Member of the National Council for that year.
- (iii) A general election of Club Leaders to the National Council shall be held once in every two years by postal ballot and shall be subject to such regulations as the National Council may from time to time formulate. All elected Club Leaders to the National Council shall retire after two years but shall be eligible for re-election to the Council provided that the Chairperson shall be entitled to continue in office until the expiry of such Chairperson's current term in Office.
- (iv) In the general election of Club Leaders to the National Council the Chairperson for the time being of the Council shall be returned automatically to the National Council without any election being held in the county for which such Chairperson was elected at the preceding election.
- (v) The National Council Member for a county shall be elected by the Club Leaders in that county. The county in which a Club Leader shall vote shall be the county in which the Club of which such person is Club Leader normally holds its meetings. The National Council may on request of any Club Leader grant such Club Leader permission to vote in a different county than above provided, subject to revocation of such permission by the National Council and provided also that the Club of which such person is Club Leader is a Member of a District

Council at least half of whose Member Clubs are situate in the county in which the Club Leader seeks permission to vote and provided also that the Club of which such person is Club Leader is not the only Club in the county in which it is situate, that is, the county in which the Club normally holds its meetings.

- (vi) A Club Leader shall have one vote only irrespective of whether such Club Leader is Club Leader in more than one Club. Where two National Council Members are to be elected from a county then subject to the foregoing a Club Leader shall be entitled to vote in favour of two candidates.
- (vii) Where a Club Leader is Club Leader in more than one Club and such Clubs are located in more than one county then such Club Leader must declare in writing, prior to any National Council election, to the Secretary of the Organisation, in which county such Club Leader wishes to vote and shall vote only in respect of that county in relation to which such declaration has been made, provided always, however, that where a Club Leader is Club Leader of the only Club in a county, then that Club Leader shall only be entitled to vote in that county.
- (viii) Club Leaders seeking election to the National Council shall do so only in the county in which they are entitled to vote.
- (ix) No Council Member may remain a Member of the Council for a period longer than four consecutive years, provided that the Chairperson shall be entitled to continue in office until the expiry of such Chairperson's current term in office. No person who has served as a Member of the National Council for four consecutive years shall be eligible for re-appointment or re-election until such time as two years have elapsed since such person was last a Member of the National Council.

In calculating, for the purposes of this article, the number of years which a National Council Member has served on the National Council, no account shall be taken of any period spent as an unelected Member of the National Council.

- (x) A Member of the National Council who during such Member's term of office shall cease to be a Club Leader in the county wherein such Member was elected to the National Council shall cease to be a Member of the Council unless within 6 calendar months such Member shall become a Club Leader in the same county wherein such Member was elected to the Council.
- (xi) A Member of the National Council may be removed by the National Executive if the National Executive considers that the Member so to be removed has become unable or unfit for whatever reason to properly perform the functions of a Member of the National Council.
- (xii) Any National Council Member removed by the National Executive shall have the right to appeal to the National Council.
- (xiii) Any vacancies arising on the National Council shall be filled by a bye-election if the vacancy arises within twelve calendar months of the vacating Member's election, such bye-election to be held within two months of the next meeting of the National Council following, or by co-optation if the vacancy arises after that period, such co-opted Member, in the case of a Club Leader, to be a Club Leader in the county for which the vacating Member was elected.
- (xiv) Any Member of the National Council who during such Member's term of office ceases for whatever reason to be a Member of the National Council shall automatically cease to be a Member of the National Executive. However, any National Executive Member who has been elected to the National Council from the Reference Panel may, despite the cessation of the term in office of the Reference Panel from which such National Council Member has been elected, remain a Member of the National Executive until the expiration of the term in office of such National Executive.
- (xv) Any vacancy on the National Council arising under the provisions of Article 11 shall be filled in accordance with Article 11 (xiii) of this Constitution.

