

COMPANIES ACT 2014  
COMPANY LIMITED BY GUARANTEE NOT HAVING A SHARE CAPITAL  
MEMORANDUM OF ASSOCIATION  
CONSTITUTION  
OF  
**GALWAY ARTS CENTRE COMPANY LIMITED BY GUARANTEE**

### **1. The Company**

The name of the company is Galway Arts Centre Company Limited by Guarantee (the Company).

### **2. Company Type**

The Company is a company limited by guarantee, registered under Part 18 of the Companies Act 2014.

### **3. Main Object**

The main object for which the Company is established is to promote the study, education, appreciation and understanding of all forms of Arts and Crafts throughout Ireland but in particular Galway city and county.

### **4. Subsidiary Object(s)**

In furtherance exclusively of the foregoing main object, the Company shall have the following subsidiary objects:

- a) To provide support, advocacy, platforms, networks, funding and training for arts practitioners in and beyond Galway city to empower them to develop their creative practice.
- b) To advocate for greater access, investment, resourcing and support for the arts in and beyond Galway city.

### **5. Powers**

To the extent that the same are essential or ancillary to the promotion of the main object of the Company as heretofore set out and in addition to those powers conferred on it by law, the Company may exercise the following powers:

- 1) To subscribe or guarantee money for charitable objects.
- 2) To undertake and execute any trusts which may seem directly or indirectly conducive to the attainment of the main object(s) of the Company.
- 3) To solicit and procure by any lawful means and to accept and receive any donation of property of any nature and any devise, legacy or annuity, subscription, gift, contribution or fund, including by means of payroll giving or other similar arrangements, and including (but so as not to restrict the generality of the foregoing) the holding of lotteries in accordance with the law for the purpose of

promoting the Main Object, and to apply to such purpose the capital as well as the income of any such legacy, donation or fund.

- 4) To undertake, accept, execute and administer, without remuneration, any charitable trusts.
- 5) To establish and support or aid in the establishment and support of any charitable association or institution, trust or fund, and to subscribe or guarantee money for any charitable purpose which the Company shall consider calculated to promote its Main Object.
- 6) To collect and to receive voluntary contributions, donations or bequests or money for any of the purposes aforesaid.
- 7) To make application on behalf of the Company to any authority, whether governmental, local, philanthropic or otherwise, for financial funding of any kind.
- 8) To apply, petition for or promote any Act of the Oireachtas or other legislation relating directly to the advancement of the Main Object.
- 9) Subject to the Income and Property clause hereof, to employ such staff, and on such terms, as are necessary or desirable for the proper promotion of the Main Object.
- 10) To grant pensions, gratuities, allowances or charitable aid to any person who may have served the Company as an employee, or to the wives, husbands, children or other dependents of such person provided that such pensions, gratuities, allowances or charitable aid shall be no more than that provided by a pension scheme covered by Part 30 of the Taxes Consolidation Act 1997 and provided that such pension scheme has been operated by the company and the beneficiary of the pensions, gratuities, allowances or charitable aid, or their spouse or parent, has been a member of the pension scheme while employed by the Company; and to make payments towards insurance and to form and contribute to provident and benefit funds for the benefit of any persons employed by the Company and to subscribe or guarantee money for charitable objects.
- 11) To purchase, take on lease or in exchange, hire or otherwise acquire any real or personal property, patents, copyrights, licences, rights and privileges or any estate or interest whatsoever and any rights, privileges and easements over or in respect of any property which may be considered necessary for the purposes of the Company and to develop and turn to account any land acquired by the Company or in which it is interested and in particular by laying out and preparing the same for building purposes, constructing, altering, pulling down, decorating, maintaining, fitting up and improving buildings and conveniences and by planting, paving, draining, farming, cultivating, letting or building leases or building agreement and by advancing money to and entering into contracts and arrangements of all kinds with builders, tenants and others.
- 12) To acquire, hold, sell, manage, lease, mortgage, exchange or dispose of all or any part of the property of the Company with a view to the promotion, protection or encouragement of its Main Object and to vary investments.
- 13) To co-operate with any other society or institution in carrying out any investments hereby authorised in furtherance of the Main Object.
- 14) To borrow and raise money in such manner as may be considered expedient, and to issue debentures, debenture stock and other securities, and for the purpose of securing any debt or other obligation of the Company to mortgage or charge all or any part of the property of the Company, present or future, and collaterally or further to secure any securities of the Company by a trust deed or other assurance.
- 15) To invest and deal with monies and property of the Company not immediately required in such manner as will most effectively provide funds for the advancement and promotion of the purposes aforesaid and this power shall include power from time to time to vary any investments made thereunder.

