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## **SECTION 1 : STATUS OF REGULATIONS**

### **REGULATIONS BINDING**

1. These Regulations are made under rule 34 of the Constitution. Without limiting the Board's power under the Constitution, these Regulations or otherwise, the Board may review, amend and enforce these Regulations as it deems necessary or appropriate.
2. These Regulations are binding on all Members.

### **INTERPRETATION**

3. These Regulations shall be interpreted in a manner consistent with the Constitution. Any word or phrase which is defined in the Constitution will have the corresponding meaning in these Regulations unless otherwise set out.
4. A reference to the male gender shall include the female gender.

## **SECTION 2 : MEMBERSHIP**

5. The Club shall consist of the following classes of Members:-
  - (a) Affiliated Members.
  - (b) Life Members.
  - (c) Social members.
  - (d) Honorary Members.
  - (e) Special Members.
  - (f) Junior Members.

### **LIFE MEMBERS**

6.
  - (a) Persons to be eligible for Life Membership must have been a member of Shepparton Park Bowls Club for at least 10 years.
  - (b) They must have given exceptional service to the Club and the sport of bowls during that time.
  - (c) They must have been an active in promotion of the affairs of the Club.
  - (d) Service at the former Shepparton and Kialla Park clubs can be included in any submission, but service to Shepparton park Bowls Club will be the prime consideration.
7. A Life Member shall not be relieved of any financial obligation other than the Club Annual Subscription.
8.
  - (a) A Life Member, whilst remaining an affiliated member, is entitled to hold office and vote at all meetings of the Club.
  - (b) A Life Member shall remain a Life Member even if he ceases to be an affiliated member but shall assume the status of non-playing member thus relinquishing the rights accorded to an affiliated member.

### **SOCIAL MEMBERS**

9. A person may be nominated and approved as a Social Member as set out in Clause 5 of the rules.
10. The Board shall have power to withdraw any or all privileges from Social Members.
11. Social Members are not and shall not be entitled to take part in any annual or special meeting nor vote upon any subject thereat. They shall not have any right, title or interest in or to any of the property of the Club.

### **HONORARY MEMBERS**

12. Members of other Bowls Clubs present at the Club for the purpose of playing bowls or acting as officials are Honorary Members for that day.
13. Any member of any Bowls Club whose green is distant more than 20km from the Club premises may, on the introduction by a member of the Club, be elected by any two members of the Board as an Honorary Member for a period not exceeding fourteen (14) consecutive days without payment of any subscription, and the Board shall have power to extend the period for a further fourteen (14) consecutive days, if so desired, on conditions to be determined by the Board.
14. Honorary Members may be elected and the period of their membership fixed or extended by an Election Committee consisting of any two members of the Board and the name and address of each Honorary Member, together with the name of the introducing member and the names of the members of the Board by whom they are elected shall be entered in a book to be kept for that purpose, and the introducing member shall be responsible for the bona fides of the person introduced.
15. The Board shall have power to withdraw any or all privileges from Honorary Members.

16. Honorary Members are not and shall not be entitled to take part in any annual or special meeting nor vote upon any subject thereat. They shall not have any right, title or interest in or to any of the property of the Club.
17. No person shall be allowed to become an Honorary Member of the Club or be relieved of the payment of subscription or other financial obligations, except as provided for by these Rules.

#### **SPECIAL MEMBERS**

18. Public officials, civic or parliamentary dignitaries may be elected Special Members of the Club by the Board on such conditions and for such period as the Board shall determine.
19. Special Members shall not be eligible to hold office or to vote at any meeting of the Club nor to participate in official bowls fixtures but shall be entitled to use the clubhouse facilities and accommodation of the Club.

#### **JUNIOR MEMBERS**

20. No person under the age of eighteen (18) years shall be admitted as a member other than as a Junior Member.
21. Any person aged less than eighteen (18) years who is nominated and approved for Junior Membership of the Club in accordance with these Rules is eligible to be a Junior Member on payment of the entrance fee and Annual Subscription payable under these Rules.
22. Junior Members shall not be entitled to purchase or consume liquor on the premises of the Club nor shall they be eligible to hold office or vote at any meeting of the Club, but shall be entitled to participate in such Bowls activities on the greens as the Board shall determine.
23. On attaining the age of eighteen (18) years, Junior Members shall be ineligible to continue in such membership class but shall be eligible for nomination and election to other membership as provided in these Rules without delay.

