

The Rules and By-Laws

of



Established 1946

SOUTHPORT YACHT CLUB INC.

SEPTEMBER 2015

TABLE OF CONTENTS

1.	OBJECTS	1
2.	INTERPRETATION OF TERMS	1
3.	POWERS	2
4.	MEMBERS	5
5.	GUESTS	10
6.	APPLICATION FOR MEMBERSHIP	10
7.	FEES, LEVIES AND SUBSCRIPTIONS.....	10
8.	ADMISSION AND REJECTION OF MEMBERS	10
9.	TERMINATION OF MEMBERSHIP	12
10.	SUMMARY SUSPENSION OF MEMBERSHIP	12
11.	SUSPENSIONS AND EXPULSIONS	13
12.	REGISTER OF MEMBERS	14
13.	OFFICE BEARERS	15
14.	GENERAL MANAGER	15
15.	OFFICE BEARERS' DUTIES	15
16.	ASSOCIATION SECRETARY	15
17.	TREASURER'S DUTIES	16
18.	BOARD	16
19.	ELECTION OF OFFICERS AND OTHER MEMBERS OF THE BOARD	16
20.	DEEMED ELECTION OF OFFICERS AND/OR MEMBERS OF THE BOARD	19
21.	POWERS AND DUTIES OF THE BOARD	20
22.	ASSOCIATES COMMITTEE	22
23.	MEETINGS OF THE BOARD	22
24.	ANNUAL GENERAL OR SPECIAL GENERAL MEETINGS	23
25.	CONDUCT OF ANNUAL GENERAL OR SPECIAL GENERAL MEETINGS	24
26.	MINUTES	26
27.	ALTERATION OF RULES	26
28.	COMMON SEAL	26
29.	LIMITATIONS ON POWERS OF THE BOARD	26
30.	FINANCIAL RATIOS.....	28
31.	FUNDS AND ACCOUNTS	29
32.	DOCUMENTS	30
33.	FINANCIAL YEAR	30
34.	DISTRIBUTION OF SURPLUS ASSETS	30
35.	INDEMNIFICATION OF BOARD AND OTHERS	30
38.	PATRON	31
39.	PROHIBITION OF PAYMENTS IN RESPECT OF LIQUOR	31
<u>BY-LAWS</u>		
1.	FEES, LEVIES AND SUBSCRIPTIONS	31
2.	LIABILITY OF MEMBERS	31
3.	RULES FOR PROCEDURE AT MEETINGS	32
4.	REGISTRATION OF YACHTS	33
5.	QUALIFICATION OF YACHTS	34
6.	ASSOCIATION COLOURS AND BADGES	34
7.	ASSOCIATION UNIFORMS	35
8.	ALTERATION TO RULES	35
9.	SALE OF LIQUOR	36
10.	ASSOCIATION HOURS	36
11.	ASSOCIATION EMPLOYEES	36
12.	GAMBLING	37
13.	SUGGESTIONS AND COMPLAINTS	37
14.	ASSOCIATION DRESS	37
15.	GENERAL.....	37
16.	FLAG ETIQUETTE	37
17.	ASSOCIATES COMMITTEE.....	38
18.	ELECTION OF OFFICERS AND OTHER MEMBERS OF THE BOARD	39
19.	HONORARY LIFE MEMBER	40
20.	PATRON	40
21.	INTERPRETATION	41

RULES & BY-LAWS
of
Southport Yacht Club Inc.

NAME

The name of the incorporated association shall be "**SOUTHPORT YACHT CLUB INC.**" (hereinafter called "the Association").

1. OBJECTS

The objects for which the Association is established are:

- (a) To promote the enjoyment and competition of boating, yachting and events for our members, guests and the community.
- (b) To provide the youth of our community with a training programme and facilities, to encourage youth participation in the sport of boating and yachting.
- (c) To provide and maintain association premises and facilities for the use of members of the association.
- (d) To encourage and support participation in boating and yachting competition at Club, State, National, International or Olympic level events.
- (e) The promotion and encouragement of such sports and recreations of a water based or aquatic nature as determined from time to time by the Board, including by the promotion of races and competition and the giving of trophies and prizes.

2. INTERPRETATION OF TERMS

- (a) The expression "Yacht" used in these Rules shall mean a vessel which is eligible for registration as a yacht in the Association's Yacht Register in accordance with the conditions prescribed by the By-Laws.
- (b)
 - (i) The expression "Yacht Owner" used in these Rules and in the By-Laws of the Association shall mean the person or persons shown in the Association's Yacht Register as owner or owners of a yacht which has been duly registered in the Association's Yacht Register.
 - (ii) In the case of more than one owner, each and every owner shall be a Gold member of the Association.
 - (iii) With respect to preference for Yacht Owners in elections, one owner must notify the Secretary in writing that he is representing all owners and such notification shall be signed by all owners.
- (c) Whenever in these Rules the following expressions appear they shall have the meaning hereinafter set out:-
 - (i) "Association" – Southport Yacht Club Inc;
 - (ii) "Assistant Manager" – the assistant manager appointed pursuant to Rule 14;
 - (iii) "Board" – the Board appointed in accordance with Rule 18;
 - (iv) "Business Day" - means a week day other than a public holiday in Southport, Queensland;

- (v) "By-Laws" – the by-laws adopted and approved by the Association from time to time;
 - (vi) "de facto partner" – has the meaning given by the Acts Interpretation Act 1954 (Queensland);
 - (vii) "General Manager" – the General Manager appointed pursuant to Rule 14;
 - (viii) "Secretary" – the association secretary appointed pursuant to Rule 16 and the person for the time being performing the duties of that office;
 - (ix) "spouse" - means a person who is married or is a de facto partner;
 - (x) "Main Beach facilities" – means the facilities operated by the Association located at Macarthur Parade, Main Beach, Queensland 4217;
 - (xi) "Main Beach Clubhouse" – means the Association Clubhouse only located at Macarthur Parade, Main Beach, Queensland 4217;
 - (xii) "Dux facilities" – means the Dux site at South Stradbroke Island, Qld;
 - (xiii) "Hollywell facilities" – means the Hollywell sailing squadron facilities operated by the Association located at 1 Marina Crescent, Hollywell, Queensland 4216; and .
- (d) A reference to a committee means a committee as appointed by the Board pursuant to Rule 21 (j).
- (e) In the interpretation hereof, except to the extent that such interpretation shall be excluded by or be repugnant to the context, headings have been inserted for guidance only and shall not form part of nor affect the interpretation hereof; references to a statute include all statutory provisions amending, consolidating or replacing same, and all By-Laws, orders in council, ordinances, proclamations, regulations, rules and other authorities made thereunder; where any word or phrase is given a defined meaning herein any part of speech or other grammatical form in respect of such word or phrase has a corresponding meaning; words importing any particular gender include all genders; words importing the singular number include the plural and vice versa.
- (f) Sub-section 47(1) of the Association Incorporation Act QLD 1981 (as amended) does not apply to the Association.

