



Dublin Motorcycle Touring Club (DMTC)

Club Rules

Document History			
Version	Date	Authors	Comment
2019.3	31-Oct-2019	2018/2019 Committee	Document reformat, general review and update to all sections. New text added to sections 4, 6, 8, 11 & 12.

1 Club Name

The name of the Club is the Dublin Motorcycle Touring Club (DMTC).

2 Club and Company Status

The General Committee ("Committee") of the Club, elected by the members, is responsible for the organisation of all the day-to-day motorcycling and related activities of the Club and its members.

The Dublin Motorcycle Touring Club Ltd is a company limited by guarantee and not having a share capital, and subject to the Companies Acts currently in force. The company is affiliated to 'Motorcycling Ireland', the national governing body of motorcycle sport in Ireland. Members of the Club shall be elected to directorships of the limited company by the Committee. The Club and the Company shall be organised and run to allow for a clear differentiation between the responsibilities of the officers of each, and the operation of each.

3 Club Objectives

The objectives of the Club include:

- a) to encourage the use of the motorcycle as a touring vehicle.
- b) to project a favourable public image of motorcyclists and motorcycling.
- c) to encourage motorcycle riding.
- d) to promote motorcycle touring, meetings and rallies

4 The Committee

The Committee is responsible for the administration of the Club, and its activities and finances.

- a) The Committee shall consist of a Chairman, Club Secretary, Membership Secretary and Treasurer, and not more than four other members, all of whom shall have been elected at the Annual General Meeting of the Club.
- b) The Committee may co-opt members of the Club to assist in the management of the Club. Members so appointed must stand down at the next Annual General Meeting, but will be eligible to go forward for election.
- c) The Committee may delegate any of its powers to sub-Committees consisting of Committee members and members of the club, as they deem fit. Any Sub-Committee so formed shall, in the exercise of the powers delegated to it, conform to any regulations imposed on it by the Committee.

- d) No remuneration shall be payable under any circumstance to any member in respect of his/her service on the Committee. Expenses incurred by members on behalf of the club may be refunded upon provision of receipts.
- e) No person who has not been a Club member for at least 6 months shall in any circumstances be eligible to hold office as a member of the Committee.
- f) On leaving office a Committee member must within 14 calendar days return to the Club Secretary, all documents, records and other property, either in hard copy or electronic form, relating to his/her membership of the Committee and act on any additional instructions from the Committee.
- g) The copyright on all items, either electronic or hard copy relating to the DMTC created by a Committee Member while a member of the Committee shall remain the exclusive property of the DMTC Ltd (Dublin Motorcycling touring Club). Such items shall include Club badges, logos, documents of any type, websites, website designs and content, social media pages and the like.
- h) The ruling of the Committee on all issues may be appealed by members at the Club AGM or at an EGM called for this purpose.

5 Committee Meetings

Committee meetings shall be held as deemed necessary by the Chairman or at the request of two Committee Members. The quorum for meetings of the Committee shall be four.

6 Membership

- a) Persons wishing to apply for membership of the Club shall make application using the prescribed form. No rejected applicant may apply again until the expiration of one year from his/her rejection.
- b) A member must possess a valid motorcycle driving licence and own an insured, registered and roadworthy motorcycle.
- c) Pillion members may join the club at a reduced rate [as a pillion member only].
- d) At the discretion of the Committee a member may become a retired member at a reduced rate. These members would previously have been active members in the Club. Retired members shall not be eligible to make motions, vote or run for office.
- e) The Committee may grant honorary membership for any length of time including life membership, to any person it deems appropriate. Honorary members have the same voting rights as other members.
- f) The Members' Annual Subscription shall be determined from time to time by the Committee. The subscription falls due on 1st January each year. Members shall be issued with a Membership Card on payment of subscription. Failure to pay the subscription by the last day of February shall result in loss of membership. Renewals received after that date shall become an application for new membership.
- g) A person becoming a member of the Club after the 1st January is required to pay the entire subscription in respect of that year. Members joining after 1st October shall be included in the following year's membership. If any member ceases to be a member prior to the year end that member shall not be entitled to any refund of his/her annual subscription paid for that year. Membership of the Club shall automatically cease if the member is in default for a period of two months or more in the payment of any subscription or other contribution payable to the Club.
- h) A member may be required to present his/her current membership card as proof of membership when voting, during events or wishing to avail of club facilities.
- i) A member shall not publish any letter, article, journal or the like, make any public statement, create a website, social media page or publish any other electronic media

that may give the impression that the publication is by or on behalf of the Club or Committee, without prior written permission from the Committee. The Committee reserves the right to revoke such permission at any time.