- 16) To invest in such ways as shall seem desirable to the Directors any moneys of the Company not immediately required for the use in connection with its Main Object and to place any such moneys on deposit with bankers and others; subject nevertheless as regards the making of investments to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law and subject also as hereinafter provided; prior permission to be obtained from the Revenue Commissioners where the Company intends to accumulate funds over a period in excess of two years for any purposes.
- 17) To guarantee, support or secure, whether by personal covenant or by mortgaging or charging all or any part of the undertaking, property and assets (present and future) of the Company, or all such methods, the performance of the obligations of and the repayment or payment of the principal amounts and interest of any person, firm or company or the dividends or interest of any securities, including (without prejudice to the generality of the foregoing) any company which is the Company's holding company or a subsidiary or associated company.
- 18) To draw, accept, make, endorse, discount, execute, issue and negotiate bills of exchange, promissory notes, bills of lading, warrants, debentures and other negotiable or transferable instruments.
- 19) To insure the property of the Company against any foreseeable risk in its full value and take out other insurance policies to protect the Company when required.
- 20) To insure any or all of the Directors against personal liability incurred in respect of any act or omission which is or is alleged to be a breach of trust or breach of duty, provided he or she acted in good faith and in the performance of his or her functions as charity trustee (as defined in the Charities Act, 2009).
- 21) To apply for, purchase or otherwise acquire any patents, brevets d'invention, licences, concessions and the like conferring any exclusive or non-exclusive or limited rights to use or any secret or other information as to any invention which may seem capable of being used for any of the purposes of the Company or the acquisition of which may seem calculated directly or indirectly to benefit the Company, and to use, exercise, develop or grant licences in respect of or otherwise turn to account the property, rights or information so acquired.
- 22) To adopt such means of making known the products and/or services of the Company as may seem expedient and in particular by advertising in the press, by circulars, by purchase and exhibition of works of art or interest, by publication of books and periodicals and via the internet and by granting prizes, rewards and donations.
- 23) To maintain, improve or provide public amenities including recreational facilities, childcare, public health, home, welfare and youth facilities generally.
- 24) To enter into any arrangements with any governments or authorities, supreme, municipal, local or otherwise, that may seem conducive to the Main Object and to obtain from any such government or authority any rights, privileges and concessions which the Company may think it desirable to obtain and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions.
- 25) To enter into a partnership or into any arrangement for sharing profits, union of interest, co-operation, joint venture, reciprocal concession or otherwise with any person, company, society, trust or other partnership whose objects are solely charitable, carrying on or engaged in, or are about to carry on or engage in, any business or transaction capable of being conducted so as directly or indirectly to benefit the Company and which prohibits the distribution of income and assets to at least as great a degree as the Company by virtue of the Income and Property clause hereof and to guarantee the contracts of, otherwise assist any such person, company, society, trust or other partnership, and to take over or otherwise acquire shares, stock, debentures, or debenture stock and securities of any such person, company society, trust or

other partnership, and to sell, hold, reissue with or without guarantee or otherwise deal with same.

- 26) To procure the registration or incorporation of the Company in or under the laws of any place outside Ireland.
- 27) To pay all expenses of and incidental to the incorporation and establishment of the Company.
- 28) To carry on alone or in conjunction with others any other trade of business which may in the opinion of the Directors be advantageously carried on by the Company in connection with or as ancillary to any of the above businesses or the general business of the Company in pursuance of the Main Object.
- 29) To found, subsidise, and assist any charitable funds, associations or institutions calculated to promote or assist the Main Object.
- 30) To establish and maintain links with international and national organisations having similar objectives.
- 31) To do all such other lawful things as the Company may think incidental and conducive to the foregoing Main Object.
- 32) To do all or any of the things and matters aforesaid in any part of the world and as principals, agents, contractors, trustees or otherwise and by or through trustees, agents or otherwise and either alone or in conjunction with others.

PROVIDED THAT:

- a) in case the Company shall take or hold any property which may be subject to any trusts, the Company shall only deal with or invest the same in such manner as allowed by law having regard to such trusts;
- b) nothing hereinbefore contained shall be construed as including in the purposes for which the Company has been established any purposes which are not charitable according to law.

