

# **BELL POST HILL BOWLS CLUB RULES**



**To be read in Conjunction  
with the Constitution of the  
Bell Post Hill Sports and  
Recreation Club Inc.**

Revision 8, August 2011

# Bell Post Hill Bowls Club Rules

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# Bell Post Hill Bowls Club Rules

## 1. DEFINITIONS

### 1.1 Name

The name of the Club is the Bell Post Hill Bowls Club, as part of the Bell Post Hill Sports and Recreation Club Inc

### 1.2 Interpretation

In these rules, unless there be something in the subject or context inconsistent therewith, the following interpretation shall operate:-

- a) The "Club" as mentioned in these rules means the Bell Post Hill Bowls Club
- b) Rules mean the rules of the Club in force for the time being
- c) The Committee means the Members for the time forming the Committee of Management as constituted in accordance with the rules and empowered to govern the Club.
- d) Month means calendar month
- e) Year means the Clubs financial year, and unless altered by the Members shall be from 1<sup>st</sup> May to the 30<sup>th</sup> April
- f) Association means Bowls Victoria
- g) Words importing the singular number include the plural, and vice-versa

### 1.3 Objects

The objects for which the Club is established are:-

- a) To maintain and conduct a Club of non-political character and to provide a Clubhouse, bowling green and other conveniences for the use and recreation of the Members at such place or places as decided by the Members from time to time.
- b) To raise and borrow any monies required for the purposes of the Club upon such terms and conditions and / or on such securities as may be determined by the Committee.
- c) To purchase, take, lease, exchange, hire or otherwise require any real or personal property and other rights and privileges necessary or convenient for any purpose of the Club
- d) To construct, alter, add to or maintain all buildings and other property belonging to and /or under control of the Club
- e) To sell, mortgage, improve, manage, develop, lease, dispose of, turn to account or otherwise deal with or part of the property of the Club, having regards at all times that the Club is prohibited from making distribution whether in money, property or otherwise to its Members
- f) To affiliate with Bowls Victoria and Geelong Bowls Region
- g) Such other objects as the Members shall determine, but always to have in mind the advancement and best interests of the game of bowls and the engendering by association of a fraternal feeling amongst bowlers
- h) To do all such things as are incidental for the purposes of the above objects
- i) Unless the Club, in General Committee, shall otherwise decide, the number of Members of the Club shall be unlimited

# Bell Post Hill Bowls Club Rules

## 2. MEMBERSHIP

### 2.1 Membership

The Club shall consist of the following classes of Members:

- a) Full Members
- b) Junior Members
- c) Life Members
- d) Honorary Members
- e) Social Members
- f) Special Members

Full Members and Life Members shall be entitled to all the privileges of the Club, whilst Honorary, Social and Special Members shall be entitled to such privileges as the Committee shall from time to time determine

### 2.2 Junior Member

Any person who has not attained the age of 18 years on the 1<sup>st</sup> May of the currant financial year shall be deemed to be a Junior Member.

If a person attains the age of 18 years during the currant financial year, then he/she will be come a full Member

### 2.3 New Full Members - Nominations and Admittance

**Definition:** Any person who normally plays bowls

- a) Any person 18 years of age and over wishing to become a full Member of the Club must be proposed by one Member and seconded by another, each of whom shall have a personal knowledge of the applicant.  
A nomination paper shall be signed by the applicant, proposer and seconder and shall contain the name, address and phone number of the candidate and the date of application.  
The nomination paper when properly completed shall be handed to the Honorary Secretary who shall post it on the Clubs notice board for exhibition, at least 14 days immediately proceeding the day of the next General Committee Meeting.
- b) New Members shall be admitted into the Club by the General Committee, by ballot and four adverse votes shall exclude the applicant.  
The decision of such Committee as to whether any candidate has been duly accepted or not shall be final without the need to justify the decision.
- c) Immediately on the acceptance of a new Member the Honorary Secretary shall forward or hand to such Member a copy of these rules, and constitution of the Bell Post Hill Sports and Recreation Club for the time being in force
- d) If a new Member fails to pay his subscription within 30 days after election, their acceptance shall be void unless justification of the delay be to the satisfaction of the General Committee.
- e) The payment of the subscription or using the Club's property shall imply a Members their acceptance in the rules, and regulations of the Club
- f) Any person whose application for Membership is rejected or whose acceptance is voided under Rule 2.3 (d) shall not again be nominated for a period of at least six months from the date of the rejection or voidance of Membership.