12. (i) The National Council shall meet at least twice in each calendar year. At least fourteen clear days' notice in writing or otherwise shall be given for each such meeting. Ten of its Members shall constitute a quorum for meetings of the National Council.
- (ii) Special meetings of the National Council may be held at any time on giving seven clear days' notice in writing, or otherwise, to each Council Member. A special National Council meeting shall transact no business other than that appearing on the Agenda which shall accompany the notice convening the meeting. An ordinary National Council meeting may, at the conclusion of its ordinary business, be made special for any purpose of which notice has been duly given. A special meeting of the National Council may be convened by the National Executive or upon the written petition of seven Members of the National Council. All National Council meetings, both ordinary and special, shall be convened and held in accordance with the Standing Orders, if any.
13. The National Council shall have power to make such Bye-Laws (not being inconsistent with nor in contravention of these rules) as it may deem proper in the interests of the Organisation. Such Bye-Laws shall have the same effect and force as these rules; and they, and/or amendments thereto, shall be sent in writing to the Club Leader of each affiliated Club not later than one month following the date of adoption.
14. (i) The National Council shall have power to open and to operate as they may determine an account with any Banking Company of which they approve.
- (ii) The National Council shall have power to borrow and raise money in such manner as the Council may think fit.
- (iii) The National Council shall have power to invest the monies of the Organisation not immediately required in or upon such investments, securities, or property as may be thought fit.
- (iv) The National Council shall have power to take such steps by appeals, public meetings, or otherwise, as

may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Organisation by way of donations, annual subscriptions, or otherwise.

15. (i) The National Council shall have power to establish and support, and to aid in the establishment and support of any other associations formed for the principal object of the Organisation.
  - (ii) The National Council shall have power to amalgamate the Organisation with any institutions, societies or associations having a principal object similar to that of the Organisation.
  - (iii) The National Council shall have power to establish and support, or aid in the establishment and support of bodies corporate, associations, institutions, scholarships, funds, trusts and facilities, and to offer, give or contribute towards all manner of prizes, trophies, or other awards for the encouragement of or in connection with or in pursuit of the principal object of the Organisation.
16. (i) The National Council shall elect once in every two years from amongst its own Members a Chairperson who shall also be Chairperson of the National Executive. The election of Chairperson shall take place at the Annual General Meeting of the Organisation.
  - (ii) The Chairperson shall be elected for a period of two years after which period such Chairperson must retire from this office.
  - (iii) No National Council Member who has been Chairperson within the four years next preceding the date of an election shall, subject to the provisions of Article 16 (iv) hereof, be eligible to be elected Chairperson at that election.
  - (iv) Any National Council Member who is ineligible to be elected pursuant to Article 16 (iii) above, solely by reason of having filled a casual vacancy in the office of Chairperson within the four years next preceding the date of the election, shall be eligible for election

provided that such Member shall not have served as Chairperson for in excess of twelve months within the four years next preceding the date of the election.

- (v) Any casual vacancy in the office of Chairperson howsoever arising, shall temporarily be filled by the existing Vice Chairperson, who shall assume the powers and functions of the Chairperson until the election of a new Chairperson elected at a meeting of the National Council to be held within two months of the vacancy arising, whereupon the Vice Chairperson shall be divested of the powers of, and cease to carry out the functions of Chairperson, unless the Vice Chairperson is subsequently elected to the office of Chairperson. Any Member elected Chairperson to fill a casual vacancy in the office of Chairperson shall be Chairperson for the then unexpired residue of the term of office of the Chairperson who has vacated office.
- (vi) Where a vacancy arises in the office of Chairperson, the Secretary of the Organisation shall, within two months of such vacancy arising, cause to be held a National Council Meeting at which an election for the purpose of filling the vacancy in the office of Chairperson shall be held.
- (vii) The National Council shall elect annually from amongst its own Members a Vice Chairperson, Honorary Secretary, Honorary Treasurer and five other Members to form, with the Chairperson, the National Executive, such election to be held at the Annual General Meeting of the Organisation.

## **VIII NATIONAL EXECUTIVE**

- 17. (i) The National Executive shall be responsible to the National Council which shall determine its functions and powers and may delegate to it any or all of its functions and powers including but not limited to those of arbitration and matters of discipline.

