



Constitution of the Dublin Model Car Club (DMCC)

(Incorporating the IMRCC – Irish Model Racing Car Club)

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1 Title

1.1 Title of the Club

The Club shall be named the Dublin Model Car Club (DMCC). The titles, Irish Model Racing Car Club (IMRCC) and Dublin Model Racing are also associated with the club.

2 Objectives

2.1 Objectives of the Club

- a. To promote the construction and racing of scale radio controlled cars.
- b. To facilitate the exchange of information and ideas relating to the sport.
- c. To set the rules and standards for membership and racing.
- d. To develop National and International Competition within a co-ordinated calendar.
- e. To promote the sport through marketing and the internet.

3 Committee

3.1 Running of the Club

The general running of the club shall be done by a Committee elected from nominations at the Annual General Meeting each year (see rule 8).

3.2 Voting at Committee Meetings

All Committee members are entitled to vote in person at all meetings. The Chairperson will have an additional vote which can be cast in the event of a tie on any subject under discussion. [See Appendix 1 for Current Committee Members](#)

3.3 Term of Office

The term of office for all Committee members shall be one year.

3.4 Sub Committees

The Committee may appoint a member or group of members (sub committees) as appropriate to perform specific functions from time to time, such as general club development, liaison with other clubs, acquisition of racing venues and such like, this individual or individuals will report directly to the Committee/Chairperson and have no authority other than that given to them by the Committee when appointing them.

3.5 Removal of a Committee Member

A Committee member may be removed from office by a two thirds majority vote held at an EGM ([see article 8](#))

3.6 Committee Etiquette

No Committee member may profit from their actions while in office. All Committee members must act in the best interest of the Club.

3.7 Constitution of Committee

The Committee shall consist of the following members:

3.7.1 Chairperson

A Chairperson who shall conduct the business of the Committee. It is the Chairperson's duty to nominate spokespersons for the club and to uphold the constitution.

3.7.2 Secretary

A Secretary who shall look after the general correspondence of the Club, call meetings, maintain the records of membership and record the minutes of all Committee meetings and the AGM.

3.7.3 Treasurer

A Treasurer who shall be responsible for the banking of such money as is not required for the immediate running of the Club. The Treasurer will submit a written Financial Report at the A.G.M. for approval by the meeting.

3.7.4 Drivers Representative

A Driver's Representative who shall be responsible for conveying the opinions of the membership to the Committee. All surveys and questionnaires shall be directed through the driver's rep to the drivers.

3.7.5 General Committee Member

A General Committee Member who shall work with the rest of the committee on various projects and jobs the Committee are doing. This person shall attend committee meetings and have a vote in the same way other committee members do.

3.8 Personal Liability of Committee

No personal liability shall be attached to the Committee or to any member acting in the ordinary and proper force of the club's business.

3.9 Resignation of Committee Members

Should any Member of the Committee resign, be deemed to have resigned, or their position otherwise lapse, an EGM ([see rule 8](#)) should be called to elect a replacement Committee member. Should a Committee member leave the club, they are deemed to have resigned as a trustee of the club.

4 Trustees and Property of the club

4.1 Trustees

The property of the Club shall be vested in three trustees. These shall be elected by two thirds majority at an AGM. [See Appendix 2 for the current list of Trustees](#)

4.2 Direction of Trustees

The Trustees shall deal with such property as directed by the Committee

4.3 Property of the Club

All property of the club shall vest in the Trustees of the club. No personal liability shall be attached to the Trustees or to any Trustee acting in the ordinary and proper force of the club's business.

4.4 Term of Office

Trustees shall hold their position for life. Should a trustee resign or be deemed to have resigned, an EGM ([see rule 8](#)) should be called to replace them. Should a trustee leave the club, they are deemed to have resigned as a trustee of the club.

4.5 Inappropriate action of Trustees

Should a member feel that a trustee is acting inappropriately an EGM ([see rule 8](#)) may be called and a trustee can be voted from office by a two thirds majority

4.6 Acquisition of Property

There shall be no acquisition, change of use or disposal of land or any building without the prior approval of the Full Members given by way of Resolution at an AGM or EGM called for that purpose at which it must be voted through by a two third majority of Ordinary members AND a two third majority of Trustees.

4.7 Trustee Etiquette

No Trustee may profit from their actions while in office. All trustees must act in the best interest of the club.

4.8 Use of Property

All property vested in trustees of the club will be used for Radio Controlled Car Modelling activities only.