## **6. Limited Liability**

The liability of the members is limited.

## **7. Income and property**

The income and property of the Company shall be applied solely towards the promotion of main object(s) as set forth in this Constitution. No portion of the Company's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Company.

No Director shall be appointed to any office of the Company paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the Company. However, nothing shall prevent any payment in good faith by the Company of:

- a) reasonable and proper remuneration to any member or servant of the Company (not being a Director) for any services rendered to the Company;
- b) interest at a rate not exceeding 1% above the Euro Interbank Offered Rate (Euribor) per annum on money lent by Directors or other members of the Company to the Company;
- c) reasonable and proper rent for premises demised and let by any member of the Company (including any Director) to the Company;

- d) reasonable and proper out-of-pocket expenses incurred by any Director in connection with their attendance to any matter affecting the Company;
- e) fees, remuneration or other benefit in money or money's worth to any company of which a Director may be a member holding not more than one hundredth part of the issued capital of such company;
- f) Nothing shall prevent any payment by the Company to a person pursuant to an agreement entered into in compliance with section 89 of the Charities Act, 2009 (as for the time being amended, extended or replaced).

## **8. Contribution by members on winding-up**

Every member of the Company undertakes to contribute to the assets of the Company, if the Company is wound up while he or she is a member or is wound up within one year after the date on which he or she ceases to be a member, for:

- the payment of the debts and liabilities of the Company contracted before he or she ceases to be a member;
- the costs, charges and expenses of winding up; and
- the adjustment of the rights of contributories among themselves,

such amount as may be required, not exceeding one euro.

## **9. Prohibition of distribution to members on winding-up**

If upon the winding up or dissolution of the Company there remains, after satisfaction of all debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of the Company. Instead, such property shall be given or transferred to some other charitable institution or institutions having main objects similar to the main objects of the Company. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of their income and property among their members to an extent at least as great as is imposed on the Company under or by virtue of the Income and Property Clause hereof. Members of the Company shall select the relevant institution or institutions at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object with the agreement of the Charities Regulator. Final accounts will be prepared and submitted that will include a section that identifies and values any assets transferred along with the details of the recipients and the terms of the transfer.

## **10. Additions, alterations or amendments**

The Company must ensure that the Charities Regulator has a copy of its most recent Constitution. If it is proposed to make an amendment to the Constitution of the Company which requires the prior approval of the Charities Regulator, advance notice in writing of the proposed changes must be given to the Charities Regulator for approval, and the amendment shall not take effect until such approval is received.

## **11. Keeping of accounts**

True accounts shall be kept of the sums of monies received and expended by the Company and the matters in respect of which such receipt and expenditure take place, of all the sales and purchases by the Company and of the property credits and liabilities of the Company and, subject to any reasonable restrictions as to the time and manner of inspecting same that may be imposed in

accordance with the regulations of the Company for the time being, shall be open to inspection of the members.

Annual audited accounts shall be kept and made available to the Revenue Commissioners and/or the Charities Regulatory Authority, upon request.

We the several persons whose names, addresses, and descriptions are hereinafter subscribed wish to be formed into a Company in pursuance of this Memorandum Of Association.

NAMES, ADDRESSES AND DESCRIPTIONS OF SUBSCRIBERS

- Ramin P. O'Gara . 20 Kenilworth Park. Salthill.
- Nonica Eavis , "Anagh" Taylor's Hill Road, Galway.
  - Dáire Donoghue Taylor Hill, Soburg -
  - Ollie Jennings 13 ST. MARY'S TCE, GALWAY  
Aind Forrest, The Rectory, Taylor's Hill, Galway.
  - Peter Sammon 4 Newcastle Rd. Galway
  - James Conar Harrelld 'Mount Prospect', Cabbagh, Banna, Co. Galway

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Dated the 24 day of January 19 .

WITNESS TO THE ABOVE SIGNATURES:

Oliver Moley  
Solicitor  
43 William St  
Galway

# ARTICLES OF ASSOCIATION

## INTERPRETATION

1. (a) In these articles:

- “the Company” means Galway Arts Centre Company Limited by Guarantee
- “the Act” means the Companies Act 2014, and any statutory amendment(s) thereof;
- “director” means any director for the time being of the Company;
- “the Board” means the board of directors of the Company;
- “member” means a member of the Company, admitted in accordance with article 4 herein;
- “the Registered Office” means the registered office for the time being of the Company; and
- “the Secretary” means any person(s) or body corporate appointed to perform the role of company secretary.