#### **APPLICATION FOR MEMBERSHIP**

24. A person aged not less than 18 years who is nominated and elected to membership as provided in these rules is eligible to be a member of the Club on payment of the annual subscription payable under these Rules.
25. A person who is not a member of the Club at the time of the incorporation of the Club (or who was such a member at the time but has ceased to be a member) shall not be elected to membership:-
  - (a) unless he is nominated as provided in sub-clause (3); and
  - (b) his admission as a member is approved by the Board.
26. A nomination of a person for membership of the Club:-
  - (a) shall be made in writing and
  - (b) shall be lodged with the Secretary of the Club.
27. As soon as is practicable after the receipt of a nomination the Secretary shall post it on the Club's notice board for exhibition at least seven days immediately preceding the day of election and an interval of not less than two weeks shall elapse between the date of nomination and election.
28. Members shall be elected by the Board by ballot and
  - (a) three adverse votes shall exclude the applicant.
  - (b) the decision of the Board as to whether any candidate has been duly elected or not shall be final.
  - (c) a record shall be kept by the Secretary or members of the Board voting at any election of Members of any classification.
29. Upon a nomination being approved by the Board, the Secretary shall, with as little delay as possible, notify the nominee in writing that he is approved for membership of the Club and request payment within the period of 28 days after receipt of the notification of the sum payable under these rules as the entrance fee and the first year's annual subscription.
30. The Secretary shall upon payment of the amounts referred to in clause 29 within the period referred to in that sub-clause, enter the nominee's name in the register of members kept by him and, upon the name being so entered, the nominee becomes a member of the Club.
31. If a newly elected member fails to pay his subscription within 28 days after his election, his election shall be void unless he justify the delay to the satisfaction of the Board.
32. The payment of the subscription or using the Club's property shall imply a member's acquiescence in the Rules and Regulations of the Club.
33. Any person whose application for membership is rejected or whose election is voided under Rule 5 shall not again be nominated for a period of at least six months from the date of the rejection or voidance of membership.
34. A right, privilege, or obligation of a person by reason of his membership of the Club:-
  - (a) is not capable of being transferred or transmitted to another person;
  - (b) terminates upon the cessation of his membership whether by death or resignation or otherwise.

## **RENEWAL OF MEMBERSHIP**

35. Payment of the annual affiliation fee as determined by the Board from time to time shall constitute an application for renewal of membership under Rule 5 of the Constitution.
36. The receipt of an application for renewal of membership in this form may be accepted or rejected by the Board as it sees fit.

## **SECTION 3 : ANNUAL SUBSCRIPTIONS**

37. Affiliated and Junior members shall pay all affiliation and capitation fees levied by State and local Associations unless qualifying as a "Dual Member" in accordance with the State Authority's rules
38. Pro-rata subscriptions for Affiliated and Junior membership of fifty (50) percent may be applied by the Board on or after January 1<sup>st</sup> each year.
39. In the case of a Affiliated Member being a full time student, the Board may reduce the Club membership subscription to that of a Junior Member without affecting his membership rights.

## **SECTION 4 : BOARD COMMITTEES**

40. The Board of Management shall form the following Committees to assist its operations;
  - (a) Finance Committee
  - (b) Bowls Committee
  - (c) House Committee
  - (d) Membership Committee
  - (e) Greens Committee
  - (f) Bar Committee
  - (g) Catering Committee
  - (h) Sponsorship Committee
  - (i) Social Committee
  - (j) Major Events Committee
  - (k) Charity Day Committee
  - (l) Other committees as may be deemed necessary from time to time.
41. The Board shall appoint a member to act as Booking Officer, with the task of taking bookings from outside groups and members who wish to hire the greens or clubhouse. The Booking Officer will refer to the Board any bookings of a major nature.