3. POWERS

In furtherance of its objects the Association shall have all the powers of an individual, including but not limited to, the powers set out below. The Association may exercise any and all of its powers both within and outside Queensland.

- (a) To enter into any undertaking to or any agreement or contract with any person, company or other legal entity capable of suing and being sued.
- (b) To subscribe to, become a member of, or co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether, or in part similar to those of the Association, PROVIDED, HOWEVER, that the Association shall not subscribe to or support with its funds, any club, association or organisation which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Association by virtue of the provisions of these Rules which limit the distribution of the Association's income and property amongst its members.
- (c) Subject to the Rules and By-Laws of the Association to buy, sell and deal in all kinds of articles, commodities and provisions (whether gaseous, liquid or solid) for the members of the Association or persons lawfully frequenting the Association's premises.

- (d) To purchase, take on lease or in exchange, hire or otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be required for the purpose of or capable of being conveniently used in connection with any of the objects of the Association: provided that in case the Association shall take or hold any property which may be subject to any trust, the Association will only deal with the same in such manner as is allowed by law having regard to such trust.
- (e) To enter into any arrangements with any government or authority that is incidental or conducive to the attainment of the objects and the exercise of the powers of the Association and to obtain from any such government or authority any rights, privileges and concessions which the Association may think it desirable to obtain and to carry out, exercise and to comply with any such arrangements, rights, privileges and concessions.
- (f) To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Association.
- (g) To remunerate any person or body corporate for services rendered, or to be rendered, and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the Association, or in or about the promotion of the Association, or in the furtherance of its objects.
- (h) To construct, improve, maintain, develop, work, manage, carry out, alter or control and grant for reward or without charge leases, tenancies, licences and rights and to use any or all or any part of such facilities and houses, buildings, grounds, works, marinas, machinery or conveniences which may seem calculated directly or indirectly to advance the Association's interests and the attainment of its objects or any of them; and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out alteration or control thereof.
- (i) To invest and deal with the money of the Association not immediately required in such manner as from time to time the Board may think fit (but subject always to these Rules and By-Laws).
- (j) To purchase, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate and also units or other securities of any trust.
- (k) To lend and advance money or give credit to any person or body corporate or unincorporated association and to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person (whether a member of the Association or not) or body corporate or unincorporated association and to give security in support of any such guarantee or indemnity in such manner and of such nature as the Board may see fit.
- (l) To borrow or raise money either alone or jointly with any other person or legal entity in such manner and upon such terms as to repayments and at such rate or rates of interest and otherwise as may by the Board be thought proper and whether upon fluctuating advance account or overdraft or otherwise, and to represent or secure any moneys and further advance borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the Association's property or assets present or future and to purchase, redeem or pay off any such securities.
- (m) To draw, make, accept, endorse, discount, execute and issue cheques, promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments.

- (n) Subject always to the provisions of these Rules, to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Association.
- (o) To take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Association's property of whatsoever kind sold by the Association, or any money due to the Association from purchasers and others.
- (p) To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Association but subject always to the proviso in sub-rule (d) of this Rule.
- (q) To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Association, in the form of donations, annual subscriptions or otherwise.
- (r) To print and publish any newspapers, periodicals, books or leaflets that the Association may think desirable for the promotion of its objects.
- (s) To amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of the Association and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Association under or by virtue of the provisions of these Rules which limit the distribution of the Association's income and property among its members.
- (t) To purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated associations with which the Association is authorised to amalgamate.
- (u) To transfer all or any part of the property, assets, liabilities and engagements of the Association to any one or more of the incorporated associations with which the Association is authorised to amalgamate.
- (v) To make donations for patriotic, charitable or community purposes or for any purpose set forth in Rule 1 hereof.
- (w) To transact any lawful business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged.
- (x) In furtherance of any of the objects of the Association to acquire, hold, sell or deal with real and personal property of every description.
- (y) To charge any person, whether a member of the Association or otherwise, a fee for the use of any property of the Association.
- (z) To do any other thing which is not inconsistent with the foregoing or any part of these Rules.
- (aa) To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association.

4. MEMBERS

VOTING MEMBERS.

Honorary Life Member
Gold Member
Senior Member
50 Year Honorary Member
Country Member
Absentee Member

NON VOTING MEMBERS.

Intermediate Member
Cadet Member
Related Associate Member
Family Sailing Member
Sailing Member
Social Member
Squadron Life Member
Honorary Member
Temporary Member
Temporary Associate Supporter
Corporate Member
Aquatic Member

The Board may limit the numbers in each category by resolution at the monthly Board Meeting. Only voting members shall be entitled to receive notice of and attend meetings, vote at meetings, nominate candidates for office and hold any office in the association. Unless otherwise provided, applications for, admission to and refusal of membership shall be made in accordance with Rules 6 and 8.

(a) **Honorary Life Member**

A Member or other person who is nominated and confirmed as an Honorary Life Member in accordance with this paragraph. The Board shall have the power in consideration of special services rendered to the Association by a member to nominate such member as an Honorary Life member and shall also have the power to nominate as an Honorary Life Member, any person directly representing in Australia, the Sovereign of the British Commonwealth of Nations. Such nominations (not exceeding two in any one calendar year), shall, in the first instance, be submitted to the Board appointed committee (appointed in accordance with Rule 21 (j) herein), consisting of five distinguished long term club members, to investigate and evaluate the nomination for the position of Honorary Life Member. The appointed committee shall use the guidelines in the clause of the By-Laws 19. The committee shall vote by secret ballot to determine the suitability of the nominee. The committee will advise the Board of their findings and the vote count. The Board will then decide if the nominee is to be put forward for Honorary Life Membership at the next General Meeting. Eligible voting Members will vote on the nomination at the next general meeting, and if the motion is carried, the nominee will be declared an Honorary Life Member and be entitled to all of the privileges of a Gold Member without payment of further subscriptions.