(b) Expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography and every mode of representing words in visible form.

(c) Unless the contrary intention appears, words or expressions contained in these articles shall bear the same meaning as in the Act or any statutory modification thereof in force at the date at which these Articles become binding on the Company.

## OPTIONAL PROVISIONS OF THE ACT

2. The optional provisions of the Act (as defined in section 1177(2) of the Act) shall apply to the Company save and so far as they are excluded or modified by this Constitution and such optional provisions together with the provisions herein shall constitute the articles of association of the Company.

## ALTERATION OF THE CONSTITUTION

3. Subject to the provisions of the Act, and the provisions of this constitution, the Company may by special resolution alter either or both its memorandum and articles of association. Any alteration or addition so made shall be as valid as if originally contained therein.

## MEMBERS

4. The membership of the Company shall consist of the persons acting as Directors of the Company from time to time (who shall be members of the Company whilst they hold office as Directors) and such other persons as are admitted by the Directors from time to time and as shall sign a written consent to become a member.

5. The Directors may from time to time and at any time by resolution of the Board of Directors at their absolute discretion remove any member from membership of the Company. Such member shall cease to be a member forthwith on the passing of such resolution. The Directors shall give written notice to such member of his/her removal, and the failure to give such notice shall not prejudice the removal of the member. A member so removed may at the absolute discretion of the Directors be re-admitted to membership upon such terms (if any) as the Directors at their discretion see fit.

## TERMINATION OF MEMBERSHIP

6. Membership is not transferable and shall cease:

- I. on the member's death or bankruptcy;
- II. if the member resigns by serving notice in writing to the Directors of the Company at its registered office;
- III. if the member is also a Director and ceases to be a Director; and
- IV. in circumstances where the terms of article 5 above apply to any member.

## **OBLIGATIONS OF MEMBERS**

7. Every member shall, as a continuing condition of membership, be bound by the provisions of the constitution of the Company and any amendment thereof, and shall observe all (if any) rules or regulations made from time to time by the Company in general meeting or by the Board.

## **GENERAL MEETINGS OF MEMBERS**

8. The Company shall in each year hold a general meeting as its annual general meeting, in addition to any other meetings in that year and shall specify the meeting as such in the notice calling it and not more than 15 months shall elapse between the date of one annual general meeting of the Company and that of the next. So long as the Company holds its first annual general meeting within 18 months of its incorporation, it need not hold it in the year of its incorporation or in the following year.

9. The business of the annual general meeting shall include:

- (a) consideration of the Company's statutory financial statements and the report of the directors, together with the report of the statutory auditors on those statements and that report;
- (b) the review by the members of the Company's affairs;
- (c) the authorisation of the directors to approve the remuneration of the statutory auditors;
- (d) the election and re-election of directors;
- (e) the appointment or re-appointment of statutory auditors;

10. All general meetings of the Company, other than annual general meetings, shall be known as "extraordinary general meetings".

11. The Board may, whenever it thinks fit, convene an extraordinary general meeting and extraordinary general meetings may also be convened as provided by Section 1203 of the Act. If at any time there are not sufficient directors in Ireland capable of acting to form a quorum, any director or any member of the Company may convene an extraordinary general meeting in the same manner as nearly as possible as that in which meetings may be convened by the Board.

12. General meetings of the Company shall be held in the State at such time and at such place as the Board shall appoint.

13. A meeting, other than an adjourned meeting shall be called, in the case of an annual general meeting or an extraordinary general meeting for the passing of a special resolution, by not less than 21 days' notice, and in the case of any other extraordinary general meeting, by not less than 7 days' notice. The notice shall be exclusive of the day on which it is served or deemed to be served and of the day for which it is given. It shall be given in the manner specified in these articles to such persons as are under these articles entitled to receive such notices from the Company.

The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.



14. The notice of a general meeting shall specify –

- a) the place, the date and the time of the meeting;
- b) the general nature of the business to be transacted at the meeting;
- c) in the case of a proposed special resolution, the text or substance of the resolution.

15. The statutory auditors of the Company shall be entitled to:

- a) attend any general meeting of the Company;
- b) receive all notices of, and other communications relating to any general meeting which any member of the Company is entitled to receive;
- c) be heard at any general meeting which they attend, on any part of the business of the meeting which concerns them as statutory auditors.