### **FINANCE COMMITTEE**

42. The Finance Committee will function under the leadership of the Treasurer.
43. The Bar Manager, Sponsorship Manager, Catering Manager and Social Activities Manager shall be members of the Committee.
44. The Committee shall be responsible for drafting budgets at the beginning of the financial year.
45. The Committee shall provide regular progressive reports to the Board of the Club's financial status against these budgets.
46. The Committee shall ensure that all monies received are receipted and banked and all authorised expenses paid in a timely manner.
47. The Committee shall ensure that payroll, superannuation, and GST matters are dealt with in an appropriate manner.

### **BOWLS COMMITTEE**

48. The Bowls Committee is responsible for organising all bowls related activities undertaken at the Club.
49. The Bowls Committee shall comprise;
  - a) Bowls Director Female
  - b) Bowls Director Male
  - c) Bowls Committee Secretary
  - d) Tournament Secretary
  - e) Match Committee Chairperson
50. The Bowls Committee shall have the power to co-opt up when necessary.
51. If a Bowls Director is unable to attend a Board meeting, another member of the Bowls Committee may be deputised to attend in his place with full voting rights.
52. The Bowls Director in the second year of office shall act as chairperson of the Committee.

53. The Bowls Director Female may call a meeting of lady members, and the Bowls Director Male may call a meeting of male members whenever it is seen as appropriate. Any recommendations from such meetings shall be taken to the next Bowls Committee meeting.
54. The Bowls Committee shall form sub-committees to conduct the bowls programs. They shall attempt to ensure that, wherever possible, both genders shall be represented on these sub-committees.
55. Sub-committees of the Committee shall include those listed under Regulation 108 and others as deemed appropriate. Members of each sub-committee shall elect a member to chair the committee from amongst its members.
56. The Bowls Committee shall liaise with the Greens Director, Catering Manager, Sponsorship Manager, **Booking Officer** and the House Committee in the organisation of bowls events.
57. The Committee shall encourage members to undertake coaching courses, and make recommendations to the Board in obtaining the services of a club coach.
58. The Committee shall endeavour to encourage members to undertake umpiring courses so that the Club has an adequate number of umpires and measurers.
59. The Committee shall keep a register to ensure the loan and return of bowls is properly recorded.
60. Members of the Bowls Committee shall be ex-officio members of all sub-committees.

### **HOUSE COMMITTEE**

61. The House Committee will function under the leadership of the Deputy Chairman.
62. The House Committee shall consist of the Chairperson plus volunteer Financial Members.
63. Breakdown of equipment in the kitchen, bar or toilets is to be reported to the Chairman of the House Committee as soon as possible,
64. Seasonal duties of the Club House Committee shall be to:
  - (a) Maintain all equipment necessary for the Club House to function in compliance with the Health Regulations and Occupational Health and Safety Standards.
  - (b) Ensure there is ample supply of cleaning and toiletry products at all times.
  - (c) Ensure that toilets, male and female, and immediate areas are clean at all times.
  - (d) Clean tables and chairs, vacuum and sweep all floor areas as required.
65. The Club House shall be open to all members and visitors during the following times;
  - (a) Events organised by the Match Committee
  - (b) Social Committee events
  - (c) Tournaments conducted by the Club.
  - (d) At any such time as the Board may determine
66. A "Key Register" shall be maintained by the House Committee for all keys distributed to members clearly indicating the key number, lock code, date of issue and recipients signature.
67. Keys to the Club House shall be distributed to each member of the Board.
68. The Deputy Chairman may, at his discretion or direction of the Board, distribute additional keys to members provided that the "Key Register" is signed.
69. The House Committee shall be responsible for all areas inside the clubhouse and the plaza area.

### **MEMBERSHIP COMMITTEE**

70. The Membership Committee will function under the leadership of the Membership Director.
71. The Membership Committee shall consist of the Chairperson plus volunteer Financial Members.
72. The duties of the Membership Committee to any potential member shall be to:
  - (a) Ascertain the eligibility.
  - (b) Be the first point of contact
  - (c) Appoint a Financial Member of the Club to act as sponsor for that member.
73. The Membership Director shall ensure that any Application for Membership is handed to the Secretary in accordance with Rule 5 of the Constitution.
74. The Membership Director shall oversee the operations of the two Member Protection Officers, one of each gender.
75. The Membership Director shall oversee the operations of the two Welfare Officers, one of each gender.
76. The Committee shall develop policies and programs designed to increase membership and the development of member opportunities.
77. The Committee will maintain an up to date information pack for new members detailing relevant details of uniforms, ordering procedures, locker availability, etc.

