

Title: The name of the Association shall be
Querrin Pier and Village Community Development Group.

Objectives: The objectives of the Association are to promote and implement sustainable projects for the enhancement of our physical and natural environment for the good of the people of Querrin and the many tourists.

Objectives to include:

Rebuilding/Repair of Shore wall with object of preventing flooding of houses on shore.

Island Restoration and Conservation (also known as Querrin Head) with a view to preservation of Querrin Head as a wild life nature reserve and developing a long term-plan which includes maintaining the site and monitoring it and with the ultimate aim of acquiring it.

Turning Querrin Bay (From Crotty's Point to Corlish Point) into a Special Amenity Area Order in order to prevent destructive marine developments in Bay area which especially includes our present objections to a oyster farm.

Pier development to include a slipway, new piling for tying up boats on east side of pier, upkeep of grassed areas and trees on pier and road entrance.

Camera sited on mast at pier for both security and nature observation. To have live webcam on local Tourist sites.

Development of Facebook and a Website to both promote and help achieve our objectives.

Membership: Membership is open to:

- (a) All residents of Querrin
- (b) non-residents working or volunteering in the area outlined in (a)
- (c) Non-residential frequent visitors with an interest in the area.
- (d) Advisors, experts and consultants of

For the purpose of the Annual General Meeting (AGM), all voting members must be at least 18 years of age.

Committee:

- Committee members shall be elected at the AGM.
- The Committees shall include at a minimum, a Chairperson, a Secretary, a Treasurer, and a Public Relations Officer (PRO). Particular annual general meetings may decide to create and fill additional officer positions such as vice-chair, assistant secretary, assistant treasurer, assistant PRO.
- Elected officers shall be elected for a period of one year. No particular office shall be held for more than three consecutive years. No member may seek the same office again for a period of one year.
- During the AGM, officers stepping down from one position may be eligible for re-election to another position.
- Should a committee member not attend 3 or more consecutive meetings he/she will be asked to clarify his/her interest in the group, if they are not interested they will

be asked to resign. If they are still interested but fail to attend another 2 consecutive meetings after they will automatically have to resign.

Committee Meetings:

- The Committee shall meet at least 4 times per year.
- Meetings shall enable the group to discuss actions and monitor progress to date and consider future developments.
- The secretary or nominated 'other' shall take minutes at each meeting.
- The Minutes of the previous meeting shall be circulated at least 4 days in advance of the meeting.
- All committee members shall be given at least 7 days notice of when a meeting is due to take place, unless it is deemed an emergency.
- The quorum for meetings is a least 4 committee members.
- If the Chair and Vice-chair are absent, the members may choose a Chair from those present at the meeting.

Annual General Meeting:

- All members who are present at the AGM and who are 18 years or more shall be entitled to vote.
- The AGM will be held no later than 3 months after the end of the financial year.
- The secretary shall notify all members of the date of the meeting not less than 21 days in advance of that meeting.
- All eligible voters shall be notified of the date, time and place of the AGM or Special meeting by public notice.
- The resignation of elected officers and appointment of new officers will be conducted.
- Calls for nominations will be sought a month prior to the AGM.
- All motions and proposals must be received by the Secretary not later than 14 days prior to the meeting.
- Votes, by a show of hands, will be taken on any new amendments to the constitution.
- Votes, by a majority show of hands, will be taken on any motions or proposals.
- Copies of the annual report will be available at the AGM.
- A statement of accounts (audited if required) will be available at the AGM.
- Voting shall be made by a secret ballot. In the case of a tied vote, each proposed Officer shall make the case for their inception and a second secret ballot will be taken. If after this ballot there is still a tied vote the Chairperson (or in the case where the tied vote is for this position, the Vice-Chairperson) shall make the final decision.
- Members must appoint an auditor or an independent person to examine the annual accounts in the coming year.
- The quorum for the AGM shall be at least 2 people in addition to the committee members.

Special General Meeting

A special general meeting shall be held:

- When called by the Secretary or;

- When called for by any 8 members, in writing, to the Secretary, with their signatures and addresses. The request should state the reasons for calling the special meeting.

Those 8 members may organise and publicise the special general meeting themselves if the Secretary does not do so within a reasonable time period.

- The Secretary will notify all members in writing of the date of the meeting not less than 21 days in advance of that meeting, and state the purpose of the meeting in that notice.
- The quorum for Special General Meetings shall be 8 members and at least 3 committee members.

Finance

- A proper set of book-keeping accounts will record all financial transactions and will ensure quality control and cash analysis at any given time.
- Official accounts shall be maintained.
- The funds of the Association shall be managed through a bank account.
- All financial details and information discussed at meetings should be respected and treated with privacy and confidentiality. Anyone found discussing the Associations' private finances outside the remit of a committee meeting or with a non-member will be asked to step down from their elected position immediately.
- All money fundraised by or on behalf of Querrin Pier and Village Renewal Development Group shall be applied to further the aims of the Association.
- A finance committee will ensure at least 2 nominated cheque signatories.
- At least one member from the finance committee and at least one other committee member must be present together at all times when any monies are being publicly collected, counted, paid out or paid in.
- All cash received shall be lodged into the groups Allied Irish bank account within 72 hours of receiving it.
- The Treasurer (or in some cases any member of the finance committee) shall keep proper accounts and make a report available at every meeting.
- An annual financial report shall be prepared and presented at the AGM.
- Any income/expenditure shall be the responsibility of the finance committee who will be accountable to ensure funds are utilised effectively and the Association stays within budget.
- Cheques written on behalf of the Association must bear the signature of at least two nominated signatories.
- To ensure Value for Money the Association will seek 3 quotations for goods, services or contracts.

Dissolution

- The Association may only be dissolved by a Special General Meeting called for that purpose.
- Dissolution of the Association shall only take effect if agreed by two thirds of the members present.
- All assets remaining after meeting liabilities must be distributed among local charities nominated by that meeting.
- Any money received via funding bodies should be returned to the funders in relation to the funding criteria.

- On dissolution, any documents belonging to the Association shall be retained or disposed of in a manner agreed by that meeting.
- If the Association is governed by Company Registration Office, financial documents must be kept for a period compliant with Company law.

Amendments

These rules shall not be amended, added to, or otherwise altered in any way, unless with the consent of at least 5 members present and qualified to vote at the AGM or Special General Meeting called for that purpose in accordance with these rules.

Adoption: This constitution was adopted at the inaugural general meeting on:

12th Feb / February, 2019

Signed: [Signature] Chairperson

Signed: [Signature] Secretary