16. A meeting of the Company, notwithstanding that it is called by shorter notice than that specified at article 13, shall be deemed to have been duly called if it is so agreed by all of the members entitled to attend and vote at the meeting, and the statutory auditors of the Company.

17. No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. Such number of members as constitutes 50% of members registered as members as at the date of the meeting who are present in person shall be a quorum.

18. If within half an hour from the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; in any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Board may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall be a quorum.

19. The chairperson of the Board shall preside as chairperson at every general meeting of the Company. If he or she is not present within 15 minutes after the time appointed for the holding of the meeting or is unwilling to act, the directors present shall elect one of their number to be chairperson of the meeting.

20. The chairperson may with the consent of any meeting at which a quorum is present (and shall, if so directed by the meeting) adjourn the meeting from time to time and from place to place.

21. When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at any adjourned meeting.

## **VOTES OF MEMBERS**

22. Where a matter is being decided (whether on a show of hands or on a poll) every member present shall have one vote.

23. A vote shall take place on a show of hands, unless a poll is demanded before or on the declaration of the result of a show of hands.

24. A demand for a poll may be made by –

- a) the chairperson of the meeting; or
- b) at least three members present in person; or

- c) any members present in person representing not less than 10% of the voting rights of members entitled to vote at the meeting.

25. Unless a poll is demanded, a declaration by the chairperson that a resolution has on a show of hands been carried, or lost, an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against such resolution.

26. If a poll is demanded it shall be taken in such manner as the chairperson directs and the result of the poll shall be deemed to be the resolution, in relation to the matter concerned, of the meeting at which the poll was demanded.

27. Where there is an equality of votes, whether on a show of hands or on a poll, the chairperson of the meeting shall be entitled to a second or casting vote.

28. No member shall be entitled to vote at a meeting of members of the Company if there are monies due and outstanding by such member to the Company.

29. No objection shall be raised to the qualification to vote of any voter except at the meeting at which the vote objected to is given or tendered, and every vote not disallowed at such meeting shall be valid for all purposes. Any such objection made in due time shall be referred to the chairperson of the meeting whose decision shall be final and conclusive.

## **RESOLUTIONS**

30. Notwithstanding article 13, a special resolution may be proposed and passed as a special resolution at a meeting of which less than 21 days' notice has been given, if the conditions specified in section 191 of the Act are satisfied.

31. The terms of any resolution (whether special or otherwise) before a general meeting may be amended by ordinary resolution at the meeting, provided that the resolution, as amended, will still be such that adequate notice of the same can be deemed to have been duly given.

32. Subject to compliance with the conditions in section 193 of the Act, a resolution in writing signed by all the members for the time being entitled to attend and vote on such resolution at a general meeting shall be as valid and effective for all purposes as if the resolution had been passed at a general meeting of the Company duly convened and held, and if described as a special resolution shall be deemed to be a special resolution within the meaning of the Act.

33. When a resolution is passed at an adjourned general meeting, it will be treated as having been passed on the date of that meeting and not on any earlier date.

## **MINUTES OF GENERAL MEETINGS**

34. The Company shall, as soon as may be after the holding of a meeting, cause minutes of the proceedings of the meeting and the terms of all resolutions to be entered in books kept for the purpose. All such books shall be kept in the same place.

35. Any minute referred to in article 34, if purporting to be signed by the chairperson of the meeting at which the proceedings were had, or the chairperson of the next succeeding meeting, shall be evidence of what occurred at the meeting.

## **THE BOARD OF DIRECTORS**

36. The Company shall have a minimum of six and a maximum of ten directors. Within this range, the Board may from time to time resolve to increase or reduce the number of directors.

37. All Directors will automatically become members of the Company on appointment as a Director.

38. Vacancies for the position of director shall be filled by nomination and election of persons by existing members at any general meeting.

39. No person shall be eligible for election as a director at a general meeting, unless not less than 3 days before the day appointed for the meeting there shall have been left at the Registered Office –

- a) notice in writing signed by a member of the Company entitled to attend and vote at the meeting, of his or her intention to propose the person concerned for such election; and
- b) notice in writing signed by the person concerned of his or her willingness to be elected.