### 2.4 Life Members

**Definition:** Any person who has been awarded a Life Membership according to the following rules

- a) Any person who shall have rendered special service or services to the Bowls Club, may at any general or special General Meeting, on the unanimous recommendation of the Committee and on receiving the votes of at least three quarters of the Members present at such meeting, be awarded Life Membership of the Club
- b) A Life Member shall not be relieved of any other financial obligation other than the annual Life Member subscription
- c) Life Members may hold any office in the Association.

# Bell Post Hill Bowls Club Rules

## 2.5 Honorary Members

**Definition:** Any person who visits the Club for the purpose of participating in any Club function or tournament

- a) Subject to the approval of two Members of the General Committee:
  - i) friends of Members, and
  - ii) Members of, or persons playing for any other bowling Club,who may visit the Club, shall be Honorary Members for the day on which they visit the green
- b) Any Member of any bowling Club whose green is distant more than 16 kms (10 miles) from the Bell Post Hill Bowls Club may, on the introduction by a Member of the Bell Post Hill Bowls Club, be admitted by any Member of the General Committee as Honorary Member for a period not exceeding fourteen consecutive days without payment of any subscription. The General Committee shall have the power to extend the period for a further fourteen consecutive days, if so desired, on conditions to be determined at a meeting of the General Committee.
- c) The name and address of each Honorary Member, together with the name of the introducing Member, shall be entered in a visitors book to be kept for that purpose and the introducing Member shall be responsible for the bona-fides of the person introduced by him
- d) The General Committee shall have the power to withdraw any or all privileges from Honorary Members.
- e) Honorary Members are not and shall not be entitled to take part in any Annual or special meetings nor vote on any subject there of. They shall not have any right, title, or interest in or to any property of the Club.
- f) No person shall be allowed to become an Honorary Member of the Club or be relieved of the payment of any financial obligations except as provided by the rules

## 2.6 Special Members

**Definition:** A person who is required to undertake special duties for and on behalf of the Club, but is not a full Member of the Club.

The General Committee of the Club shall have the power to elect Special Members on such conditions as shall be fixed by such Committee from time to time.

## 2.7 Social Members

**Definition:** A person who supports the Club, but is not a Full Member, Life Member, Junior Member, Honorary Member or Special Member.

Social Members maybe elected in the same manner and subject to the same conditions as Special Members

## 2.8 Liability of Members

If a Member causes the Club or any officer of the Club to pay any money for any breach of these rules or for any unlawful act, such Member shall be civilly liable to the Club or such officer for the amount so paid.

## 2.9 Forfeiture of Membership

- a) If a Member fails to pay their annual subscription by the 30<sup>th</sup> of November for that financial year they shall cease to be a Member of the Club, but should a sufficient explanation be made to the Treasurer he/she shall have the power to restore their name to the register upon the agreement to pay the amount due.
- b) The Honorary Treasurer shall give notice to Members when their subscription is due.
- c) Should any Member of the Club from any cause cease to be a Member for one or more years they may be readmitted without paying back subscriptions, provided a majority of the Committee consent thereto.

## 2.10 Absence of Member

Any Member contemplating absence for a period may, on application to the Committee, be granted leave of absence for a period not exceeding two full seasons, subject to the payment of nominal amount fixed by the Committee

## 2.11 Resignation of Member

- a) Any Member wishing to retire from the Club shall give seven days notice in writing to the Honorary Secretary, and shall pay all monies due at the date of such notice
- b) Any Member retiring from the Club, or ceasing for any reason whatever to be a Member thereof shall not have any right, title or interest in or to any property of the Club.