5 Membership

5.1 Types of Membership

There shall be 5 types of membership

5.1.1 Full Membership

Full Membership may be granted to persons, who having reached the age of sixteen years, subscribe to and undertake to further the aims and objectives of the Club. All Full Members are eligible to enter all DMCC events. A full member will be entitled to one vote at an AGM or General Meeting.

5.1.2 Youth Membership

Youth Membership may be granted to persons, not having reached the age of sixteen years on 1st January, who subscribe to and undertake to further the aims and objects of the Club. A youth member will be entitled to one vote at an AGM or General Meeting.

5.1.3 Associated Membership

Associated Membership may be granted to all mechanics, guests, family etc. who are not drivers. In the case of an Associate Member being elected onto the committee, that member will have a vote at Committee meetings, AGM and General meetings. A non-committee associated member will not have a vote at AGM s or general meetings.

5.1.4 Day Membership

Day Membership may be granted to visiting members, new drivers and guests. A day member will not have any voting rights. A day member may only avail of this form of membership three times before they must seek Full or Youth Membership. If Full or Youth Membership is not granted, they must cease to use or avail of any of the club facilities.

5.1.5 Honorary Membership

Honorary Membership may be granted to persons who have reached the age of eighteen years, have rendered exceptional service to the Club or the sport of Radio Controlled Model Car Racing in general. An Honorary Member shall have the rights of a Full Member, but shall be exempt from paying the Club's Annual Membership Fee. An Honorary member will be proposed, seconded and voted in by a two third majority at an AGM. They must also hold Full Membership before they can be proposed as an Honorary Member. See Appendix 3 for list of Honorary Members

5.2 Obtaining Membership of the Club

All Membership requests must be Proposed and Seconded by Full Members; they must then be approved by the Committee by a four fifths majority vote, excluding Day Membership. A Day Membership request may be accepted by any Committee Member.

5.3 Rights of Members

The rights of any member of the Club shall be conditional upon the member complying with the provisions of this Constitution and Rules of the DMCC, including payment of any annual membership fee and levies. Any member who is 30 days in arrears with membership fees or levies will be considered to have left the club.

5.4 Right to be heard

Each Full Member shall have the right to be heard by the Committee upon any complaint or representation sent by them, in writing, to the Secretary.

5.5 Suspension and Termination of Membership

The Committee has the right to suspend or terminate membership of individuals who, either by their actions or misuse of Club property, jeopardise the running of the DMCC or brings the name of the Club into disrepute. Serious breaches of conduct can result in the dismissal of a member from the Club. The decision to dismiss a member from the club will be made by a three fifth majority vote by the Committee. The member will be notified of their dismissal in writing. In such instances, the member will have the right to make a written appeal to the Committee.

Any member who has been reported to the statutory authorities under the clubs child protection policy will have their membership suspended while the matter is being examined, they will be invited to resume their membership once cleared of all allegation by the statutory authorities.

6 Subscriptions and Fees

6.1 Annual Subscription

The Annual Subscription to be paid by members of the Club shall be determined by the Committee and ratified at the Annual General Meeting.

6.2 Payment of Subscription

The determined Annual Subscription shall be payable on election as a member, and on an Annual Renewal date decided by the Committee. [See Appendix 4 for Annual Subscription details.](#)

6.3 Race Fees

Race fees are set by the Committee and may be reviewed from time to time depending on circumstances. Different race fees for indoor and outdoor venues may be required to cover the extra costs associated with the venue. [See Appendix 4 for Race Fee Details.](#)

7 Voting

7.1 Right to Vote

All Members with voting rights are entitled to vote at the AGM or an EGM in person only. Only those who have held membership with voting rights for more than 30 days prior to an EGM or AGM shall be entitled to vote.

7.2 Voting in of Committee

Committee members must be voted into office by a majority vote.

7.3 Other Items

All other items offered for approval must be voted in by a two third majority.

8 General Meetings

8.1 The AGM

The Annual General Meeting of the club shall be held on a date in October. The exact time, date and location shall be decided by the Committee.

8.2 EGM called by the Committee

An extraordinary General Meeting may be called by the Committee. Twenty One day's notice of an EGM must be given to the Ordinary Membership. An agenda must be submitted to the Membership ten days before the EGM

8.3 EGM called by Members

An EGM may be requested by the Membership. This request must be submitted in writing to the Secretary. Such requests must be signed by ten members or 30% of the membership, whichever is least. The request must contain the reason and motion for such a meeting.