- (ii) The National Executive shall meet at least six times in each calendar year. At least seven clear days' notice in writing or otherwise shall be given for each such meeting. In exceptional circumstances the Chairperson shall have the power to convene a meeting of the National Executive at any time on giving 24 hours' notice in writing, or otherwise, to each Member of the National Executive. Four of its Members shall constitute a quorum for National Executive meetings. All National Executive meetings shall be convened and held in accordance with the Standing Orders, if any.
- (iii) Any Member of the National Executive who during such Member's term of office shall be absent from three consecutive meetings of the National Executive without furnishing, prior to the last of the three consecutive meetings herein referred to, a satisfactory explanation for such absence to the Executive shall automatically cease to be a Member of the National Executive provided always, however, that any emergency meeting called pursuant to 17 (ii) shall not be counted a meeting for the purpose of this Article.
- (iv) A Member of the National Executive may be removed by the National Executive if the National Executive considers that the Member to be removed has become unable or unfit for whatever reason to properly perform the functions of a Member of the National Executive.
- (v) Any National Executive Member removed by the National Executive shall have the right to appeal to the National Council.
- (vi) Any vacancies arising on the National Executive other than in the office of Chairperson shall be filled by co-option, such co-opted Member to be a Member of the National Council and to hold office until the next election to the National Executive.
- (vii) The Chairperson and Officers of the National Executive shall be not less than 21 years of age.



## **IX SUB COMMITTEES**

18. The National Council and the National Executive may appoint sub-committees and may delegate to such sub-committees any or all of their own powers and may determine the size, powers and duration of such sub-committees.

## **X OBSERVERS**

19. The National Council shall arrange for one or more observers to sit at its meetings and such observers shall have speaking but no voting rights. At least one of these observers must be a staff Member of the Organisation duly elected by the staff in such a manner and subject to such regulations as the National Council may from time to time formulate and such an observer shall, ex-officio, also be an observer at and sit at meetings of the National Executive under the same conditions as at meetings of the National Council.
20. The National Executive may from time to time arrange that observers, in addition to the observer subject to Article 19, shall sit at its meetings. Such observers, which may include Members of the National Council, will have speaking rights but no voting rights and their number shall at no time exceed four.

## **XI DISTRICT AND REGIONAL COUNCILS**

21. (i) Clubs may, with the approval of the National Council, form District Councils. The District Council shall, in so far as is practicable, be co-terminous with the county or statutory divisions of the county. Each Club may appoint not more than two voting delegates, one of whom must be its Club Leader, or another Adult Leader from the Club nominated by such Club Leader to sit on the District Council. The functions of such Councils shall be to exchange ideas, to co-ordinate and stimulate the activities of the Clubs, to help in the formation of

new Clubs and to make representations to the National Council, National Executive, or Regional Council where such exists, on all matters relating to the Organisation. Each District Council shall elect annually its own Chairperson, Vice-Chairperson, Honorary Secretary or such other Honorary Officers as may be necessary and may make such co-options as it thinks fit.

- (ii) District Councils may, with the approval of the National Council, form Regional Councils. The Regional Council shall, in so far as is practicable, be co-terminous with the provincial boundaries of the country. Each District Council may appoint two delegates to sit on the Regional Council. The functions of the Regional Councils shall be to exchange ideas, to co-ordinate the activities of the District Councils and to make representations to the National Council or National Executive on all matters relating to the Organisation. Each Regional Council shall elect annually its own Chairperson, Vice-Chairperson, Honorary Secretary, or such other officers as may be necessary and may make such co-options as it thinks fit.
- (iii) Each District Council and Regional Council may determine its own procedure, frequency of meetings and all matters relating to it within the framework of this Constitution. The National Council shall have the right to determine the boundaries and number of these groupings and shall also have the right of re-distribution of units within these groupings and of suspension or abolition of District Councils and Regional Councils.
- (iv) The National Council shall have the right to be represented by an observer at all District and Regional Council meetings.
- (v) Every District Council and every Regional Council shall keep proper books of account relating to all sums of money received and expended by it.
- (vi) Each District Council and each Regional Council shall, on receiving a request in writing from the National Executive, produce to the National

Executive or its representatives the accounts of the District Council or Regional Council for the period specified in the request.

- (vii) Any Club Member, Club Leader, Adult Leader or Project Leader being a District or Regional Council Member shall automatically cease to be a Member of the District or Regional Council should that person cease to be a Club Member, Club Leader, Adult Leader or Project Leader.