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### 2.12 Expulsion of Members

- a) Every Member of the Club under takes to comply with these rules of the Club and any refusal or neglect to do so shall render such Member liable to immediate expulsion by the Committee from the Club.
- b) The Committee shall have the power to censure, fine, suspend or expel any Member for any conduct which is in its opinion unbecoming to a Member provided always that such Member shall be entitled to seven days notice of the charge against them and to be present at the hearing thereof by such Committee
- c) Any Member expelled in accordance with the rules or other wise ceasing to be a Member of the Club shall forfeit all rights to a claim upon the Club or its property or funds.
- d) At the expiration of any financial year in respect of which any person shall have paid their subscription, the General Committee, if it is in the opinion that it is undesirable in the interest of the Club that such person should continue to be a Member, may decline to accept any further subscription from such person.  
The Secretary shall notify such person of this decision and they shall thereupon cease to be a Member of the Club.  
They shall have the same right of appeal and on the same conditions as stated on rule 2.12(e)
- e) Any Member who is declined Membership by the Committee shall be entitled to appeal against the decision and a meeting of the Club shall be called for that purpose and convened by the Committee at their request.

# Bell Post Hill Bowls Club Rules

## 3. MEETINGS

### 3.1 Management by Members

The management of the Club shall be in the hands of the Members of the Club, through the Annual General Meeting and / or Committee meetings as here in under provided.

### 3.2 Annual General Meeting

- a) The Annual General Meeting of Members shall be held at a date and place to be fixed by the General Committee, but not later than the 31st day of May in each year.
- b) Fourteen days notice in writing shall be given to all Members of the time and place appointed by the General Committee for such meeting and a copy of the notice shall be posted on the notice board inside the pavilion fourteen days before the date of such meeting.
- c) The business to be transacted at the Annual meeting shall be in the following order:
  - 1) Receive and confirm the minutes of previous Annual and or Special Meeting
  - 2) Receive the Annual reports
  - 3) Consideration of and adoption of Annual reports
  - 4) Presentation of balance sheet and statement of account
  - 5) Consideration and adoption of balance sheet and statement of accounts
  - 6) Fix amount of all annual subscriptions
  - 7) Election of office bearers (see 4.1(b))
  - 8) Nomination and election of GBR delegates (see 6.11)
  - 9) Nomination and election of the Chairman of the Selection Committee, but on the resolution of the Members this matter may be referred to the General Committee with power to act.
  - 10) Nomination and election of the Chairman of the Tournament Committee, but on the resolution of the Members this matter may be referred to the General Committee with power to act.
  - 11) Nomination and election of the Press Secretary, but on the resolution of the Members this matter may be referred to the General Committee with power to act.
  - 12) Transact any other business affecting the interest and welfare of the Club, of which due notice has been given according to the rules.
  - 13) Elect Trustees if there should be a vacancy or vacancies

### 3.3 Voting

- a) At any Annual General Meeting or Special General Meeting of the Members, the election of all officers (where there are more nominations than vacancies) shall be by ballot which shall be conducted by two scrutineers appointed at such meeting.  
If two or more candidates receive an equal number of votes, the chairman shall in such a case, have a second or casting vote.
- b) All questions for decision of the Members at an Annual or Special General Meeting shall be duly proposed and seconded, and shall be determined by a show of hands unless a ballot is asked for by ten Members present.  
The ballot may then be taken at the meeting.  
When a ballot is taken at the meeting, two scrutineers shall be appointed by those present to conduct the ballot.  
The result of each ballot shall be deemed to be resolution of the Club adopted at such meeting
- c) The Chairman of the meeting shall be entitled to vote and when the votes are equal, except in the case of the election of officers, the motion, or amendment as the case may be, shall pass in the negative
- d) At the Annual General Meeting of the Members, only such Members who were financial at the close of the previous financial year (30<sup>th</sup> April) shall be entitled to attend such meeting.  
This provision shall apply to any Special General Meeting of Members held between the close of the previous financial year and the Annual General Meeting.  
At all other Special General Meeting only Members who are financial according to these rules shall be entitled to attend such meetings.  
The chairman shall be entitled to vote at all meetings and when votes are equal, the motion or amendment, as the case may be, shall pass in the negative.
- e) At any Special General Meeting of the Members, unless a poll is demanded by at least ten Members, a declaration by the Chairman for the time being that a resolution has been carried by a particular majority or lost or not carried by a particular majority and an entry to that effect in the minute book of the Club shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour or against such a resolution