8.4 Changes to the Constitution

Changes to the Constitution may be made only at the AGM. Fourteen days' notice of the proposed changes must be given to the Secretary with full written details of the changes.

8.5 Changes to the General Racing Rules

Changes to the General Rules may be made at an AGM or EGM. Fourteen days' notice of the proposed changes must be given to the Secretary with full written details of the changes

8.6 Emergency Changes

The committee has the power to remove, alter or change any existing rule or add any new rule to the Rules Book, to accommodate any changes required due to legislation, or changes in recognised or legally required Health and Safety Requirements. This action can take place at any time within the club's year without the need for an EGM or AGM. Any action of this nature will be made known to the membership as soon as possible. Any decision taken must be ratified at the following AGM with a 2/3rds majority.

9 Bank Accounts/ Finance

9.1 Responsibility

The financial affairs of the club shall be the responsibility of the Committee in general and in particular, the Treasurer. Correct accounts and book keeping shall be done by Treasurer or under the Treasurers supervision.

9.2 Bank Accounts

The Committee shall be empowered to open Bank Accounts in the name of the Club and all transactions in these accounts shall be authorized by the Committee. All cheques, drafts and so forth shall be signed by the Treasurer and either the Chairperson or Secretary.

9.3 Receiving of Monies

The Treasurer will receive all money paid to the club and ensure all such sums are lodged to DMCC bank account as soon as possible.

9.4 Assets of the Club

Any assets invested in by the Committee will be used for DMCC purposes only

9.5 Sponsorship and Fundraising

The Committee will have the power to negotiate sponsorships on behalf of the Club and engage in fundraising activities. Any financial returns from these activities will be used for DMCC development purposes only.

10 Equality

10.1 Equal Status

In accordance with the Equal Status Act 2000 – 2008 and the Equality Act 1996 in Northern Ireland, the DMCC will not discriminate against any persons or visitors within the club.

10.2 Discrimination

No discrimination by members of our club will be tolerated. Violations of which will be dealt with under Rule [5.3](#) and [5.5](#)

11 Data Protection

11.1 Data Protection Policy

Pursuant to the provision of the Data Protection Act 1988-2003 and General Data Protection Regulations, members consent to the club obtaining, recording, holding and retaining their personal data (including sensitive personal data) solely for club purposes, either on its computers or its manual filing system, and consent to the use of all such data, including disclosure to third parties, for the proper and effective management of the club.

Data Controller: Club Secretary

Reason for collecting Personal Data: We will hold members name, address, phone number, and email address for insurance obligations and in order to contact the member with club news etc.

Period for which data will be held: Data will be held for the duration of a persons membership of the club, after this it will be deleted.

Obtaining or correcting data which the club holds: If any person would like a copy of the personal data we hold or would like to correct information contact the Data Controller.

Permission: Express permission will be sought from each person when joining the club. This will be included in the membership form.

Withdrawal of Permission: If a member chooses to have their Personal Details deleted from the club databases at any time, they may contact the Data Controller (Club Secretary) by email, and their details will be removed within 5 days. They will then be deemed to have left the club.

12 Child Protection

It is the full responsibility of the Parent or Guardian to ensure the safety of their child while attending any DMCC event. No child should ever be left unattended as the Club cannot take any responsibility for the child's safety or wellbeing.

However, Dublin Model Car Club is fully committed to safeguarding the well-being of its members, especially junior members. Please see [Appendix 5](#) for our full Child Protection Policy.

Bullying shall not be tolerated within our club, see [appendix 5](#). Any bullying shall be dealt with under [Section 5.5](#). This applies to both Adults and Children.

Appendix 1

[Committee Members for 2018/19 as voted at AGM 2016](#)

AGM held on 7th October 2018

Chairperson: Graham Parkes

Secretary: Lee McGuire

Treasurer: Kenneth Gordon

Drivers Representative: Tony Kavanagh

General Committee Member: Joe Ottofaro

[Committee Members for 2017/18 as voted at AGM 2016](#)

AGM held on 6th November 2017

Chairperson: Chris Lowe

Secretary: Lee McGuire

Treasurer: Kenneth Gordon

Drivers Representative: Emmet Farrell

General Committee Member: Marcin Debowski

[Committee Members for 2016/17 as voted at AGM 2016](#)