(b) **Gold Member**

A person of not less than eighteen years of age, of good moral character, who is an active yachtsman, or who has an interest in yachting and/or has interests which are not incompatible with the general objects of the Association.

(c) **Senior Member**

A Senior member shall be a person who has attained the age of 65 years and for a period of 21 consecutive years has been a Gold Member. For the purpose of this rule, "Gold Member" shall include any former class of membership which the Board considers would have been the equivalent to the Gold Member class.

(d) **50 Year Honorary Member**

Any member who has been, for an aggregate of at least 50 years (which aggregate period need not be continuous), a Gold Member and/or Senior Member and/or

Intermediate Member and/or Cadet Member and/or a member of any former class of membership which the Board considers would have been equivalent to any of the foregoing classes, shall, upon written application in such form as the Board from time to time prescribes, be awarded Honorary Membership for life, and shall have all the rights and privileges of a Gold Member or, if the person has attained the age of 65 years, a Senior Member.

(e) **Country Member**

A person who is eligible for admission as a Gold Member and resides or has his principal place of business beyond a radius of 60 kilometres from the Southport Business Centre Post Office.

(f) **Intermediate Member**

A person between the ages of 18 and 25 years. Such member shall not be required to pay an entrance fee and his annual subscription shall be fifty per centum of the current annual subscription fee for a Gold Member

After the expiration of the Association financial year during which an Intermediate Member attains the age of 25 years the entrance fee for the following Association financial year shall be paid by such member, PROVIDED ALWAYS, that the entrance fee shall be reduced by the total of all subscriptions paid by the Intermediate Member up to that time. Should subscriptions paid exceed the entrance fee applicable, no refund shall be paid.

(g) **Cadet Member**

A person under the age of 18 years desirous of acquiring a knowledge of yachting. A Cadet Member may use the Association's dining facilities but shall not drink or purchase alcoholic refreshments in the Association's rooms.

(h) **Related Associate Member**

(i) Any spouse of a Gold Member or Senior Member, where that spouse is not himself or herself a Gold Member or Senior Member, may be admitted as a Related Associate Member provided the Gold Member or Senior Member consents in writing to the application for membership.

(ii) If the spouse of a Related Associate Member dies, such spouse having been the member in respect of whom the Related Associate Member's admission to membership was based, then the Related Associate Member shall be entitled to continue that membership notwithstanding the death of his or her spouse, subject to the usual requirements of membership. However, if the Related Associate Member lets his or her membership lapse, then it will be at the discretion of the Board whether he or she can rejoin as a Related Associate Member.

(iii) If a Related Associate Member and his or her spouse (having been the member in respect of whom the Related Associate Member's admission to membership was based) cease to be de facto partners or are divorced or separated (divorced and separated having the meaning given by the Family Law Act 1975 as amended from time to time), then:

(A) subject to the paragraph 4 (h) (iv), the Related Associate Member shall be entitled to continue that membership notwithstanding such cessation, divorce or separation, subject to the usual requirements of membership (however, if the Related Associate Member lets his or her membership lapse, then it will be at the discretion of the Board whether he or she can rejoin as a Related Associate Member); or at any time elect to transfer to Social Membership without incurring a joining fee.

- (iv) In a circumstance of cessation of being de facto partners, divorce or a separation as described in the preceding paragraph, if the Gold Member or Senior Member in respect of whom the Related Associate Member's admission to membership was based, revokes his consent (and such revocation must be in writing, signed by the relevant member in respect of the Related Associate Member's membership), or consents in writing to his or her new spouse applying for Related Associate Membership:
 - (A) then the membership of the Related Associate Member shall terminate at the end of the then current membership period; and
 - (B) at any time prior to, or at the end of that then current membership period, the Related Associate Member may elect to transfer to Social Membership without incurring a joining fee.
- (v) In considering an application for membership or any matter relating to membership, the General Manager, each member of staff to whom authority has been given pursuant to Rule 21(k) and the Board shall be entitled to rely upon any one or more of the following from time to time:
 - (A) a statutory declaration by the relevant Gold Member or Senior Member and the applicant that they are spouses;
 - (B) a statutory declaration by the Relevant Gold Member or Senior Member that he and the relevant Related Associate Member have ceased to be de facto partners or have separated or divorced;
 - (C) a revocation of consent in writing in respect of a Related Associate Member's membership as contemplated above.

A Related Associate Member shall only be eligible to serve on a committee or on the Associates Committee

(i) **Family Sailing Membership**

A Family Sailing Membership will consist of one or two adults together with all their children not over the age of 18 years and those persons will be entitled to the use of the Hollywell and Main Beach Clubhouse facilities only. The subscription fee will be an amount equal to the combined subscription fees of one Sailing Member and one Cadet Member. Such Member shall not be required to pay an entrance fee.: A Family Sailing Member shall only be entitled to use Hollywell and Main Beach Clubhouses and may be a member of a committee.

Any Family Sailing Member attaining the age of 18 years will cease to be a Family Sailing Member at the expiration of the Association's financial year following the date of their 18th birthday.

(j) **Sailing Member**

A Sailing Member shall be a person of not less than 18 years of age who participates or intends to participate in on water activities conducted by the Association, whether as a skipper or a crew member. A Sailing Member shall be entitled to the use of the Hollywell and Main Beach clubhouse only. Such member shall not be required to pay an entrance fee.: A sailing Member shall only be eligible to be a committee member.

(k) **Social Member**

A person who does not fall within any other membership category and is of good moral character and who has an interest in yachting and/or interests which are not incompatible with the objects of the Association. A Social Member shall not be entitled to use any of the Association's facilities other than those within the Hollywell and Main

Beach clubhouses, A Social Member may only nominate Social Members and shall be eligible to be a committee Member.

(l) **Squadron Life Member**

Honorary Life Members of the Sailing Squadron at 19th May, 1989 will be admitted to Squadron Life Membership of the Southport Yacht Club. This class of membership is closed. No further persons will be admitted to it.

(m) **Honorary Member**

(i) Their Excellencies the Governor-General of the Commonwealth and the Governor of Queensland, and the Lieutenant Governor of the State, (while so acting), and the officer of their suites (while on duty as such in Queensland), and senior distinguished members of the Armed Services and the Merchant Marine shall automatically be Honorary Members of the Association.