40. No person may be a director of the Company unless he or she has attained the age of 18 years.

41. Any purported appointment of a director without that person's consent shall be void.

42. At a general meeting of the Company, a motion for the appointment of two or more persons as directors by a single resolution shall not be made, unless a resolution that it shall be so made has first been agreed to by the meeting without any vote being given against it.

43. The Board shall have the power at any time and from time to time, to co-opt a person to be a director to fill a casual vacancy arising in the number of elected directors. Any director so appointed shall hold office only until the next annual general meeting and shall be eligible for election thereat.

## **ROTATION OF DIRECTORS**

44. Subject to article 45, All of the Directors shall retire from office at the Annual General Meeting in the third year following the year of their election to office.

45. A retiring director shall be eligible for re-election for a further term of office which, when aggregated with the term already served, shall not exceed six years, but not for any longer period. A "year" for this purpose shall mean the period from one annual general meeting of the Company to the next.

46. A Director who shall have retired by reason of having been a Director for six years shall not be eligible for appointment as a Director until one clear year shall have elapsed since the date of his or her retirement.

## **REMOVAL OF DIRECTORS**

47. The Company may by ordinary resolution remove a director before the expiration of his or her period of office. Such a resolution shall not be effective unless the provisions of section 146 of the Act are observed.

48. A vacancy created by the removal of a director under this article may be filled at the meeting at which he or she is removed and, if not so filled, may be filled as a casual vacancy.

## **VACATION OF OFFICE**

49. The office of a Director shall be vacated if the Director:

- I. is removed from the membership of the Company in accordance with Article 5 or Article 6 of this Article of Association; or
- II. holds any other office or place of profit under the Company; or
- III. is adjudicated bankrupt or, being a bankrupt, has not obtained a certificate of discharge in the relevant jurisdiction; or
- IV. the Director becomes or is deemed to be subject to a disqualification order within the meaning of Chapter 4 of Part 14 of the Act; or
- V. the Director resigns his or her office by notice in writing to the Company; or
- VI. the health of the Director is such that he or she can no longer be reasonably regarded as possessing an adequate decision making capacity; or
- VII. a declaration of restriction is made in relation to the director and the Board at any time during the currency of the declaration resolves that his or her office be vacated; or
- VIII. the director is sentenced to a term of imprisonment (including a term that is suspended) following conviction of an indictable offence; or
- IX. the Director is for more than 6 months absent, without the permission of the Directors, from meetings of the Directors held during that period; or
- X. is directly or indirectly interested in any contract with the Company and fails to declare the nature of his or her interest; or
- XI. if the Director makes any arrangement with his creditors generally; or
- XII. is deceased.

## **SECRETARY**

50. The Company shall have a Secretary, who may be one of the directors.

51. The Secretary shall be appointed by the Board for such term, at such remuneration and upon such conditions as it may think fit (though a director acting as Secretary cannot be remunerated); and any Secretary so appointed may be removed by it.

52. Without derogating from the applicable statutory and other legal duties, the duties of the Secretary shall be those delegated to the Secretary from time to time by the Board.

53. The directors shall ensure that the Secretary has the skills or resources necessary to discharge the statutory and other duties associated with the position, including to maintain (or to procure the maintenance of) the Company records (other than accounting records) required to be kept in relation to the Company.

## **REGISTER OF DIRECTORS AND SECRETARIES**

54. The Company shall keep a register of its directors and secretaries, and shall enter in the register the information specified in Section 149 of the Act.

## **POWERS AND DUTIES OF DIRECTORS**

55. The business of the Company shall be managed by the Board, which may exercise all such powers of the Company as are not by the Act or by these articles required to be exercised by the Company in general meeting, subject nevertheless to the provisions of the Act and of these articles and to such directions, being not inconsistent with the aforesaid provisions as may, by special resolution, be given by the Company in general meeting but no direction given by the Company in general meeting shall invalidate any prior act of the Board which would have been valid if that direction had not been given.

56. The Board may exercise all powers of the Company to borrow money and to mortgage or charge its undertaking, property and assets or any part thereof.

57. The Board may delegate any of its powers to such person or persons as it thinks fit, including committees; any such committee shall, in the exercise of the powers so delegated, conform to any regulations that may be imposed on it by the Board.

58. The Board may from time to time and at any time by power of attorney appoint any Company, firm or person or body of persons, to be the attorney or attorneys of the Company for such purposes and with such powers authorities and discretions (not exceeding its own powers) and for such period and subject to such conditions as the Board thinks fit, and any such powers of attorney may contain such provisions for the protection and convenience of persons dealing with any such attorney as the Board may think fit, and may also authorise any such attorney to delegate all or any of the powers, authorities and discretions vested in him or her.