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- f) All resolutions at the Annual General Meeting or Members or at any Special General Meeting of the Club shall be conclusive and binding on all Members, whether they shall have been present at such meeting or not
- g) All questions for the decision of the General Committee or any sub Committee shall be proposed and seconded and the result thereof determined by a show of hands unless a ballot be requested by at least three Members.

### 3.4 Proxy Votes

There shall be no Proxy Votes at any Annual or Special General Meeting of the Club  
Only members who are present at the meeting may vote

### 3.5 Special General Meeting

- a) A Special General Meeting shall be convened by the President or the Honorary Secretary upon receiving a requisition in writing to that effect, from five Members of the Committee, or from not less than fifteen Members of the Club whose subscriptions are not in arrears.
- b) The date of holding such meeting shall be fixed by the Committee, and shall be held not less than seven days and not more than twenty eight clear days from the time of receiving the requisition, provided always that such requisition shall state clearly the object of such Special General Meeting and no matters shall be discussed except those stated in the written requisition.
- c) On receipt of any requisition requesting the holding of a Special General meeting, the President or Honorary Secretary shall immediately post the same on the notice board of the Club and give at least seven days notice to every Member.

### 3.6 Quorum

- a) At any Annual or Special General Meeting of the Club, twenty Members shall for a quorum
- b) At all Special General Meeting of the Members of the Club, should a quorum not be present within 30 minutes of the specified time, then such meeting, if convened upon the requisition of Members, shall be dissolved.  
In any other case, it shall stand adjourned to such day as the General Committee shall determine at the same time and place, and if at such adjourned meeting other than an adjourned Annual General Meeting, a quorum of Members is not present, it shall lapse.
- c) In the case of an adjourned Annual General Meeting, the Members present at such adjourned meeting shall form a quorum.  
No notice of any adjourned meeting need be given to Members, but notice thereof shall be posted on the Club notice board.
- d) At any meeting of the Management Committee, 7 Members shall form a Quorum.



# Bell Post Hill Bowls Club Rules

## 4. COMMITTEE

### 4.1 Management by Officers, Committee

- a) The Members shall vest control and business of the Club in a General Committee of Management elected by them at the Annual General Meeting, such Committee shall consist of the Officers of the Club as here in after provided and shall hold office until their successors are elected.
- b) The officers of the Club shall consist of:
  - i) one President,
  - ii) two Vice Presidents,
  - iii) one Honorary Secretary,
  - iv) one Honorary Treasurer, and
  - v) a minimum of six Committee members

The Ladies Section President and the Ladies Section Secretary shall be ex-officio members of the General Committee

