

All Units must adhere to the Government Covid 19 guidelines for their jurisdiction when organising its meetings.

**CLUB ANNUAL GENERAL MEETING**

An Coiste Bainistíochta at its meeting on 8th Aibreán 2021 extended the date for payment of the annual club subscription to 31st May 2021. Any member who has paid their subscription up to and including 31st May is eligible to vote at, nominate for, or seek election to the Executive Committee at the 2021 AGM. The onus is on the member to prove he paid his membership subscription.

As per the Club Constitution the quorum of members is 15% of full members eligible to vote, subject to a minimum of 15 members being present.

It is a matter for each club to make an assessment, bearing in mind the current high levels of covid cases and advice from Government, on whether to hold a physical AGM or not.

If it is decided not to hold a physical meeting, then the next option is to hold an online AGM (preferably using the MS Teams platform); the third option is to hold an AGM day as follows:

**Notwithstanding the Rules and, in particular Article 8.4 of the Club Constitution, the following provisions shall apply to the 2021 Annual General Meeting**:

The Executive Committee shall decide on a date for an AGM Day during which the following business shall be transacted as outlined below:

(a) Minutes of previous Annual General Meeting adopted by the Executive.

(b) Members given the option to submit questions on the Secretary’s report and any such questions to be answered by the Executive within one week of the date selected as AGM day.

(c) Members given the option to submit questions on the Financial Statements including the Report of the Accountant(s) or Auditor(s) and any such questions to be answered by the Executive within one week of the date selected as AGM day.

(d) The Chairperson’s Address to be circulated in advance of the AGM day.

(e) Election of Officers and Members of the Executive Committee to be conducted by means of \* Delivered Vote. The onus is on the voter to ensure that the vote is submitted and in time.

(f) Notices of Motion to be considered by the Executive Committee

(g) Other business: Members to be given the option to submit queries/comments (using the same date set down for submission of Motions) which will be considered by the Executive Committee, no later than two weeks after AGM day.

**COUNTY CONVENTION**

An ‘incorporeal’ County Convention is acceptable within Rule where the county is confident that business can be carried out transparently and within rule.

**Notwithstanding the Rules and, in particular Rule 3.10 the following provisions shall apply to the County Convention in 2021:**

An Annual County Convention shall be held before 18th December. It shall consist of the Officers and Members of the outgoing Committee (voting rights as on the Committee) **and representation from each Club which competed in a Junior or higher grade Championship of the current year as decided by the County Management Committee.**

The election of Officers and Representatives to Provincial and Central Councils to be conducted by means of a \*Delivered Vote. The onus is on the voter to ensure that the vote is submitted and in time.

**PROVINCIAL CONVENTION**

An ‘incorporeal’ Provincial Convention is acceptable within Rule where the province is confident that business can be carried out transparently and within rule.

**Notwithstanding the Rules and, in particular Rule 3.24, the following provisions shall apply to the County Convention in 2021:**

A Provincial Convention shall be held at least four weeks prior to Annual Congress. It shall consist of:

(a) Members of the outgoing Provincial Council (voting rights as on the Council).

(b) **Representation as decided by the Provincial Council.**

**Notwithstanding the Rules and, in particular Rule 3.25 (a), the following provisions shall apply:**

The functions of the Provincial Convention shall be to consider audited accounts, motions, and general Provincial activities. Subject to the exception hereunder, it shall elect the following Officers: a Chairperson, Vice-Chairperson, Treasurer, Secretary and P.R.O.

**The Elections shall be completed by means of Delivered Vote** (by means of post, courier, hand delivery or other means on or before the date and time to the place specified on the ballot paper).

**PROCEDURES FOR DELIVERED VOTE**

1. A \*Returning Officer shall be appointed by the relevant Management/Executive Committee to oversee and manage the voting process.
2. Completed Ballot Papers shall be placed in an envelope marked “Ballot Paper”/ “Ballot Papers”
3. The envelope containing the Ballot Paper(s) shall be placed in an outer envelope along with a completed Declaration in the form prescribed by the relevant Management/ Executive Committee
4. The outer envelope shall be returned to the place directed by the relevant Management/Executive Committee on or before the time specified by that Committee.
5. Failure to complete the Ballot Paper or the Declaration correctly will result in the vote being deemed invalid
6. It is the responsibility of the person voting to ensure that their vote is delivered to the place specified on or before the time and date specified.

**\***The returning officer should not be a candidate in an election.