(ii) Any person directly representing in Australia the Sovereign of the British Commonwealth.

(iii) Any member of such reciprocating clubs as are for the purpose of this rule recognised by the Board, may on production of a letter or card of introduction from such club be admitted as an Honorary Member for a period of one month without payment of entrance fee or subscription. Such Honorary Membership may be extended for any period not exceeding three months in any one year on payment in advance of a fee as prescribed pursuant to the Association's Rules and By-Laws.

(iv) Any person whose permanent residence, business or professional headquarters is beyond a radius of 160km of the Southport Business Centre Post Office, may be admitted as an Honorary Member for a period of one month without payment of an entrance fee or subscription. Such Honorary Membership may be extended for any further period not exceeding three months in any one year on payment in advance of a fee as prescribed pursuant to the Association's Rules and By-Laws.

(v) The Board shall have power to refuse or revoke the admission of any Honorary Member without assigning any reason therefore.

(vi) In addition to the foregoing, Special Honorary Membership may from time to time be granted to existing Gold Members who will retain their voting and all other rights, and other persons who may be elected by the Board to Special Honorary Membership for a period of one year without payment of an entrance or annual subscription fee. Special Honorary Membership may be extended for a further period or periods, each not exceeding one year, at the pleasure of the Board, provided that there shall be no more than six Special Honorary Members at any one time.

(n) **Temporary Member**

(i) Overseas visitors, for a period of one day at a time only.

(ii) Visitors whose principal place of residence is located outside the prescribed distance stated in any relevant legislation and if no such distance exists, such distance shall be at least 15 kilometres from the Main Beach facilities, for a period of one day at a time only.

(iii) Members of other clubs who have reciprocal rights with the Association, for a period of one day at a time only.

(iv) Persons who have made application for any class of membership (except Temporary Association Supporter), and have also paid the prescribed application

fee, during the period they are awaiting a decision from the Board, for a period not exceeding 30 days from the date of receipt of such application.

- (v) Members of any other clubs who are either the managers or the members of the sporting team visiting the Association for the purpose of taking part in sporting competitions or social functions, for the days of the competitions or functions only.
- (vi) A Temporary Member shall not be required to pay entrance or annual subscription fees.
- (vii) Any persons to be admitted as Temporary Members shall provide to the General Manager adequate proof that they fall within one of the above categories.
- (viii) A separate "Temporary Members Register" shall be kept to record the Temporary Members name, address, membership number, dates of application, admission and expiry dates, together with his membership category and home Club if applicable. All persons granted Temporary Membership shall be issued with a card showing membership number, category, issue and expiry dates, and shall show this card when purchasing liquor or when requested by any member of the Board or an Association employee.

(o) **Temporary Association Supporter**

- (i) A Temporary Association Supporter shall have attained the age of 18 years. A Temporary Association Supporter will be entitled to the use of the clubhouse at Main Beach and the clubhouse at Hollywell for a period to be determined from time to time by the Board but not exceeding one month. A Temporary Association Supporter shall not be required to pay an entrance fee or an annual subscription fee but will be required to pay a subscription fee to use the clubhouses within the period of his membership. That subscription fee shall be determined from time to time by the Board.
- (ii) A separate "Temporary Association Supporters' register" shall be kept to record the Temporary Association Supporter's name, address, membership number, dates of application, issue and expiry. All persons granted the status of Temporary Association Supporter shall be issued with a card showing membership number, category, issue and expiry dates, and shall show this card when purchasing liquor or when requested by any member of the Association Board or an Association employee.

Absentee Member

An Absentee Member shall be a person who is a current member with full voting rights, who has resided outside a radius of five hundred kilometres of the Southport Business Centre Post Office for an unbroken period of at least twelve months, and who makes annual written application and is granted absentee member status. Such member shall pay an annual absentee subscription. His pre-existing rights as a member will not be varied in any way.

(q) **Corporate Membership**

- (i) Any person, firm, company or other legal entity capable of suing and being sued is entitled to apply for Corporate Membership. Such membership will allow a Corporate Member, from time to time by notice in writing, to propose up to a certain number of representatives (hereinafter referred to as "Corporate Supporters"), of that Corporate Member. Upon any person so proposed as a Corporate Supporter being approved by the Board, such person shall have the right to use the Association's Main Beach and Hollywell clubhouse facilities. The Board shall determine from time to time the maximum number of Corporate Supporters that each Corporate Member may so propose. A Corporate Member

will be entitled to only one nominated vessel rights, irrespective of the number of Corporate Supporters.

- (ii) Corporate Member, Corporate Supporter and Corporate Representative shall not be required to pay an entrance fee and subscription fees will be dependent on the number of Corporate Supporters of a Corporate Member.
- (iii) Where the Board rejects a Corporate Supporter or a Corporate Representative, written notice thereof shall be given forthwith by the Secretary. The notice shall be sufficiently given if posted by pre-paid post addressed to the applicant for Corporate Membership or the Corporate Member (as the case may be), at the address shown on its application for membership or, if it is already a member, at its address shown in the Register of Members. In such event, the provisions of Rules 8(f) to (k) shall apply mutatis mutandis.

(r) **Aquatic Member**

A Member who is eligible and is confirmed as an Aquatic Member in accordance with these Rules and the By-Laws. The categories of members within this class and their respective rights will be limited in accordance with the provisions of these Rules and the By-Laws.

5. GUESTS

- (a) Members' guests may be admitted to the Association's premises only if introduced by and in the company of a member. The member must enter the guest's name and address in the Visitors Book and sign same. Subject to the provision of the Liquor Act 1992 (Qld) (as amended), guest must leave the premises with or before the member.
- (b) Members shall not introduce to the Association's premises any person who has been rejected as a candidate for membership of the Association, or who has been expelled from the Association, or whose admission as an Honorary Member has been refused, or cancelled, or has been struck off the Association roll as un-financial.

6. APPLICATION FOR MEMBERSHIP

Every applicant for any class of membership of the Association (other than those categories of membership exempted from time to time by direction of the Board and those categories in respect of which another procedure for admission is provided in these Rules), shall be proposed by one member of the Association. An application for membership (including as regards any supporting documentation), shall be in such form prescribed by the Board from time to time.