- c) There shall be no restriction on any Member of this General Committee holding dual office. (except for the position of Auditor) – refer Clause 5.8
- d) In addition to the above, the immediate past President shall continue to be a Member of the General Committee after the expiration of his term of office, as President.
- e) Nominations for these positions and nominations for the positions of representatives to represent the Club on the Geelong and District Bowls Association shall be in writing signed by the candidate and his proposer and his seconder and shall be lodged with the Honorary Secretary not less than seven days before the date fixed for the Annual General Meeting.
- f) All retiring officers shall be eligible for re-election
- g) If there are insufficient nominations submitted to the Honorary Secretary, nominations may be taken from the floor during the meeting
- h) The Management Committee shall meet at least once in each month for transaction of the business of the Club, and the President and/ or Honorary Secretary shall, when necessary or when requested by three Members of the General Committee convene a special meeting of that Committee
- i) The Honorary Secretary shall give at least seven days notice of all Extraordinary Committee Meetings to all Members of the Committee.
- j) The President, or Vice President, or in their absence one of the Committee shall preside at all Committee meetings.
- k) Should any Member of the Committee fail to attend three consecutive meetings without leave or apology delivered at or prior to the meetings, they shall thereupon cease to be a Member of the Committee.
- l) The General Committee may from time to time delegate any of their powers to such sub-Committee or sub-Committees, consisting of Members of the Club, as they think fit to appoint and may recall or revoke any such delegation or appointment.  
Any such sub-Committee shall in the exercise of the powers so delegated conform to any regulation that may be prescribed by the General Committee and shall be subject and subordinate to such General Committee, provided always that the General Committee shall have no power to delegate their control of the supply of liquor to the Club.

### 4.2 Resignation

No office bearer or other officer of the Club shall be held to have resigned his office until their resignation in writing shall have been accepted by the Committee.

### 4.3 Vacancies

The General Committee shall have power should a vacancy occur in their number, to fill such vacancy for the unexpired term, from the Members of the Club qualified to accept office.

### 4.4 Powers and Functions

**The Committee shall have power to:**

- a) To select Sub-Committees, fill vacancies, make appointments, make laws in conformity with the rules of the Club, and do all such acts and things that it deems advisable for carrying out and managing the business and affairs of the Club.  
All Sub-Committee and persons appointed for special purposes by it shall be subject to and subordinate to the Committee
- b) On the authority of the Annual General Meeting or of a Special General Meeting of the Club to impose levies on the Members.
- c) To deal with resignations of Members which must be submitted in writing.

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- d) To interpret the rules, laws of the Club, with the interpretations of the General Committee being final.
- e) To carry out all resolutions passed at an Annual General Meeting or Special General Meeting of the Club.
- f) To enforce discipline by fines or by expulsion for any misconduct or wilful infringement of the rules and Bell Post Hill Sports and Recreation Club Constitution
- g) To deal with any other matters which may arise are not specially provided in the rules of the Club
- h) To cause correct accounts and books to be kept, showing the financial affairs of the Club and the particulars usually shown in the books of accounts of a like nature.  
They shall authorize all expenditure including any expenditure passed at any Annual General or Special General Meeting and direct the method of dealing with monies received for on behalf of the Club.

## 4.5 Duties of Officers and Committee Members

### 4.5.1 President

#### The duties of the President shall be:

To preside at all meetings, to regulate and keep order in all proceedings and carry into effect the rules and laws of the Club

### 4.5.2 Honorary Secretary

#### The duties of the Secretary shall be:

To carry out those duties usually associated with the office of Secretary, including, but not limited to:

- a) To be the Executive Officer of the General Committee, they shall, if possible, attend all meetings of the Committee and of General Meetings of the Club.
- b) To record the minutes in a book to be kept for that purpose
- c) To conduct all correspondence relating to the general business of the Club to prepare for submission to the Annual General Meeting of the Club,
- d) The report of the Committee on the activities of the Club during the year
- e) To keep a register of the Club Members setting forth the name in full and address of each Member.
- f) Every Member shall communicate in writing his address or any change thereof to the Honorary Secretary who shall register same, and immediately pass the information on to the Treasurer.  
All notices posted, delivered, or e-mailed to such address shall be deemed to have been duly received  
If no address be given, notices left on the Club's notice board shall be deemed to have been delivered

### 4.5.3 Treasurer

#### The duties of the Treasurer shall be:

- a) To receive all monies to the fund of the Club and within a reasonable time to deposit or arrange for the deposit of such monies with the Clubs bankers.
- b) To pay all approved accounts
- c) To keep correct accounts of all monies received and general expenses.
- d) To prepare and submit financial statements to annual meetings
- e) To produce a statement of cash transactions and of the financial position of the Club, including the bank balance at each Committee meeting
- f) To keep an accurate and up to date record of payments of Membership fees and relevant dates of each Member for the current year