### **MEMBER PROTECTION OFFICERS**

78. The Membership Director shall arrange the appointment of two Member Protection Officers, one of each gender.
79. The Member Protection Officer shall carry out the duties and directions as contained in the Member Protection Policy displayed in the Club House

80. The Member Protection Officer shall be the first point of contact for any member having a grievance concerning sexual harassment, discrimination or vilification.

### **GREENS COMMITTEE**

81. The Greens Committee will function under the leadership of the Greens Director.
82. The Greens Committee shall consist of the Director, plus volunteer financial members.
83. The Greens Director or in his absence a member of the Greens Committee shall have power to prevent play at any time when in their opinion damage may be incurred to the green as a result of play thereon.
84. Should play be prevented at any time the Greens Committee shall notify the Match Captain of their decision. Any notice posted by the Greens Committee prohibiting play shall be deemed sufficient notice to members of such prohibition.
85. No member shall be allowed to play on the playing area unless wearing approved smooth soled and heelless bowling shoes or bare feet.
86. In the absence of the Director and the Greens Committee, any member approved by the Greens Director shall have the power to prevent play at any time.
87. The Greens Committee is responsible for the care and maintenance of all areas within the club boundaries, excluding the clubhouse itself and the plaza area.
88. On days when pennant matches are to be played, the Committee will;
- a) Ensure that scoreboards, rink flags and drinking cups are in position prior to the commencement of play:
  - b) Ensure that the drinking fountain is switched on and that cups are ready for use.

### **GREEN KEEPER**

89. The Green Keeper shall be appointed by the Board of Management and shall work in conjunction with the Director and the Greens Committee.
90. The Green Keeper may be appointed under Contract in return for remuneration and shall report directly to the Greens Director.
91. The duties of the Green Keeper shall be:-
- (a) to ensure that the playing surface and ditches of all greens are up to playing standard at all times during the bowling season.
  - (b) to mow the grassed playing surface at least twice per week.
  - (c) to groom, scarify and fertilize grassed playing surface on a regular basis with grooming to be carried out on a monthly basis commencing no later than November of each year.
  - (d) to water greens not less than once a week during the bowling season.
  - (e) at the direction of the Green's Committee to repair and maintain machinery and equipment.
  - (f) liaise with the Green's Director and the Greens Committee on matters regarding the closure of greens.
  - (g) have weekly meetings with the Greens Director and/or the Green Committee to ensure commitments are met.

### **BAR MANAGER**

92. The Bar Manager is to be elected by the members at the Club Annual General Meeting.
93. The Bar Committee shall consist of the Manager plus volunteer financial members, whose aim is to satisfy members and visitors requirements of liquid refreshments during approved hours.
94. The Bar Committee shall, on behalf of the Board, ensure that the regulations of the Liquor Control Act 1987, applying to the Club licence, are enforced at all times by:
- (a) Strictly adhering to opening and closing times.
  - (b) Prominently displaying the map outlining the licensed areas of the club.
95. The Bar Committee shall, with the approval of the Board:
- (a) ensure that bar keys are allocated to approved members.
  - (b) Determine opening times to meet the needs of members and visitors all year round.
  - (c) Prepare a duty roster of qualified personnel to meet the requirements of clause (95) below.
96. The Bar Committee shall be directly responsible for:
- (a) Ensuring that an accurate record of sales is maintained.
  - (b) Conducting a stock take at regular intervals.
  - (c) The purchase of stock at the best available prices.
  - (d) Satisfying the requirements of members and their visitors.
  - (e) Ensuring that the "Visitors Book" is placed in a prominent place adjacent to the bar and that visitors ineligible for constitutional membership have signed said book.

### **CATERING COMMITTEE**

97. The Catering Manager is elected at the Annual General Meeting.

98. The Catering Committee shall consist of the Catering Manager and volunteer Financial Members.
99. The duties of the Catering Committee shall be to:
  - (a) With the co-operation of the House Committee, maintain all equipment necessary for the kitchen to function in compliance with the Health Regulations and Occupational Health and Safety Standards.
  - (b) In consultation with Bowls Committee, cater for all events conducted at the Club when deemed necessary.
  - (c) Compile a roster of volunteers for the smooth operation of all events.
  - (d) Purchase quality food and supplies as deemed necessary by the Manager or their nominee.