## **XII REGIONAL CONFERENCES OF CLUB OFFICERS**

- 22. (i) In order to give Club Officers an opportunity of exchanging views and making recommendations or representations concerning the Organisation to the National Council, National Executive, Regional Councils or District Councils, there shall be annual conferences of Club Chairpersons and Club Secretaries on a regional basis. The National Council shall from time to time define the boundaries of regions for Officers' Conferences. The National Council shall convene these Conferences.
- (ii) Each annual Regional Conference shall elect two of its number to form a Reference Panel which will be the electoral panel for election of four of its own Members to the National Council. The election of these four National Council Members shall be held annually and shall be subject to such regulations as the National Council may from time to time decide and the four Members so elected to the National Council shall, subject to the provisions of this Constitution, remain Members of the National Council until the holding of the next election from the incoming Reference Panel to the Council.
- (iii) A Member of the Reference Panel may be removed by the National Executive if the National Executive considers that the Member so to be removed has become unable or unfit for whatever reason to properly perform the functions of a Member of the Reference Panel.

- (iv) Any Reference Panel Member removed by the National Executive shall have the right to appeal to the National Council.
- (v) A Member of the Reference Panel who during such Member's term of office shall cease to be a Club Member, Club Chairperson or Club Secretary, shall automatically cease to be a Member of the Reference Panel and the National Council if such Member has been elected to the National Council. However, a Member of the Reference Panel who, during such Member's term of office reaches the age when Membership of the Organisation would normally cease, or is not re-elected Club Chairperson or Club Secretary at such Member's Club A.G.M., may remain a Member of the Reference Panel and the National Council if such Member has been elected to the National Council until the expiry of such Member's current term of office.
- (vi) Until the holding of the first election from the Reference Panel to the National Council following the coming into force of this Constitution there shall be one Club Member on the National Council, such Club Member to be the nominee of the Club Officers on the Board of Visitors as at 1st October, 1974.
- (vii) The National Council shall have the right to be represented by an observer at all conferences and meetings of Club Officers. Such conferences and meetings shall be subject to the National Council and shall not assume any power or authority other than that vested in them by the National Council.

### **XIII EMPLOYEES**

23. (i) The National Council may appoint and remove a Chief Executive who shall have such functions, powers and remuneration, as they shall from time to time decide, provided, however, that the Chief Executive may only be dismissed by the vote of at least two-thirds of the Members present and voting at a National Council meeting of which notice shall have been duly given in accordance with Article 12.

- (ii) The Chief Executive will, ex-officio, have the right to attend all meetings of the National Council, the National Executive and their Sub- Committees. The Chief Executive shall have speaking rights, but no voting rights.
- (iii) The National Council may appoint and remove a Secretary, or may make such other provision as it deems expedient for the discharge of secretarial work and arrange the terms of remuneration therefor.
- (iv) The National Council may appoint and remove such other persons as it deems necessary for the proper and effective operation of the Organisation and the achievement of its principal object.
- (v) All officers and employees of the Organisation having charge of money or property belonging to the Organisation may be requested to provide such security as the National Council deems adequate and in such forms as they may approve.

## **XIV ACCOUNTS**

- 24. (i) The financial year of the Organisation shall be as laid down from time to time by the National Council and the Accounts of the Organisation, together with a Balance Sheet showing the receipts, expenditure, funds and effects of the Organisation and all necessary vouchers, shall be submitted once in every year for audit to an Auditor who shall be appointed annually by the National Council. The Auditor shall have access to all the books, deeds, documents, vouchers and accounts of the Organisation.
  - (ii) The Auditor shall not hold any other office in connection with the Organisation.
- 25. (i) The National Council shall cause to be kept proper books of account relating to:
    - (a) all sums of money received and expended by it and the matters in respect of which the receipt and expenditure takes place;

- (b) all sales and purchases by it;
  - (c) its assets and liabilities.
- (ii) A copy of the Balance Sheet and Revenue and Expenditure Account for the immediately preceding financial year, together with the Auditor's Certificate thereon shall, before the last day in the financial year following, be sent to the Club Leader of each affiliated Club, the Minister for Education, the Revenue Commissioners and to such other persons or bodies as the National Council may deem appropriate or necessary.

