

# ICU Freestyle Committee Constitution

## 1. NAME

**1.1** The Committee shall be called the Irish Canoe Union Freestyle Committee.

**1.2 Definition:** References to Freestyle are deemed to include rodeo, squirt and all other related canoeing and kayaking activities.

## 2. AIMS AND OBJECTIVES

The Freestyle Committee is established to be responsible for the promotion, development, management and administration of Freestyle canoeing and in particular:

**2.1** For co-ordinating, promoting and strengthening Freestyle and kindred activities and providing a focal point of reference in relation to them.

**2.2** For organising or administering events and competitions in this field.

**2.3** For selection and forming of a National team to represent the Union at appropriate international events.

**2.4** For identifying and resolving problems within the field of Freestyle canoeing, including access and environmental issues.

## 3. FREESTYLE COMMITTEE

**3.1** All officers and members of the Freestyle Committee shall be Full Individual Members of the Union or full paid up members of an ICU affiliated club.

**3.2** The Freestyle Committee shall consist of the following officers, to be elected annually at the Annual General Meeting:

**3.3** The Principal officers, namely;

**3.3.1 The Freestyle Committee Chairperson.** The Chairperson shall endeavour that the aims and objectives of the committee be attained. The Chairperson shall be responsible to the committee, and they in turn shall be responsible to the members of the ICU. The Chairperson will represent the Freestyle discipline on the ICU Council. The Chairperson must attend all Council meetings or must appoint a substitute if unable to attend.

**3.3.2 The Secretary.**

The Secretary shall record the minutes and decisions made at all meetings, and to deal with all committee correspondence. All minutes and correspondence shall be made available to the members of the committee on request within seven days, or to a General Meeting. The Secretary shall be responsible for the organisation of all meetings. The Secretary shall be also be responsible for the maintenance and updating of the Freestyle Committee Website.

**3.3.2 The Treasurer.**

The Treasurer shall keep a true record of all transactions carried out by or on behalf of the committee, and to endeavour that all such transactions are carried out in the committee's best

interests. This record shall be made available to the committee on request. The Treasurer must present an account of said transactions to the AGM.

### **3.3.3 The Competitions Officer / P.R.O.**

The Competitions Officer shall be responsible for the promotion of competitions, liaising with competition organisers and with the approval of the committee, for preparing a list of suitable ranking events for the selection of the National Team.

### **3.3.4 The Training & Development Officer.**

The Training & Development Officer shall be responsible for the organisation of Training and Coaching sessions, and co-ordinate with the committee and the ICU on any site development. The officer shall liaise with the ICU Coaching Officer and the Training and Development Unit of the ICU. He shall assist other developments as deemed necessary by the committee.

**3.4** All committee members elected or appointed as provided above, as officers or committee members are eligible for re-election or re-appointment but should not serve more than two consecutive years in any one position.

## **4. VOTING RIGHTS AT GENERAL MEETINGS**

**4.1** Full Individual members of the Union who have participated as a competitor, as an official or organiser in an approved ICU Freestyle event in the previous two years shall be entitled to vote at Freestyle Committee general meetings, only if they are currently entitled to vote as paid up Full Individual Members of the ICU or paid up full members of an ICU affiliated club or association.

**4.2** Decisions at Freestyle Committee AGM's except as otherwise provided under reg. 11, and shall be taken by a simple majority expressed by a show of hands. The Chairperson shall not vote, except that in the case of equality of votes he shall be entitled to a casting vote.

**4.3** The Returning officers shall be the outgoing Chairperson, and one other, nominated by the committee.

## **5. ANNUAL GENERAL MEETING**

The Annual General Meeting of the Freestyle Committee shall be held within one month of the Irish Canoe Union's AGM to:

**5.1** Approve the minutes of the previous AGM.

**5.2** Receive the Freestyle Committee's annual report.

**5.3** Adopt the annual accounts as presented by the Treasurer.

**5.4** To elect or approve Committee officers.

**5.5** Determine Freestyle Committee policies and objectives for the coming year.

**5.6** Discuss any correctly submitted motions relating to Freestyle Committee policy or proposed amendments to this constitution.

## **6. EXTRAORDINARY GENERAL MEETING**

An Extraordinary General Meeting may be called at any time by the Committee or within 14 days of the receipt by the Committee Chairperson or the Committee Secretary of a requisition signed by three officers of the Committee or by 15 Individual Members entitled to vote at Committee general meetings, stating in the form of a motion the business to be transacted.

## **7. NOTICES OF AND AGENDA FOR GENERAL MEETINGS**

**7.1** The agenda for a Freestyle general meeting shall be sent by post or by personal delivery to: the ICU office for delivery to individual members of the ICU and to Club secretaries. It shall also be sent via email to those individual members who have provided the Committee Secretary with an email address. It should also be posted on the ICU's web site.

**7.2** At least 28 days' notice shall be given of the AGM, specifying the place, day and time of the meeting and the date by which motions and nominations must be received by the Committee Secretary.