- j) A member taking part in a Club event is responsible for ensuring that his/her vehicle complies with all legal requirements and that he/she complies with all aspects of the Road Traffic Act. They shall obey the instructions of Club Officials and behave in a safe considerate manner at all times.
- k) Participation in Club motorcycling events is limited to members and guests. The member introducing a guest must accompany him/her and shall be responsible for the guest(s) strictly observing the Club rules. All guests attending must take out temporary membership for the duration of that event. The Committee may suspend any member who takes any undue advantage of this privilege to the detriment of the Club. Any action of any member, which could in any way discredit the club, shall be reported to the committee as a matter of urgency. The Committee, having investigated the circumstances, shall take all such steps as it may deem necessary to ensure such action is not repeated. The options available to the committee should include but not be limited to, exclusion from privileges of membership or expulsion from the Club. The rights of appeal of any such disciplinary action are:
 - 1) the member shall be given notice of the intended resolution for his/her expulsion and shall be afforded an opportunity to submit in writing within 7 days an explanation or defence to the Committee.
 - 2) any appeal against the decision of the Committee shall be by way of an EGM or at the AGM.
- l) Members must abide by all rules and procedures issued by the Committee relating to the use of the Club Website and Forum.

7 Financial Controls

- a) A bank account shall be maintained in the name of the 'Dublin Motorcycle Touring Club Limited'. All cheques, payments, withdrawals etc., shall require two of three approved signatures of designated Committee members.
- b) The Treasurer shall prepare an annual account, submit them to a professional auditor, present the audited accounts firstly to the Directors of the Company and if approved by them to the members at the A.G.M., and forward them to the Companies Office in accordance with current legal requirements.
- c) The Treasurer shall provide interim financial reports when requested by the Directors or by the Committee and shall ensure that all valid bills are paid when due.
- d) The financial year of the Club shall be from 1st September to 31st August.
- e) All Capital items purchased for use by the club must be in the club name i.e. club name must appear on the receipt.

8 Events

All Club events that are open to public participation are formal events and as such must be managed by the Committee with reference to club rules. It is required that all participants sign the event attendance sheet.

9 Social Meetings

Social Meetings of the Club shall be held from time to time, as determined by the Committee, for social and informational purposes, and members may receive brief reports of the operation of the Club from the Committee. No quorum shall apply to Social meetings.

10 Annual General Meetings

- a) The Committee shall notify members of the date of the AGM at least 30 days in advance. The Agenda and other papers relating to the meeting shall be sent to each member at least 14 days before the Annual General Meeting of the Club, which shall be held every calendar year for the purpose of:
 - receiving reports from the Committee on the previous year's activities
 - electing Officers and Committee for the coming year
 - voting on motions.
 - discussing other business of concern to the members.
- b) A quorum for the Annual General Meeting shall be 12 fully paid up members..
- c) Motions for debate and nominations for posts of Officers and committee must be received in writing by the Club Secretary not less than 21 days before the AGM to ensure inclusion in the agenda. Motions and nominations must be proposed and seconded by fully subscribed members of not less than six months standing. Motions and nominations will be accepted by email provided that the person seconding the motion/nomination confirms their intentions by email to the Secretary before the closing date. A motion that has been correctly proposed and seconded before the closing date can only be withdrawn by the proposer of the motion/nomination.
- d) The Annual General Meeting of the DMTC Ltd (Dublin Motor Cycling Touring Club) shall precede the AGM of the Club. The AGM of the DMTC Ltd shall be held in accordance with the Memo and Articles of Association of the DMTC Ltd., and shall receive and pass the duly audited accounts of the Company, elect Directors if required, and conduct any other business relating to the Company.
- e) To vote members must attend the AGM

11 Electoral Procedures at an AGM

- a) Nominations for the election of the Committee must be received by the Secretary not less than 21 days before the AGM. Nominations must be proposed and seconded by fully subscribed members of not less than six months standings.
- b) At the Annual General Meeting all members of the Committee shall retire from office, but shall be eligible for re-election.
- c) For each election, the nominations will be read and the vote taken by a show of hands, or a written ballot if requested. If there is only one nomination for an office, there shall be a show of hands to ratify the person for that office. A majority of people attending the meeting must ratify the nomination.
- d) If there are insufficient nominations for any position, further nomination will be received/taken from the floor.

12 Extraordinary General Meetings

- a) The Club Secretary will call an Extraordinary General Meeting (EGM) within 30 days of receiving a written request clearly stating the reason for the EGM and signed by at least 20 fully subscribed members of not less than six months standing.
- b) The Club Secretary will call an Extraordinary General Meeting at the request of the Committee.
- c) The Club Secretary shall notify members at least 21 days before an Extraordinary General Meeting.
- d) A quorum for an Extraordinary General Meeting shall be 40% of the current fully paid up members.
- e) No business, other than that for which the meeting was called, shall be discussed at an Extraordinary General Meeting.
- f) To vote members must attend the EGM