

## **STANDING ORDERS**

### **Meetings**

1. The members of the Tournament & Play Committee [hereinafter called 'the Committee'] shall meet within 6 weeks of the Council meeting of Northern Ireland Bridge Union [hereinafter called 'the Union'] at which the members were elected at such time and place as the convenor appointed by the Council shall decide.
2. Meetings of the Committee shall be held at such times as, in the opinion of two members of the Committee or of four members of the Council of the Union, the business for discussion is sufficient to warrant the holding of a meeting.
3. Each member of the Committee and the Secretary of the Union shall be given at least 10 days notice by e-mail of each meeting of the Committee together with an agenda for the meeting.
4. The notice convening each meeting and the agenda shall be published on the website of the Union at least 7 days prior to each meeting of the Committee.
5. At the first meeting the Committee shall elect a Chairman from among the members of the Committee.
6. No business shall be transacted at any meeting of the Committee unless 4 members of the Committee are present at the time when the Committee proceeds to business.
7. In the absence of a quorum within 45 minutes of the time for which a meeting was called, the meeting shall be postponed.
8. The meetings of the Committee shall be chaired by the Chairman of the Committee and in his absence the Chairman shall be elected by the meeting
9. At every meeting of the Committee [except one called for special purposes] the minutes of the immediately preceding meeting shall be considered, and the business arising out of same shall be first considered unless the Chairman directs otherwise
10. Any resolution put to a vote shall be decided by a show of hands
11. The chairman of the meeting shall have a casting vote, if necessary
12. The chairman of the Committee shall arrange for minutes to be taken
13. The minutes of each meeting shall be published on the website of the Union within 14 days of each meeting after each member of the Committee attending such meeting shall have had an opportunity to comment on the draft minutes.

### **Powers**

The Committee shall have authority, subject to the direction of and in accordance with the principles laid down from time to time by the Council, to exercise the powers of the Council in relation to all NIBU competitions, including Congresses, Schools and Universities events and International matches held within Northern Ireland. The Committee will be responsible for agreeing the diary before submitting same to the Secretary of the Union. The Committee will be responsible for the appointment and training of the necessary Tournament Directors to run our various competitions. The committee will be responsible for the provision of all equipment to run said competitions. The Committee will be responsible for the provision of adequate properly

certified teachers of bridge throughout Northern Ireland. The Committee shall have the power to delegate authority to relevant properly appointed sub committees to conduct business on its behalf.

### **Interpretation**

In these standing orders:

1. The masculine shall include the feminine and the singular shall include the plural.
2. Member shall mean a member of the Northern Ireland Bridge Union.
3. The Council shall mean the Council of the Northern Ireland Bridge Union.