AGM held on 6th November 2016

Chairperson: Graham Parkes

Secretary: Lee McGuire

Treasurer: Kenneth Gordon

Drivers Representative: Kevin White

General Committee Member: Chris Lowe

[Committee Members for 2015/16 as voted at AGM 2015](#)

AGM held on 21st November 2015

Chairperson: Graham Parkes

Secretary: Lee McGuire

Treasurer: Kenneth Gordon

Drivers Representative: Kevin White

General Committee Member: Michael O`Leary

[Committee Members for 2014/15 as voted at AGM 2014](#)

AGM held on 8th November 2014

Chairperson: Lee McGuire

Secretary: Graham Parkes

Treasurer: Kenneth Gordon

Drivers Representative: Kevin White

General Committee Member: Michael O`Leary

[Committee Members for 2013/14 as voted at AGM 2013](#)

AGM held in November 2013

Chairperson: Vicky Fagan

Secretary: Graham Parkes

Treasurer: Kenneth Gordon

Drivers Representative: Lee McGuire

Race Director: Michael O`Leary

[Appendix 2](#)

[Trustees as Voted at AGM 2013](#)

David Bolger

Kenneth Gordon

Graham Parkes

[Appendix 3](#)

[Honorary Members](#)

As voted at AGM 2013

David Bolger

Appendix 4

Membership Fees

Membership Fees	
Full Member	€40
Junior Member	€25
Associate Member	€10
Day Member	€15

Race Fees

Race Fees for Members 2016/2017		
	Adult	Junior
Monthly Race Fee	30	15
Daily Race Fee	15	5
Extra Class Fee	5	5
Race Fees for Non-Members		
Race Fee	15	5
Insurance Fee	5	5
Extra Class Fee	5	5
Wednesday Night Fee for Members	free	free
Wednesday Night Fee for Non-Members	10	10
Some weeks, due to technical reasons or availability of committee members Wednesday night practice may be canceled. This will be posted on the club facebook page		
The Monthly Race fee covers you for 1 race class on all normal club days and club championship days. It does not include special events such as Astro Wars, WRI, Christmas GP and RCCAOI events		
Non-members are allowed to attend the club for 3 normal race/practice days. After this the MUST join they club. This is a stipulation from our Insurer and will be enforced.		
Race Fees for special events will be set in advance of the event by the Committee		

Appendix 5

Dublin Model Car Club Child Protection Policy

It is the full responsibility of the Parent or Guardian to ensure the safety of their child while attending any DMCC event. No child should ever be left unattended as the Club cannot take any responsibility for the child's safety or wellbeing.

Dublin Model Car Club is fully committed to safeguarding the well-being of its members, especially junior members. Every individual in the Club should at all times show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the Club and the guidelines contained in the Irish Sports Council's Code of Ethics and Good Practice for Children's Sport.

Children have the right to be protected from all forms of violence; they must be kept safe from harm, and they must be given proper care by those looking after them " (Article 19 ; UN Convention on the Rights of the Child)

The Childcare Act 1991 (ROI) and The Children's (NI) Order (1995) are based on a clear and consistent set of principles designed with the common aim of promoting the welfare of children.

Children have the right to be safe. All members should ensure that this fundamental principle takes precedence over all other considerations.

The Club shall do the following:

Ensure, that every child is accompanied at the club by a Parent or Guardian. If the Parent/Guardian cannot attend, they must nominate an Appointed Guardian who they can entrust with the care of their child. They must ensure that the Appointed Guardian has contact details for all Parents/Legal Guardians. Neither the Committee nor the Club are directly responsible for looking after junior members whilst on the premises or attending Club Events. This will be agreed by the Parent/Guardian when the junior member joins the club or renews their membership.

Adopt and implement the Code of Ethics and Good Practice for Children's Sport as an integral part of its policy on children in the club. This code can be found on the Irish Sports Council website.

Promote the voice of the child, in particular through meetings and the AGM. Youth Members at our club are entitled to vote at our AGM or any General Meeting.

Have a Designated Person/s to act as liaison with the Statutory Authorities in relation to the reporting of allegations or suspicions of child abuse. Any such reports should be made according to the procedures outlined in section 5.12 of the ISC Code.

Ensure best practice throughout the club by disseminating its Child Protection Policy, Code of Conduct, including the disciplinary, complaints and appeals procedures in operation within the club to all its members

Have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a committee member or other members of the club. Regulations should stipulate that a member who is the subject of an allegation, which has been reported to the Statutory Authorities,

should stand aside, while the matter is being examined. S/he should be invited to resume full duties when and if appropriate internal disciplinary procedures are completed. [See 5.5](#)

Develop effective procedures for responding to and recording accidents.