**7.3** Motions and nominations for officers and other members of the Committee, unless originating with the Committee must be signed by two members entitled to vote at the meeting and must be received by the Committee Secretary at least 21 days before the meeting.

**7.4** The agenda for the Freestyle AGM, including the motions and nominations to be considered at the meeting, and notices of, and the agenda for, Extraordinary General Meeting, specifying the motions and other business to be transacted, shall be posted (unless personally delivered) at least 14 days before the date of the meeting where they are to be considered.

**7.5** The accidental omission to give notice of a meeting to, or the non-receipt of such notice, or the agenda, by, any person entitled to receive such notice or agenda shall not invalidate any resolutions passed or proceeding at any meeting.

## **8. PROCEDURE AT GENERAL MEETINGS**

**8.1** At all general meetings only the business notified in the agenda shall be transacted. Amendments must be kept within the terms of the motion and the Chairperson of the meeting shall have power to refuse any amendment that substantially alters the intention of the motion.

**8.2** No business shall be transacted at any general meeting unless a quorum is present when the meeting proceeds to business. Except as otherwise provided below, 20 Full Individual Members having the right to speak and vote present shall be a quorum.

**8.3** If within half an hour of the time appointed for the holding of a general meeting a quorum is not present the meeting, if convened on the requisition of members shall be dissolved. In any other case it shall stand adjourned until a time and place to be fixed by the Freestyle Committee.

**8.4** The Chairperson, of the Freestyle Committee shall preside as Chairperson at every general meeting, but if he is not present within 15 minutes of the time appointed for holding the meeting, or if he is unwilling to preside, the Members present who are entitled to speak and vote shall choose some member of the Freestyle Committee or if no such person is present, or if all the members of the Freestyle Committee present are unwilling to preside, shall choose one of their number eligible to be a member of the Freestyle Committee to preside.

## **9. FREESTYLE COMMITTEE PROCEDURE, POWERS AND FUNCTIONS**

**9.1** The Freestyle Committee shall hold at least one ordinary meeting per year. These shall be convened by the Chairperson, and may be requested by any committee member.

**9.2** The Committee shall have power to co-opt Individual members of the Union and other persons with special knowledge or qualifications, but without voting rights.

**9.3** The Committee may appoint suitable Full Individual Members who are qualified to be officers to fill casual vacancies until the next AGM.

**9.4** The quorum shall be a voting majority of the committee. The Chairperson of the meeting shall not vote, except that in the case of equality of votes he shall be entitled to a casting vote.

**9.5** The Committee may draw up rules for the management and conduct of Freestyle canoeing events. No committee member shall be liable for any loss or injury during any committee organised function or event.

**9.6** Following election of the committee, the committee will adopt a set of guidelines for freestyle competition rules for ranking Irish Whitewater freestyle competition events. These guidelines may be subsequently amended at further meetings. These guidelines will be in the form of a paper, to be made available to members of the ICU and general public on request.

**9.7** Following election of the committee, the committee will adopt a set of rules recommended by the AGM, governing the selection of Irish team members for international events. These criteria will be in the form of a paper, to be made available to members of the ICU and general public on request.

**9.8** The Committee may appoint sub-committees for particular purposes, e.g. fund raising, which shall operate in accordance with terms of reference approved by the Committee. The terms of reference shall specify when the sub-committee concerned shall provide reports to the Committee and require it to submit such accounts relating to its remit as may be prescribed by the Committee Treasurer immediately following the end of the Committee financial year for audit and incorporation into the Committee accounts. Sub-committees shall have the same financial year as the Committee.

**9.9** The minutes of the AGM shall be submitted in draft form to the ICU office.

**9.10** The annual Committee accounts shall be submitted to the ICU office for incorporation in the Union's accounts in accordance with the timetable determined by ICU Council.

**9.11** The Committee shall open a bank account to hold its funds, shall empower the bank to honour cheques orders for payment et cetera only if signed by two Principal Officers, one of whom shall normally be the Committee Treasurer. Exceptionally another Committee Member may also be authorised to be a signatory.

## **10. FINANCE**

**10.1.** The Freestyle Committee may authorise methods of raising funds to support its aims.

**10.2** In the event of the Freestyle Committee being wound up any monies left over after all liabilities have been discharged shall be paid into the central funds of the Union.

## **11. PARTICIPATION IN EVENTS**

**11.1** Any ICU member may participate in a committee organised event. A foreign national may participate in a committee-organised event provided that they are affiliated to their relevant national governing body.

**11.2** All members of the national team must be an Irish citizen and hold a current Irish passport.

**11.3** All committee-organised events shall be subject to ICU Safety Rules.

## **12. ALTERATIONS TO THIS CONSTITUTION**

Alterations to the Freestyle Committee Constitution must be approved by two-thirds majority at a General Meeting and be subject to ratification by the ICU Council.