7. FEES, LEVIES AND SUBSCRIPTIONS

- (a) Entrance fees, levies and subscription fees (annual or otherwise) for each class of membership shall be such sum as the Board shall determine from time to time.
- (b) The entrance fees, levies and subscription fees for each class of membership shall be payable at such time and in such manner as the Board shall determine from time to time.
- (c) Honorary Life Members, 50 Year Honorary Members and Honorary Members shall not be required to pay any entrance fee, levy or subscription fee.

8. ADMISSION AND REJECTION OF MEMBERS

- (a) All applications for membership shall be submitted to the General Manager, or where applicable, such member of the Association's staff to whom authority has been given pursuant to Rule 21(k), who shall then:

- (i) approve that application in accordance with the power vested in him by the Board pursuant to Rule 21(k), and advise the Board of the details thereof at the next monthly Board meeting; or
 - (ii) submit that application to the Board together with his recommendation (if any), regarding the applicant.
- (b) All applications approved by the General Manager or a staff member in accordance with Rule 8(a)(i) (other than Temporary Association Supporters), shall be displayed in a conspicuous place in the Association's premises for at least one week after the date of approval of the application.
- (c) All applications for membership which are submitted to the Board in accordance with Rule 8(a)(ii) (other than Temporary Association Supporter, an Honorary Life Member or an Honorary Member), shall be displayed in a conspicuous place in the Association's premises for at least one week before the date appointed for their election and an interval of not less than two weeks shall elapse between the receipt by the Board of the proposal and the election of any such Member.
- (d) Every admission of a member (except where otherwise provided by these Rules), shall be by the Board. A majority of votes shall reject the applicant.
- (e) Upon the admission or rejection of a candidate as a member (other than as a Temporary Association Supporter), written notice thereof shall forthwith be given to him by the Secretary, and if elected he shall be furnished with a copy of the Association's Rules and By-Laws. The notice and the copy shall be sufficiently given if posted by prepaid post addressed to the applicant at his address shown on his application for membership or sent to the e mail address provided on the application.
- (f) Where an application for membership is rejected, the notice to the applicant that advises of the rejection shall set out the reason or reasons for rejection of the application ("a Rejection Notice"), and the Association shall refund without undue delay, any entry fee or membership fee received from the applicant.
- (g) An applicant whose application for membership has been rejected may appeal to the Board to reconsider such rejection ("a Rejection Appeal"), by giving written notice, and again paying any application fee or membership fee, to the Association within 28 days of the date of postage of the Rejection Notice.
- (h) A Rejection Appeal shall be heard at a special Board meeting ("a Hearing"), called for that purpose. Rules 11(b) to (f) shall apply in respect of a Rejection Appeal mutatis mutandis.
- (i) If, after the Hearing, a majority of members of the Board again reject the application, the application shall remain rejected. In such event, the Association shall post to the applicant, at his address shown on his application for membership, a notice advising of such rejection and shall, without undue delay, refund any entry fee or membership fee received from the applicant.
- (j) An applicant whose application has been rejected at a Hearing shall not be eligible for re-nomination until six months have elapsed from the date of the Hearing that determined the Rejection Appeal.
- (k) There shall be no right of appeal within the Association in respect of any determination or resolution by the Board pursuant to Rules 8(f) to (i) but that shall not restrict or deny any right that a member may have to bring any proceedings before a Court in respect of any such determination or resolution.

9. TERMINATION OF MEMBERSHIP

A member may resign from the Association at any time by giving notice in writing to the Secretary. However, no resignation shall release or discharge the member resigning from any liability or obligation to the Association (including a liability for payment of any fee), incurred on or before the date of receipt by the Secretary of the written notice of resignation, **PROVIDED HOWEVER**, that a member who resigns between 1st July and 30th September in any year may at the discretion of the Board be liable only for a monthly pro rata subscription from 1st July to the date of receipt by the Secretary of his written notice of resignation.

10. SUMMARY SUSPENSION OF MEMBERSHIP

- (a) Any member who, in the opinion of a person listed in Rule 10(b) has:
- (i) breached any of the Rules or By-Laws of the Association;
 - (ii) breached any resolution made by the Association or the Board;
 - (iii) engaged in conduct, including language, dress or behaviour, which is unbecoming to a member of the Association and/or undesirable in the interests of the Association and/or is likely to be regarded by a reasonable person as being offensive;
- may have his membership summarily suspended.
- (b) Suspension of a member pursuant to Rule 10(a) may be made by any one of the following persons:
- (i) a member of the Board;
 - (ii) the Secretary; or
 - (iii) the General Manager.
- (c) No summary suspension can be made for a period exceeding one calendar month.
- (d) A member, whose membership is summarily suspended pursuant to this Rule, shall immediately be informed of that suspension by the person who made such suspension (oral advice being confirmed as soon as reasonably practicable by written notice), and he shall leave the Association's premises immediately (if he is on the premises when notified).
- (e) The person making such summary suspension under this Rule must inform the Secretary of that suspension as soon as possible, and the Secretary must then notify all members of the Board as soon as possible.
- (f) A member whose membership has been summarily suspended under this Rule may appeal to the Board to reconsider the summary suspension ("a Summary Suspension Appeal"), by giving written notice to the Board within 10 days of receiving notice under Rule 10(d).
- (g) A Summary Suspension Appeal to reconsider the summary suspension shall be heard by a special Board meeting called for that purpose ("the Hearing"). Rules 11(c) to (f) shall apply in respect of a Summary Suspension Appeal *mutatis mutandis*.
- (h) After the Hearing, a majority of members of the Board can resolve to confirm, revoke or modify the summary suspension, including increasing the term of suspension, subject to Rule 11(j)(iii).
- (i) If no Summary Suspension Appeal is received from the member under Rule 10(f), the Board must consider the matter at the next Board meeting, and, if the Board resolves to

formulate and hear a Charge or Charges against the member (whether in respect of the summary suspension and/or any other matter/s), the provisions of Rule 11 will apply to that process.