59. All cheques and other negotiable instruments, and all receipts for monies paid to the Company shall be signed, drawn, accepted, endorsed or otherwise executed by such person or persons and in such manner as the Board shall from time to time determine.

## **PROCEEDINGS OF DIRECTORS**

60. The directors may meet together for the dispatch of business, adjourn and otherwise regulate their meetings as they think fit.

61. Questions arising at any meeting of the directors shall be decided by a majority of votes and where there is an equality of votes, the chairperson shall have a second or casting vote.

62. A director may, and the Secretary on the requisition of a director shall, at any time, summon a meeting of the directors.

63. The quorum necessary for the transaction of the business of the Board may be fixed by the directors and, unless so fixed, shall be three.

64. The directors may act notwithstanding any vacancy in their number but, if and so long as their number is reduced below the number fixed by or pursuant to these articles as the necessary quorum of directors, the continuing director or directors may act for the purpose of increasing the number of directors to that number of or summoning a general meeting of the Company, but for no other purpose.

65. The directors may elect a chairperson of the Board and determine the period for which he or she is to hold office, but if there is no such chairperson or, if at any meeting the chairperson is not present within 15 minutes after the time appointed for holding it, the directors present may choose one of their number to be chairperson of the meeting.

66. The directors may establish one or more committees consisting of members of the Board. A committee so established may elect a chairperson of its meetings; if no such chairperson is elected or, if at any meeting the chairman is not present within 15 minutes after the time appointed for holding it, the members of the committee present may choose one of their number to be chairperson of the meeting.

67. A committee may meet and adjourn as it thinks proper. Questions arising at a committee meeting shall be determined by a majority of votes of the members present, and when there is an equality of votes, the chairman shall have a second or casting vote.

68. A resolution in writing signed by all of the directors of the Company, or by all of the members of a committee of them, and who are for the time being entitled to receive notice of a meeting of the directors, or, as the case may be, of such a committee, shall be as valid as if it had been passed at a meeting of the directors or such a committee duly convened and held.

69. A meeting of the directors or of a committee referred to in article 66 may consist of a conference between some or all of the directors or, as the case may be, members of the committee, who are not all in one place but each of whom is able (directly or by means of telephonic, video or other electronic communication) to speak to each of the others and to be heard by each of the others. Such a meeting shall be deemed to take place where the chairperson of the meeting then is.

## **CONFLICT OF INTEREST**

70. A director may not vote in respect of any contract, appointment, or arrangement in which he or she is interested and he or she shall not be counted in the quorum present at a meeting at which the matter is considered.

71. A director who is in any way, directly or indirectly, interested in a contract or proposed contract with the Company shall declare the nature of his or her interest at the Board meeting at which the question of entering into the contract is first raised, or at the next meeting held after he or she became so interested.

72. A copy of every declaration shall, within 3 days of making it, be entered into the register of disclosable interests maintained by the Company.

## **MINUTES OF MEETINGS**

73. The Company shall cause minutes to be entered in books kept for that purpose of –

- a) the names of the directors present at each meeting of its directors and of any committee of the directors;
- b) all resolutions and proceedings at all meetings of its directors and of committees of directors.

74. Such minutes shall be entered in the foregoing books as soon as may be after the appointment concerned is made, the meeting concerned has been held or the resolution concerned has been passed.

75. Any such minute, if purporting to be signed by the chairperson of the meeting at which the proceedings were had, or by the chairperson of the next succeeding meeting, shall be evidence of the proceedings.

76. Where minutes have been made in accordance with articles 73 to 76 inclusive, then, until the contrary is proved-

- a) the meeting shall be deemed to have been duly held and convened; and
- b) all proceedings had at the meeting shall be deemed to have been duly had.

## **REMUNERATION OF DIRECTORS**

77. Directors shall not be remunerated for acting as such. A director may however be remunerated for other services rendered to the Company, provided the conditions of Section 89 of the Charities Act 2009 are fulfilled.

78. Subject to compliance with any rules or protocols laid down by the Board, directors may be paid all travelling, hotel and other expenses properly incurred by them in attending and returning from meetings of the Board, any committee established by the Board, general meetings of the Company, or otherwise incurred in connection with attending to the business of the Company.