#### **SPONSORSHIP COMMITTEE**

100. The Sponsorship Manager is to be elected by the members at the Club Annual General Meeting.
101. The Sponsorship Committee shall consist of the Manager plus volunteer Financial Members.
102. The duties of the Sponsorship Committee shall be to seek appropriate sponsorship for the Club and submit details of sponsorship deals for the Board's consideration.

#### **SOCIAL COMMITTEE**

103. The Social Activities Manager shall be elected by affiliated members at the Club Annual General Meeting.
104. The Social Committee shall consist of the Social Activities Manager and volunteer Financial Members.
105. The duties of the Social Committee shall be to approve and organize any social functions.

#### **SECTION 5 : BOWLS COMMITTEE SUB-COMMITTEES**

106. The Bowls Committee shall form the following Committees to assist its operations;
  - (a) Midweek Selection Committee
  - (b) Saturday Selection Committee
  - (c) Tournament Committee
  - (d) Match Committee
  - (e) Corporate / Barefoot Bowls Committee
  - (f) Winter Bowls Committee
  - (g) Night Pennant Committee
  - (i) Social Bowls Committee
  - (j) 60 and Over Committee
  - (k) Indoor Bias Bowls Committee
  - (l) Other committees as may be deemed necessary from time to time.
107. The Bowls Committee shall meet prior to its Annual Meeting to determine the composition of these sub-committees and their manner of election.

#### **SELECTION COMMITTEES**

108. The Selection Committees comprising of five (5) financial members who shall be elected by the members at the Annual Meeting of the Bowls Committee.
109. The Club Coach (if appointed) shall be an ex-officio member of the Committee with full voting rights.
110. The five members of the Selection Committee shall meet within seven (7) days of the Annual Meeting of the Bowls Committee to elect a Chairperson from within the Committee.
111. Two (2) emergency selectors shall be elected at the Bowls Committee Annual General Meeting.
112.
  - (a) Five (5) members shall constitute a quorum for all Selection Meetings.
  - (b) In the event that appointed selector/s or emergencies are unable to constitute a quorum, a member/s of the Bowls Committee shall fill any vacancy.
113. The duties of the Selection Committee shall to.
  - (a) Appoint a Side Manager for each selected side who is responsible for ensuring that his duties are carried out in accordance with Association By Laws.
  - (b) Appoint an Umpire for all home pennant matches. The Umpire cannot be the Side Manager.
  - (c) Be available, prior to any Selection Meeting, to give explanations or hear complaints from any member who has given twenty-four (24) hours notice of their intention to be in attendance.
  - (d) For all home pennant matches appoint a "Duty Team" whose responsibility it will be to, at the completion of play, ensure that scoreboards, rink flags and cups are returned to storage and that the drink fountain is switched off.

#### **TOURNAMENT COMMITTEE**

114. The Tournament Secretary is to be appointed by the Bowls Committee.

115. The Tournament Secretary may appoint an assistant or assistants to ensure that his/her duties are carried out as efficiently as possible.
116. General duties of the Tournament Secretary shall be to:
  - a) Compile and maintain a suitable register of names, addresses and telephone numbers of eligible bowlers to participate in Club tournaments.
  - b) Maintain an accurate record of those in attendance at each event and record event trophy winners.
117. Tournament duties of the Secretary are to:
  - a) Compile a draw of play ensuring as near as possible that teams do not play on more than one (1), what is considered by the Greens Director to be a ditch rink.
  - b) Prepare "Master Draw" and Team Scorecards recording clearly the:
    - i) Team number
    - ii) Skippers or entrants name
    - iii) Rink numbers where team is to play each round.
  - c) Appoint an Umpire for the day.
  - d) Prepare "Conditions of Play" for each event.

#### **MATCH COMMITTEE**

118. The Chairperson is to be elected by the members of the Match Committee.
119. The Chairperson shall follow all instructions of the Bowls Committee and the Greens Director, or in his absence the Greenkeeper, and shall make himself familiar with all dates and times when play is allowed, particularly at the end of the season.