### 4.5.4 Greens Director

- a) The Committee shall have power to appoint a Greens Director or Directors
- b) These directors shall have full control and supervision of the playing area and power to prevent play at any time when it is considered the playing area may be injured thereby. Notice posted by any of the directors shall be sufficient. No Member shall be allowed to play on playing area unless wearing smooth rubber soled or heelless shoes.
- c) In the absence of the Directors, any two of the General Committee, on the advice of the Green Keeper shall have power to prevent play at any time.  
In all other respects the supervision and control of the playing area and lawns shall be in the hands of the General Committee whose ruling there on shall be final.

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## 4.5.5 Duties of GBR Delegates

- a) The Delegates to the GBR or other Association controlling the game of bowls shall be elected by the Annual General Meeting.
- b) Any delegate absenting himself/herself from two consecutive meeting of the GBR without good and valid reasoning to the satisfaction of the General Committee shall be held to have vacated their office.
- c) The General Committee shall have power to fill any vacancy.

## 4.5.6 Tournament Committee

- a) The Annual General Meeting shall elect the Chairman of the Tournament Committee
- b) The Tournament Committee, comprising at least three financial Members, shall be volunteers or nominees selected by the Chairman of the Tournament Committee
- c) The duties of the Tournament Committee shall be to select, control and manage all Club fixtures and all matters relating to the Club.
- d) In the event of any Member of the Tournament Committee vacating their position for any reason whatsoever then such vacancy shall be filled by another financial Member or Members, to be appointed by the General Committee.

## 4.5.7 Selection Committee

- a) The Annual General Meeting shall elect the Chairman of the Selection Committee
- b) The committee shall comprise
  - i) the Committee Chairperson
  - ii) Selection Committee members
- c) The Selection Committee shall be volunteers or nominees selected by the Chairman of the Selection Committee
- d) Their duties shall be to select and arrange pennant teams and to arrange handicaps.
- e) The Selection Committee shall have power to co-opt any Member or Members to assist in such selection but the final decision shall rest entirely with the General Committee.

## 4.5.8 Press Secretary

### The duties of the Press Secretary shall be:

- a) To arrange publication in the appropriate media of all pennant teams
- b) To arrange publication in the appropriate media of all club events
- c) To arrange publication in the appropriate media of all winners of club events, including tournaments, competitions raffles and prizes
- d) To arrange publication in the appropriate media for any other information that the Committee directs

## 4.6 Indemnity of Officers

If the Honorary Secretary or Honorary Treasurer in their office as such has paid or is liable to pay money for any act, default or omission of any other person, such money shall be refunded by the Club or paid by the Club.

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## 5. FINANCE

### 5.1 Financial Banking Accounts

- a) The banking account of the Club shall be kept with such bank as shall from time to time be appointed by the General Committee and all monies banked therein.
- b) All cheques drawn on the account shall be signed by two of the following officers,
  - i) the President,
  - ii) the Honorary Treasurer or
  - ii) Honorary Secretary,provided that should any of these be absent through illness or other cause and a substitute or acting appointment be made by the Committee, then such a person acting in the place of any one of the officers mentioned shall be empowered to sign cheques on the Clubs bank account in like manner

### 5.2 Accounts

No expenditure exceeding \$50.00 shall be entered into without the consent of the Committee, except for the Green Keeper's requirements and special functions.  
In the latter these expenditures shall be approved by all of the Executive Committee

### 5.3 Trustees

- a) All real and personal property of the Club shall be vested in the Trustees for the time being of the Club in trust for Members of the Club.
- b) There shall not be less than 2 or more than 4 Trustees of the Club who shall be appointed by the Committee of the Club.
- c) A Trustee shall vacate the office.
  - 1) On ceasing to be a full Member of the Club
  - 2) Death or resignation
- d) Removal by Committee in this case the full circumstances regarding removal shall be disclosed to the next General Meeting of the Club,  
Such vacancy shall be filled by the General Committee
- e) The Trustees shall be subject to the direction of the Committee and shall sign a declaration of trust in all matters deemed necessary by the General Committee
- f) The Trustees shall have the power to invest money and adopt such measures as may appear to be necessary with the approval and sanction of the General Committee
- g) The Trustees shall be and are hereby indemnified by the Club against any liability they or any of them may now or here after incur as such Trustees