11. SUSPENSIONS AND EXPULSIONS

- (a) The Board shall have power to enquire into the conduct of any member and may formulate and hear a charge or charges against the member ("Charge").
- (b) A charge or charges shall be heard at a special Board meeting called for that purpose ("the Hearing").
- (c) The member against whom a Charge (or Charges) has been brought ("the Affected Member"), may be present and make submissions at the Hearing either in person, by a representative, or in writing.
- (d) Notice in writing ("the Notice"), of the Hearing shall be given to the Affected Member at least fourteen (14) clear days before the Hearing.
- (e) The Notice shall set out:
 - (i) the location, date and commencement time of the Hearing;
 - (ii) the Charge or Charges brought against the Affected Member;
 - (iii) particulars of the Affected Member's conduct or other circumstances that constitute the basis for the Charge or Charges;
 - (iv) that the Hearing may result in one or more of the consequences referred to in Rule 11(j);
 - (v) the contents of Rule 11(l);
 - (vi) the Affected Member's entitlement to be present at the Hearing; and
 - (vii) the Affected Member's right to make submissions at the Hearing either:
 - (A) in person; or
 - (B) by a representative; or
 - (C) in writing.
- (f) For the purposes of Rule 11(d), the Notice may be sent by prepaid post or e-mailed to the address of the Affected Member shown in the Register of Members, and any notice so posted shall be deemed to have been received by the member in the ordinary course of the post or e-mail.
- (g) A Charge or Charges may be brought by the Association pursuant to a resolution of the Board in respect of:
 - (i) a breach of the Rules or By-Laws of the Association;
 - (ii) a breach of any resolution made by the Association or the Board;
 - (iii) any conduct, including language, dress and behaviour, which is, in the opinion of a majority of members of the Board, unbecoming to a member of the Association, and/or is undesirable in the interests of the Association, and/or is likely to be regarded, by a reasonable person, as being offensive; or

- (iv) any conduct, including language, dress and behaviour, by a guest of the member in or on the Association's premises or the vicinity thereof or within the sight or sound of a person therein or thereon which would, if committed by the member, constitute a breach or conduct justifying a Charge or Charges pursuant to Rules 11(g)(i) - (iii) hereof.
- (h) For the purpose of Rules 11(g)(i) – (iii), conduct or other circumstances relating to a member alleged by a Charge may occur at any place or time and is not restricted to conduct of or circumstances relating to the member as a member of the Association.
- (i) No Charge can be brought under Rule 11(g) if the Board has previously made a resolution on the matter under Rule 10(h). However, where a Charge in respect of another matter is found, by a majority of members of the Board, to have been proved beyond reasonable doubt under Rule 11(j), the Board may take such matter and anything related thereto into account when determining the matters described in Rule 11(j)(i) to (iv).
- (j) If, after the Hearing, a majority of members of the Board find a Charge to have been proven beyond reasonable doubt, the Board shall record that the Charge was found to have been proved. The Board, pursuant to a resolution, can also:
 - (i) caution the Affected Member;
 - (ii) reprimand the Affected Member;
 - (iii) suspend the Affected Member's membership of the Association for a period of time not exceeding 12 months, and/or impose a condition or conditions on the membership. If the Charge or Charges relates to a matter that has already been the subject of a summary suspension under Rule 10, the Board can confirm or modify the summary suspension (including by extending the suspension to a period, in total, not exceeding 12 months, and/or imposing a condition or conditions on the membership); or
 - (iv) terminate the Affected Member's membership of the Association.
- (k) If, a Charge relates to a matter that has been the subject of a summary suspension under Rule 10 and a majority of members of the Board do not find that a Charge has been proven beyond reasonable doubt, the Board can resolve to revoke the summary suspension made under Rule 10.
- (l) There shall be no right of appeal within the Association in respect of any determination or resolution by the Board pursuant to this Rule but that shall not restrict or deny any right that a member may have to bring any proceedings before a Court in respect of any such determination or resolution.
- (m) An Affected Member whose membership has been suspended either under Rule 10 or this Rule, shall, during the period of suspension, forfeit all rights and privileges of membership and shall be barred from entry to the Association's premises and the use of its amenities, except the Marina, either as a member or as a guest, but shall not be absolved from liability for payment of all fees and charges for which he would have been liable had his membership not been suspended.
- (n) An Affected Member whose membership has been terminated under this Rule is entitled to a refund of all fees and charges, paid in advance by the Affected Member, from the date of Board resolution to the date to which the fees and charges had been paid.

12. REGISTER OF MEMBERS

- (a) The Board shall cause a Register of Members to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the Association and the date of their admission.

- (b) The following particulars shall also be entered in the Register: deaths, resignations, terminations, reinstatements of membership, changes of address of which the member gives written notice and such further particulars as the Board or the members at a General Meeting may require from time to time.
- (c) No member of the Association or member of the public shall have any right to inspect the Register.

13. OFFICE BEARERS

The officers of the Association shall consist of:

- (a) Board Chairman, who has had two years experience on the Board or TEN years voting membership
- (b) three "Flag Officers", namely:
 - (i) The Commodore, who shall be a Yacht Owner and have had at least one years experience on the Board;
 - (ii) the Vice Commodore Power and the Vice Commodore Sail, each of whom shall be a Yacht Owner, and
- (c) the Treasurer, who shall:
 - (i) be a suitably qualified accountant (however, the Treasurer shall not be required to hold a current practicing certificate); and/or
 - (ii) Have had a minimum of one years experience on the Board or Finance Committee.

14. GENERAL MANAGER

- (a) The Board shall from time to time appoint a General Manager and may also appoint an Assistant Manager, each at such remuneration as it may from time to time determine. The Board from time to time may determine titles for those persons other than General Manager and Assistant Manager. Nothing herein contained or implied shall prevent the appointment of one person to act in the capacity of both:-
 - (i) General Manager and Secretary (as described in Rule 16 hereof);
 - (ii) Assistant Manager and Secretary (as described in Rule 16 hereof).
- (b) Any reference to the General Manager in these Rules shall be construed as a reference to the Assistant Manager in circumstances where that Assistant Manager is authorised, on a non-permanent basis, by the General Manager or the Board to assume the role of the General Manager.
- (c) Only the Board shall have the power to suspend, dismiss or re-appoint the General Manager and/or Assistant Manager.

15. OFFICE BEARERS' DUTIES

- (a) The Board Chairman shall be responsible for the coordination of the business activities of the Association including corporate governance, financial matters and future development of the Association. It shall also be the duty of the Board Chairman to preside at all general and Board meetings of the Association.
- (b) The Commodore shall take command of the fleet and shall be responsible for the coordination and conduct of all boating, sailing, sporting, social and ceremonial

activities of the Association. It shall also be the duty of the Commodore to officiate at all events, whether member or public, relating to those matters.