#### **CHAMPIONSHIP AND CLUB EVENTS**

120. The Match Committee shall organise and control all Championship and Club Events. The Match Committee shall:
  - (a) post Entry Forms for each event on the notice board stating the event, conditions of play and the closing date on which entries close
  - (b) compile a draw in accordance with the Bowls Victoria or VIBBA Rules for Competition and set the date for the completion of each round.
  - (c) where possible appoint an Umpire for all events.
  - (d) if any entries are received for an event, the event is to be considered contested.

#### **VISITING GROUPS / CORPORATE / BAREFOOT BOWLS COMMITTEE**

121. The Corporate / Barefoot Bowls Committee shall be responsible for the organisation and conduct of nights provided for corporate groups or barefoot bowlers.  
This shall include;
  - a) Receiving the booking from the booking officer.
  - b) Ascertaining the requirements of the group in relation to hire of bowls, catering needs and size of group and level of instruction needed.
  - c) Liaising with the Greens Committee, Bar Manager, Catering Manager and Indoor Bias Bowls Committee.
  - d) Ensure that the appropriate fees are collected and passed on to the Finance Committee.
  - e) Ensure that all bowls and equipment is packed away at the end of the session.

#### **WINTER BOWLS COMMITTEE**

122. a) The Winter Bowls Committee shall be responsible for conducting all bowls events on the Rose Green outside the normal summer bowls season.
- b) The Committee shall liaise with the Sponsorship Manager, Bar Manager and Catering Manager to ensure participants are properly catered for.

#### **NIGHT PENNANT COMMITTEE**

123. The Committee shall be responsible for conducting the weekly Night Pennant competition for affiliated and social bowlers.  
This shall include;
  - a) Advertising to gain participants.
  - b) Conducting a team draw.
  - c) Conducting the program, including finals.
  - d) Liaising with the Greens Committee, Sponsorship Manager, Bar Manager, Catering Manager and trophy buyer.

### **MAJOR EVENTS COMMITTEE**

124. a) The Committee shall attempt to procure premier bowls events above normal club tournaments.
- b) The Committee shall liaise with other club committees to ensure no clashes.
- c) The Committee shall liaise with other bodies, such as the City Council, other Goulburn Valley clubs and Division, Bowls Victoria and Bowls Australia as deemed appropriate for any events run.
- d) The Committee shall liaise with the Sponsorship Manager in endeavours to gain major event sponsorships.
- e) The Committee shall liaise with the Catering Manager and Green's Director in planning such events.

### **SOCIAL BOWLS COMMITTEE**

125. The Captain shall draw up a Roster of members for Social Bowls to ensure that each event is run in an efficient manner. The Captain shall ensure that at least one (1) member in control of the event is experienced in doing so.
126. The Match Committee shall be in control of Social Bowls by:
  - (a) posting the entry forms on the notice board at least four (4) days prior to the event stating date, commencement time, dress code and closing time for the submission of names.
  - (b) deciding on the conditions of play for each social event and if necessary appoint an Umpire.
  - (c) ensuring, before the commencement of play, that the President or the next senior member of the Section Executive delivers the welcoming remarks.
  - (d) announcing the conditions of play and if necessary the Umpire of the day.
  - (e) when the winner has been decided the Captain or his Deputy shall inform the Chairman or the next senior member of the Bowls Committee, so that they may present the trophies.

### **INDOOR BIAS BOWLS COMMITTEE**

127. a) The Indoor Bias Bowls Committee shall be responsible to conducting our Club's indoor bias bowls programs.
- b) The Committee shall ensure that all bowlers pay appropriate affiliation fees and non-club members pay the appropriate registration fee.
- c) The Committee shall liaise with other clubs to ensure appropriate use of the clubrooms.

### **60 AND OVER COMMITTEE**

128. The Committee shall be responsible for affiliating with the 60 and Over organisation.
129. The Committee shall select teams and ensure interested players are given equal opportunity to participate in the program.