### 5.4 Control Over Assets

- a) The negotiation of a loan, or
  - i) the issuing of debentures, or
  - ii) the giving of any security over any property of the Club, or
  - iii) the selling or purchasing any reality, or
  - iv) the leasing of any land or buildings the property of the Club for any term exceeding 3 years, and
  - v) all other measures in any way exceeding the liabilities of the Club beyond the assets and estimated revenue of the Clubshall require the previous sanction of a Annual General Meeting or Special General Meeting of the Club,
- b) The property of the Club shall be subject to the control and disposition of the Committee who are empowered to negotiate loans issues debentures and sell or purchase any reality, and lease any land or buildings of the Club for any term exceeding 3 years, subject to such sanction as aforesaid.
- c) The orders in writing of a quorum of those assembled at the meetings, and signed by the chairman of the day, and attested by the Secretary shall be obligatory upon and a justification to the Trustees as to anything thereby directed, and shall vindicate anything done or purported to be done by them in pursuance of such direction, and no person not being a Member of the Club shall be entitled to enquire into the regularity of such direction beyond the verification of the signature of the Honorary Secretary

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## 5.5 Subscriptions

- a) The amount of Members subscriptions shall be fixed from year to year by the Members at the Club's Annual General Meeting,
- b) Such subscription shall be due and payable immediately after being fixed at such annual meeting
- c) If a Member enters after 1<sup>st</sup> day of January in any year, their subscription for the remaining portion of the year shall be fixed at the discretion of the Treasurer.
- d) The General Committee is empowered to prevent any Member whose subscription is in arrears from exercising the whole or any of the privileges of the Club.
- e) If any Member fails to pay their annual subscription prior to 30<sup>th</sup> November of the financial year in any year their Membership shall cease.

## 5.6 Borrowing Powers

- a) If at any time the Club at an Annual General Meeting or a Special General Meeting shall pass a resolution authorizing the General Committee to borrow money, the General Committee shall there upon empowered for the purpose of the Club to borrow such amount of money, either at or from time to time and at such rate of interest and in such form any manner and upon such security as shall be specified in such resolution.
- b) There upon the Trustees shall, at the direction of the General Committee, make all dispositions of the Club property or any part there of, and enter into such agreement in relation there to as the General Committee may deem proper for giving security for such loans and interest
- c) All Club Members shall be bound by the decision of the meeting

## 5.7 Books

Proper books of accounts shall be kept by the Treasurer, and these shall be open to the inspection of any Member of the Committee in any reasonable time.

## 5.8 Audit

- a) The Auditor shall be appointed by the General Committee
- b) The Auditors shall not hold any other office within the Club (refer Clause 4.1.b)
- c) The Auditors shall have power at all times to examine the books and documents of the Club
- d) The Auditor shall also as soon as convenient after the close of the financial year audit the income and expenditure and balance sheet setting forth the financial business of the Club since the end of the preceding financial year
- e) The statement shall be prepared by the Honorary Treasurer.
- f) The Auditor's Report shall be submitted to the Annual General Meeting

# Bell Post Hill Bowls Club Rules

## 6. GENERAL

### 6.1 Solicitors

There may be an Honorary Solicitor to the Club, and may be appointed by the Committee upon such terms and for such period as such Committee shall direct.