- (b) It shall be the duty of both Vice Commodores to:
- (i) assist the Commodore in the discharge of the Commodore's duties and, in the absence of the Commodore, to carry out those duties;
 - (ii) be responsible for the Sailing Committee;
 - (iii) be responsible for the Powerboat Committee; and
 - (iv) to represent the Sailing Committee and the Powerboat Committee at Board level.

16. ASSOCIATION SECRETARY

- (a) The Board shall from time to time appoint an association secretary ("the Secretary") at such remuneration as the Board may from time to time determine.
- (b) The Secretary must:
- (i) be an individual residing in Queensland or another state but not more than 65km from the Queensland boarder; and
- (c) It shall be the duty of the Secretary:
- (iii) to carry out all of the duties and responsibilities conferred upon the Secretary by the provisions of the Association Incorporation Act 1981 (Qld); and
 - (iv) to carry out any duties assigned to the Secretary by the Board from time to time.

17. TREASURER'S DUTIES

The Treasurer shall carry out any duties assigned to the Treasurer by the Board from time to time.

18. BOARD

- (a) The Board shall consist of the Board Chairman, the Commodore (who shall act as vice chairman), the Vice Commodore Power, the Vice Commodore Sail, the Treasurer and three other members (two at least of those members must also be Yacht Owners). All such persons shall be elected in accordance with Rule 19.
- (b) For the purposes of certainty, the Board shall perform the role of, and have the powers and duties of, the committee referred to in the Associations Incorporation Act 1981 as the "management committee".

19. ELECTION OF OFFICERS AND OTHER MEMBERS OF THE BOARD

- (a) The officers and Board members elected from the time of the Annual General Meeting and subject to the other provisions of these Rules, shall hold office for a two (2) year term and must retire at the Annual General Meeting in the second year after being elected. The officers and other members of the Board shall be elected and retire on a rotational basis as set out below.
- (i) Elections for the position of Board Chairman, the Vice Commodore Power and two (2) Board members will be held in each year ending with an odd number.
 - (ii) Elections for the other officers and Board members (namely the Commodore, the Vice Commodore Sail, the Treasurer and one other Board member) shall be held in every year ending with an even number

- (b) No member shall be eligible for election to any office or to the Board unless he shall have been nominated by at least two voting members and shall have accepted such nomination.
- (c) Candidates for the various offices and the Board by these Rules to be elected by voting members shall be nominated in writing on a nomination form. Such nomination form shall be signed by the nominators and the nominee and shall be in the hands of the Secretary not less than forty-five (45) days before the date on which the Annual General Meeting will be held.
- (d) Nomination forms shall be available to members requesting such forms from the Association's office. At least 60 days prior to the Annual General Meeting, a nomination form shall be sent to every financial voting member, AND for the purpose of this paragraph it shall be sufficient for a nomination form to be printed or distributed with any publication of the Association which is distributed to every financial voting member thereof.
- (e) Only those voting members who, as at 30th April of the year in which the election is to be held, are financial shall be entitled to nominate or be nominated for election to any office or to the Board. However, a Voting Member may not nominate or be nominated for election if, as at that date, the Member is indebted to the Association for an amount of \$2,000.00 or more.
- (f) As and when any valid nomination is received by the Secretary he shall place notice of the names of the nominee and the nominators on a notice board in the Association's Main Beach and Hollywell clubhouse premises, where it shall remain displayed continuously until the Annual General Meeting has been concluded.
- (g)
 - (i) If there be more than one nomination for any office, or if there be more than the requisite number of nominations for any position on the Board, an election by secret ballot shall take place of the candidates so nominated for the respective office or position. The ballot shall be conducted by the Secretary and two scrutineers appointed by the Board. They (Secretary and scrutineers), shall have ballot papers prepared listing the candidates in alphabetical order. Such ballot papers shall be posted by prepaid post at least twenty-one (21) days prior to the advertised date of the Annual General Meeting to each member, who is financial for the current year at the time of posting, at his or her address recorded in the Association's Register of Members. However, any member who is entitled to vote and has not received a ballot paper by prepaid post by that day, which is fourteen (14) days prior to the date of the Annual General Meeting, may, upon request made in writing or personally to the Secretary, obtain a ballot paper, whereupon that ballot paper shall be taken to have been duly posted by the Secretary in accordance with this rule. The ballot shall close at 5:00pm on that date which is two (2) clear Business Days prior to the date of the Annual General Meeting.
 - (ii) The Secretary shall enclose with each ballot paper the following:
 - (A) a reply paid envelope
 - (B) an envelope marked "Ballot Paper"; and
 - (C) a letter of instruction, as follows:
 - 1. The member is to mark the ballot paper in accordance with these Rules.
 - 2. The member is to place the ballot paper in the envelope marked "Ballot Paper" and seal it.

3. The member is to place the envelope marked "Ballot Paper" in the reply paid envelope, seal it, and write his/her name and Membership number on the reverse side of the reply paid envelope.
 4. The completed papers must be received by the Secretary at the Main Beach clubhouse no later than 5:00pm on that date which is two (2) clear Business Days prior to the Annual General Meeting.
- (h)
- (i) A roll shall be kept by the Secretary, or designated person, of the names and membership numbers of those members to whom ballot papers are issued and of those members who return such ballot papers for scrutineering and counting.
 - (ii) Upon receipt of envelopes pre-addressed as provided for in this paragraph, the Secretary shall see that such envelopes are lodged unopened in a ballot box, the keys of which are held by the scrutineers until the counting of votes has been completed. Prior to the opening of the ballot box, the Secretary shall advise the scrutineers of the number of ballot papers issued and the number of ballot papers validly returned.
 - (iii) The scrutineers shall see that only those ballot papers which have been previously been initialled by the Secretary and returned to the ballot box by the aforementioned method are counted in the vote.
 - (iv) The roll shall be written up progressively as ballot papers are returned and shall be available for inspection by Association members at any time up to the time when the scrutineers take possession of the ballot papers for counting. The scrutineers shall reconcile the number of ballot papers with the roll.
 - (v) A specified number of ballot papers will be prepared and consecutively numbered. Ballot papers are to be initialled by the Secretary before posting.
 - (vi) Both inner and outer envelopes shall be placed intact in the ballot box by the Secretary and the date on which they are placed in the ballot box recorded in the roll.
 - (vii) The details to be recorded in the roll will be:
 - (A) the member's number;
 - (B) the member's name; and
 - (C) the date of placing the completed ballot paper in the ballot box.
 - (viii) Once the validity of the vote has been established, the outer envelope will be discarded before the envelope marked "Ballot Paper" is opened.
 - (ix) When scrutineers are appointed, their duties will be defined in accordance with this system.
 - (x) The ballot box must be opened only in the presence of the Secretary and the scrutineers.
- (i) Should there be only one nomination for any office or position on the Board, the member so nominated shall be declared duly elected to that office. In the event of there being none or insufficient candidates nominated for the election for any office or position (but only in that event), nominations for the vacancy may be made at the Annual General Meeting. Should there be only one such nomination for any office or position, the member so nominated shall be declared duly elected for that office or position. If there be more than one such nomination for any office or more than the requisite number of such nominations for the positions on the Board, an election by secret ballot shall take