## **SECTION 6 : FINANCIAL**

### **BANKING ACCOUNT**

130. The banking account of the Club shall be kept with such Financial Institution as shall from time to time be appointed by the Board.
131. All cheques drawn on the account and all drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by two (2) of the Chairman, the Treasurer, or Secretary, provided that should any of these officers be absent through illness or other cause and a substitute or acting appointment be made by the Board, then such person acting in the place of any one of the officers mentioned shall be empowered to sign in like manner.
132. Subject to the Board's approval, accounts may be paid by electronic funds transfer or BPay.

### **ACCOUNTS**

133. No expenditure shall be entered into without the consent of the Board and all accounts against the Club shall be passed by the Board before payment is made unless otherwise authorised by the Board.

### **CONTROL OVER PROPERTY**

134. Except that the negotiation of a loan, the issuing of debentures, the giving of any security over any property of the Club, the selling or purchasing any realty, the leasing of any land or buildings the property of the Club for any term exceeding three years, and all other measures in any way extending the liabilities of the Club beyond the assets and estimated revenue of the Club shall require the previous sanction of a General or Special General Meeting of the Club, the property of the Club shall be subject to the control and disposition of the Board who are

empowered to negotiate loans, issue debentures and sell or purchase any realty and lease any land or buildings of the Club for any term exceeding three years, subject to such sanction as aforesaid.

135. 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 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 Secretary.

### **BORROWING POWERS**

136. If at any time the Club in General Meeting or Special General Meeting shall pass a resolution authorising the Club to borrow money, the Board shall thereupon be empowered for the purpose of the Club to borrow such amount of money, either at one time or from time to time and at such rate of interest, and in such form or manner and upon such security as shall be specified in such resolution and thereupon the Board shall make all dispositions of the Club property, or any part thereof and enter into such agreements in relation thereto as the Board may deem proper for giving security for such loans and interest.
137. All members of the Club shall be bound by the decision of the meeting.

### **AUDIT**

138. An auditor who shall not be an office-bearer of the Club, shall be appointed at each Annual General Meeting.
139. Nominations for such office shall be taken at the Annual General Meeting in each year.
140. The Auditor shall have power at all times to examine the books and documents of the Club, and shall, as soon as conveniently may be after the close of the financial year in each year audit a Statement of Income and Expenditure and Balance Sheet, setting forth the financial business of the Club since the end of the preceding financial year prepared by the Treasurer.
141. Any report of the auditor shall be submitted to the Annual General Meeting.

## **SECTION 7 : CODE OF ETHICS**

### **CODE OF ETHICS AND CODE OF CONDUCT FOR SPORT**

142. Bowlers shall at all times (both on and off the green) conduct themselves in a manner that reflects favourably on the Club, Bowls, fellow Bowlers and Bowls Victoria. Failure to do so will render the Bowler liable to disciplinary action under these Regulations.
143. The Clubs shall abide by the Victorian "Code of Conduct for Community Sport". This code requires all to have a responsibility to ensure participation in any community sport event is free from any anti-social behaviour both on and off the green which prevents others from taking part and getting active. The Club strongly endorses the principle that every person (be they a spectator, player, club member, official, participant, administrator, coach, parent or member of the community) involved with Bowls should work to ensure:
- (i) inclusion of every person regardless of their age, gender or sexual orientation;
  - (ii) inclusion of every person regardless of their race, culture or religion;
  - (iii) opportunities for people of all abilities to participate in the sport and develop to their full potential;
  - (iv) respect is shown towards others, the club and the broader community;
  - (v) a safe and inclusive environment for all;
  - (vi) elimination of violent and abusive behaviour; and
  - (vii) protection from sexual harassment or intimidation.
- People who fail to meet these standards may be subject to action by the Club and Bowls Victoria.

## **SECTION 8 : ATTIRE AND COLOURS**

### **CLUB COLOURS**

144. The Club colours and design of uniform shall be determined by a vote of all members.

### **ATTIRE**

145. The wearing of regulation attire is to be in accordance with the "Regulations for Attire" as published by the State Authorities from time to time.
146. Dress code for Social Bowls will be at the discretion of the Bowls Committee.
147. Dress code for Club Championship events will be casual up to but not including the Grand Final unless otherwise requested by the Match Committee.
148. When playing bowls as a representative of the Club, members must wear approved Club uniform.