### **USE OF COMPANY PROPERTY BY DIRECTORS**

79. No director shall use Company property for his or her own use or benefit SAVE HOWEVER that *de minimis* use of Company property may be made by a director for the exclusive purpose of carrying out his or her duties as a director, when such use is sanctioned at a meeting of the Board.

### **POWER OF DIRECTOR TO ACT IN A PROFESSIONAL CAPACITY FOR THE COMPANY**

80. Any director may act by himself or herself, or his or her firm, in a professional capacity for the Company, and, subject to compliance with the conditions of Section 89 of the Charities Act 2009, shall be entitled to remuneration for professional services rendered, as if he or she were not a director.

### **ACCOUNTS**

81. The Company shall keep or cause to be kept adequate accounting records in accordance with Chapter 2 of Part 6 of the Act.

82. The accounting records shall be kept on a continuous basis and shall be sufficient to explain the Company's transactions and facilitate the preparation of financial statements that give a true and fair view of the assets, liabilities, financial position and profit or loss of the Company.

83. The accounting records shall include:

- a) entries from day to day of all monies received and expended by the Company;
- b) a record of the assets and liabilities of the Company;
- c) a record of all transactions whereby goods are purchased and sold;
- d) a record of all transactions whereby services are provided or purchased by the Company.

84. The Company's financial records shall be kept at the Registered Office or at such other place as the Board shall direct.

85. The Board shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the financial statements and accounting records of the Company shall be open to inspection of its members, not being directors of the Company.

86. The Board shall from time to time in accordance with the provisions of Part 6 of the Act cause to be prepared and to be laid before the annual general meeting of the Company such financial statements and reports of the directors and statutory auditors as are required by those provisions to be laid before the annual general meeting.

### **AUDIT**

87. Statutory auditors shall be appointed by the Company and their duties regulated in accordance with Part 6 of the Act.

88. The Board shall arrange for the statutory financial statements of the Company for each financial year to be audited by the statutory auditors.

## **SEAL**

89. The Company shall have a common seal that states the Company's name in legible characters.

90. The seal shall be used only on the authority of the Board, and every instrument to which the seal shall be affixed shall be signed by a director and shall be countersigned by the Secretary or by a second director or by some other person appointed by the Board for the purpose.

## **NOTICES**

91. A notice convening a general meeting shall be delivered by the Company to every person entitled to attend the same by hand/courier, by sending it by post to him or her to his or her registered address, or by e-mail to the e-mail address provided by the intended recipient.

92. A notice of any other description, including a notice convening a Board meeting may be delivered by hand/courier, by ordinary pre-paid post, or by e-mail.

93. Where a notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter containing the notice, and to have been received at the expiration of 24 hours after the letter containing the same is posted. Where a notice is served by e-mail, the service shall be deemed to have been effected at the expiration of 24 hours after the e-mail has been sent, unless there is a notified failure or error in delivery in that period.

94. The accidental omission to give notice of any meeting convened pursuant to these articles, or the non-receipt of such notice by any person entitled to receive notice shall not invalidate the proceedings at that meeting.

95. Notice of every general meeting shall be given in the manner herein before authorised to: every member, every director, the Secretary and the statutory auditor for the time being of the Company.

## **INDEMNITY**

96. The Company indemnifies each officer of the Company against any liability incurred in relation the Company, to the extent permitted by Section 235 of the Act.

## **INSURANCE**

97. The Company may discharge the cost of Directors' and Officers' insurance for its officers, on such terms as the Board shall decide.



Names, addresses and descriptions of Subscribers:

1. ..Pillie Jennings.. 13 St. Mary's TCE, Galway
2. ..Marion Ennis "Anagh" Taylor Hill, Rosap  
Galway
3. ..Dick Donaghy "Anagh" Taylor Hill, Galway
4. ..Anil Forrest The Rectory, Taylor's Hill, Galway
5. ..James C. Harold, Mount Park, Cillhugh, Banna  
Co. Galway
6. ..Pamie P. O'Gara 20 Keraby Pl.  
Salthill.
7. ..Peter Samson 4 Newcastle Rd. Galway

Dated the 13th day of Feb, 19 85

WITNESS TO THE ABOVE SIGNATURES:

John Waters  
JOHN WATERS,  
Solicitor,  
4, Chancery Place,  
DUBLIN 7.