### 6.2 Club Colours

The colours of the Club shall be as the Committee from time to time determines, subject to approval or rejection by the Royal Victorian Bowling Association or any other Association covering the activities of the Club

### 6.3 Supply of Liquor

- a) No liquor shall be sold or supplied to any person under 18 years of age
- b) A visitor shall not be supplied with liquor in the Club premises unless in the company of a Club Member
- c) No payment or part payment of any Secretary, Manager or other Officer or Servant of the Club shall be made by way of commission or allowance from or upon receipt of the Club for alcohol drink supplied

### 6.4 Gambling, Foul Language

- a) On the Club premises no objectionable language or gambling or betting shall be allowed.
- b) Any infringement of this rule may be brought under the notice of the Committee, which shall have the power to inflict a fine not exceeding \$100.00 on the offending Member and no Member so fined shall be permitted to enjoy the privileges of Membership until such fine has been paid

### 6.5 Damage to Property

- a) No Member shall remove from Club premises or deface or injure any article of Club property.
- b) Members so doing shall pay restitution for such act or acts as same as fixed by a meeting of the Committee

### 6.6 Dissolution

- a) The Club may be dissolved or wound up at a Meeting of the Club called for that purpose of which half the Members eligible to vote shall be present or confirmed by a resolution of two thirds majority of those present.
- b) The General Committee shall at a future date as shall be specified in such resolution, proceed to sell all assets of the Club and out of net proceeds of such sale satisfy all the liabilities of the Club.
- c) Net proceeds of the sale shall be divided amongst and between such charitable institutions in such manner and proportions as the Trustees in their absolute discretion may decide.
- d) No Member shall be entitled to share in or receive any benefit from such net proceeds.

### 6.7 Alteration to Rules

No new rule shall be made or any existing rule altered or repealed except at an General Committee Meeting

### 6.8 Interpretation of Rules

In the event of any doubt or difficulty arising as to the meaning of any rule, law or regulation, or should any question arise as to their interpretation, the General Committee shall have the power to pronounce a decision thereon and its decision shall be final and binding on the Members, subject only to affirmation or reversal by a Special General Meeting called for that purpose.

### 6.9 Visitors

- a) Every Member shall be allowed to introduce visitors to the Club, subject to such regulations as the Committee shall from time to time determine, provided that no person shall be introduced as a visitor who has been expelled from Membership from a bowling Club or whose conduct or presence on Club premises shall be considered objectionable or prejudicial to the interests of the Club.
- b) A Member shall be entitled to introduce an approved visitor for a period not exceeding one month and shall notify the Secretary thereof.

# Bell Post Hill Bowls Club Rules

## 6.10 Disputes, suggestions, etc

- a) All suggestions and complaints must be made in writing to the Secretary and shall bring same before the General Committee at the next meeting.
- b) Should any dispute or disagreement arise between Members on Club premises, the same may be referred in writing to the General Committee by either party.
- c) The General Committee shall have the power to deal with same and impose a fine as it shall consider fit.
- d) Until such fine has been paid the Member in default shall not be entitled to exercise any of the privileges of the Club.

## 6.11 Non compliance with rules.

Non compliance with any of the rules shall not render any proceeding void unless the Members at a General Meeting so direct.

## 6.12 Application of profit

- a) The Club is a not-for-profit, amateur sports club
- b) The profits and income of the Club shall be applied to the promotion of the purposes for which Club Members are associated together and no payment of any dividends or distributions of profits or income to or amongst Club Members can be made.
- c) Provided that nothing contained herein shall prevent the payment by way of honorarium or refund of expenses to any officer of the Club for services rendered to the Club.

## 6.13 Extra Rules

- a) The Committee shall have power from time to time to make other rules and regulations not inconsistent with these for the efficient working of the Club.
- b) The Honorary Secretary shall have a book left in the Clubrooms for that purpose. The book shall be made available for inspection by the Members.

## 6.14 Clubhouse open

The Clubhouse shall be open to Members for any such times and on such conditions as may be decided by the Committee from time to time.

## 6.15 Laws of the game of Bowls.

- a) The laws of the game of bowls as adopted from time to time by Bowls Australia / Bowls Victoria shall apply to all games played under the control of the Club except when specifically stated otherwise.
- b) Failure to observe any such laws will render the offending player liable to disqualification from the competition or match.