## **XV ANNUAL GENERAL MEETING**

26. There shall be held once in each financial year on or before 31st May, at such time and place as shall be fixed by the National Council, a General Meeting of the Organisation at which the following business shall be transacted:
- (a) the minutes of the immediately preceding Annual General Meeting shall be read by the Secretary, if present, or if the Secretary be absent by such other person as may be appointed by the presiding Chairperson to do so;
  - (b) the affairs of the Organisation shall be stated orally or in writing, by the Chairperson or by such other person appointed by the National Council to do so;
  - (c) the Statement of Accounts and Balance Sheet for the immediately preceding financial year shall be read or circulated;
  - (d) any other business arising that may be deemed proper and expedient provided that notice of any subject for discussion shall have been given to the Secretary in writing at least 7 days beforehand, but the Chairperson may waive this proviso and concede to the meeting such right of discussion as that Chairperson thinks fit;

- (e) election of Chairperson provided such election is required under Article 16;
  - (f) election of Vice-Chairperson, Honorary Secretary and Honorary Treasurer;
  - (g) election of five other Members to the National Executive.
27. (i) Notice of every Annual General Meeting shall be given at least 14 days before the day fixed for the meeting. The National Council may, as they determine, have such notice sent by post, or alternatively they may publish such notice in such newspaper or newspapers as they decide. The notice of every such meeting shall state the time and place at which it shall be held.
- (ii) The following shall be invited to attend each Annual General Meeting-
- Members of the National Council
  - Members of the Organisation
  - All Club Leaders and other Adult Leaders
  - The Minister for Education or the representative of the Minister for Education
  - Such other persons as the National Council may from time to time decide

## **XVI TRUSTEE**

28. (i) The assets and property of the Organisation shall be vested in the Body Corporate known as Macra na Tuaithe Teoranta as sole trustee for the Organisation.
- (ii) The Trustee shall hold the assets and property of the Organisation at the disposal of the National Council and shall invest, sell, lease, let, license, lend, mortgage, pledge, charge, or otherwise dispose of, or apply the same and all incomes arising therefrom as

the National Council shall from time to time determine provided that nothing contained in this Article shall preclude the Trustee from allowing any monies which shall come to the hands of the National Council being retained by such Council, or held under its control, either in hand, or in any Bank or Banks, or being applied by it for the achievement of the principal object of the Organisation.

- (iii) The Trustee shall be the body to sue and be sued on behalf of the Organisation.

## **XVII INTERPRETATION AND FORCE OF RULES**

- 29. (i) Until the first National Council takes office following the date at which this Constitution becomes effective and on which date all previous Rules, Bye-Laws and regulations are rescinded, the functions of the National Council shall be carried out by the Governing Council as at 1st October, 1974.
- (ii) The body of final appeal in all matters relating to the interpretation of this Constitution shall be the National Council, whose decision, taken in accordance with the principal object of the Organisation thereon shall be final.
- (iii) By accepting Membership of the Organisation each Member shall be bound by and shall submit to the Rules and Bye-Laws of the Organisation.
- (iv) By accepting the position of Adult Leader in a Club each Adult Leader shall be bound by and shall submit to the Rules and Bye-Laws of the Organisation.
- (v) In this Constitution, where the context so admits and unless the contrary intention appears, words in the singular shall include the plural and words in the plural shall include the singular.
- (vi) In this Constitution, where the context so admits and unless a different intention appears, the word "year"



shall be interpreted as meaning that period of time occurring between two consecutive Annual General Meetings.

## **XVIII ALTERATION OF RULES AND CONSTITUTION**

30. No alteration or addition to these Rules and Constitution shall be made except as a result of a postal poll of Club Leaders of properly affiliated Clubs; and the four Members of the Reference Panel duly elected to the National Council for the time being; and only then when two thirds of those eligible and voting are in favour of such alteration or addition. Fourteen clear days will be required between the notification of the proposal to alter or add to these Rules and Constitution and the last day for receipt of the vote of any person entitled to such notification.



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