Bullying

What is Bullying?

Bullying is repeated aggression be it verbal, psychological or physical, which is conducted by an individual or group against others. It is behaviour, which is intentionally aggravating and intimidating.

It includes behaviours such as teasing, taunting, threatening, hitting or extortion by one or more person against a victim. It is the responsibility of the Committee to deal with bullying that may take place in the Club.

Incidents of bullying should be dealt with immediately and not tolerated under any circumstances. Many children are reluctant to tell adults that they are being bullied. Older children are even more reluctant. This underlines the need for constant vigilance and encouragement to report bullying. We recognise that bullying also occurs with Adults, and this will also not be tolerated at the DMCC.

How will we combat Bullying?

We will raise awareness of bullying as an unacceptable form of behaviour.

Create a club ethos which encourages children, Adults and parents/guardians to report bullying and to use the procedures of the complaints mechanism of the organisation to address this problem.

Provide a supportive environment for victims of bullying.

Obtain the co-operation of parents/guardians to counter bullying.

Appendix 6

Safety Statement

Foreword from the Chairman

This document sets out the safety policy of the Dublin Model Car Club and specifies the means provided to achieve this policy. Our objective is to endeavour to provide a safe club for all our members and visitors. Also, to meet our responsibilities to members of the public who may be affected by our operations. The success of the policy will depend on your co-operation. Its contents are largely self-explanatory but any necessary clarification can be sought from your Committee Members who should always be your first contact in any matters on safety of the club.

Members are encouraged to put forward suggestions for improvements to the Safety Statement. I recommend that you read the document carefully and understand your role and the overall safety arrangements within the club, and help to maintain our high standards in this area.

Remember, safety is no accident!!

DMCC Club Chairman

Safety Policy

It is the club's policy to do all that is reasonably practicable to safeguard its members against injury or other loss, arising from club activities. Responsibility for this policy is primarily that of the committee. However, safety is the responsibility of each and every member.

Each member is expected to act thoughtfully and responsibly at all times and must never carelessly or knowingly do anything which could cause loss or injury to themselves or others.

The policy describes the arrangements, which exist for safety within the club.

Compliance with all aspects of the Safety Statement whilst being mandatory is also in the best interest of each and every member.

Assignment of responsibility

Committee:

- Monitoring the effectiveness of the Safety Policy within the club.
- Inform members of the location of this statement and make it easily accessible.
- Periodic safety inspections
- Discuss accidents at committee meetings.
- Record as many details as possible with any reported accident
- Consequently, upon review of the reports the committee will take any necessary policy decisions for the correction of undesirable accident trends.

Members:

- Members will park in the car parking area in a safe place. If in doubt, a Committee member may advise. While driving on the premises members will keep below 10kph and drive safely.
- Care will be taken in the pits area at all times. No models should be operated in the pit area.
- Members should always walk and not run within the area.
- All batteries (including Lipo, LiFe, NiMh etc.) must be charged in a fire proof protective Lipo Sack. If discharging a battery in any other way apart from using it in a model, the battery must be in a Lipo Sack. Any member found not using a Lipo charging sack or using an incorrect sack will have sanctions taken against them.
- When putting a car on the track, it should be placed in the marked Red area just inside the track gate before being driven onto the track.
- Only those marshalling or racing should be within the track area.
- Cars should never be stopped on the straight section of the track.
- When marshalling, the marshal's safety is paramount. They should always check it is safe to move before recovering a crashed car. The marshal's safety comes before returning a car to the track.
- All accidents must be reported to the committee. This must be done by the person involved in the accident, or if this is not possible any other member who was in attendance at the time of the accident.

- If any member sees another person at the track doing something they feel is unsafe, they should say it to the person involved or if they are uncomfortable to do this, inform a Committee member.

Notes:

The club provides a First Aid Kit which is held at Race Control.

There are Fire Extinguishers also held at race control.

If there is any requirement to use these, the Committee should be informed so they can organise the replacement of anything that is required.

Lipo Charging Bags

Lipo charging bags are bags designed to contain a fire in the case of an accident when charging a lithium polymer battery. They are made from fire proof material (e.g. Fibre Glass) and are sealable.

No other type of bag or box should be used. Lipo charging bags are available from Model Shops and

online retailers such as Amazon.