place of the candidates so nominated for the respective office or position. The ballot shall be conducted by the Secretary and two scrutineers appointed by the chairman of the meeting in such manner as the chairman directs. The provisions of Rule 19(g) shall not apply to such ballot. The provisions of Rules 13, 18 and 19 (except Rule 19(c), (d) and (f) to (h)) shall apply to any office or position that is filled under this Rule 19(i)

- (j) In deciding the result of the election for the members of the Board other than the officers, those two Yacht Owners who receive the greatest number of votes shall be declared elected whether numbered amongst the three candidates highest at the poll or not.
- (k) Persons elected to the Board at an Annual General Meeting shall take office from the declaration of the poll at that meeting.
- (l) The result of the election of persons elected to the Board shall be declared at the Annual General Meeting by such announcement to the meeting as the chairman of the meeting deems appropriate and thereafter the ballot papers shall be destroyed.

20. DEEMED ELECTION OF OFFICERS AND/OR MEMBERS OF THE BOARD

- (a) This Rule will apply if, after the procedures set out in Rule 19 have been observed, a total of five (5) or less persons have been elected to the Board. The intent of this rule is to provide a mechanism to fill each such vacant office or position on the Board (called a "Vacancy"), until the earlier of such time as a member is elected to fill that position or the next Annual General Meeting at which an election for that position is due to be held.
- (b)
 - (i) Any Vacancy may be filled by a past Commodore of the Association in accordance with this rule.
 - (ii) A "Qualifying Past Commodore", means a past Commodore of the Association who, at the relevant time, is known by the Secretary to be alive, and whose current residential or business address is known, at the relevant time, to the Secretary and who is a financial member at the time that the invitation contemplated by this Rule is issued by the Secretary. It shall not be necessary for a Qualifying Past Commodore to be a Yacht Owner or to satisfy any pre-requisites contained in these rules that apply in respect of the Treasurer.
- (c) Where there is more than one (1) Vacancy, the Secretary shall observe the procedures set out in this rule in turn in respect of each Vacancy in the order of Board Chairman, Commodore, Vice Commodore Power, Vice Commodore Sail, Treasurer and other members of the Board.
- (d)
 - (i) Following the conclusion of the relevant Annual General Meeting, the Secretary shall give written notice by hand, or prepaid post, to the Qualifying Past Commodore, who most recently held that position, of the Vacancy and invite that person to fill such Vacancy by delivering or posting a written acceptance of that invitation. If the Secretary does not receive a written acceptance from that person within seven (7) days of the date of hand delivery or postage of such invitation, as soon as practical thereafter the Secretary shall instead invite the Qualifying Past Commodore who next most recently held that position, with the same seven (7) day time limit for acceptance applying.
 - (ii) Such process shall be repeated until all Qualifying Past Commodores have been invited or the position has been filled, whichever is the earlier.
 - (iii) Such process shall then be repeated in like manner in respect of each other Vacancy, except that no invitation shall be given to a Qualifying Past Commodore who has already filled a Vacancy.

- (e) Any Qualifying Past Commodore who fills a Vacancy shall be deemed elected to such office or position and shall hold such office or position until the earlier of the election of a person to that office or position, or the next Annual General Meeting at which an election for that office or position is due to be held.
- (f) Where a Vacancy is filled by a Qualifying Past Commodore, an election for such office or position shall be held within four (4) months of the Annual General Meeting, and a Special General Meeting to conclude that election process shall be held within such period on a date determined by the Board. The provisions of Rule 19 shall apply with the necessary changes having been made, and subject to the following specific variations:
 - (i) references to the Annual General Meeting shall instead be read as references to the relevant Special General Meeting;
 - (ii) the date 7th May, referred to in Rule 19(d), shall be read as that day which is sixty (60) days prior to the date of the relevant general meeting; and
 - (iii) Rule 19(d) shall apply in relation to the relevant special general meeting and 30th April, in Rule 19(e), shall be read as that day which is sixty-five (65) days prior to the date of the relevant special general meeting.

21. POWERS AND DUTIES OF THE BOARD

- (a) The Board shall have the entire management of the general affairs of the Association except as to the passing or alteration of these Rules, and except as to those matters which are required by these Rules or by law, to be dealt with at a General meeting of the Association.
- (b) Any member of the Board may resign from membership of the Board at any time by giving notice in writing to the Secretary. Such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date. A Board member may be removed from office at a Special General Meeting of the Association, duly convened for the purpose, where that Board member shall be given the opportunity to present his case fully. The question of removal shall be determined by the vote of the members of the Association present at that general meeting.
- (c) Should any member fail to attend three consecutive monthly meetings, the Board may by resolution declare his seat vacant, and thereupon that member shall cease to be a member of the Board.
- (d) Members of the Board must declare any conflict of interest at the beginning of each Board meeting.
- (e) The Board shall have the power at any time to appoint any financial voting member of the Association to fill any casual vacancy on the Board until the next Annual General Meeting, at which an election for the relevant office or position is due to be held.
- (f) The continuing members of the Board may act notwithstanding any casual vacancy on the Board, but if and so long as their number is reduced below the number fixed by or pursuant to these Rules as the necessary quorum of the Board, the continuing member or members may act for the purpose of increasing the number of members of the Board to that number, or of summoning a general meeting of the Association, but for no other purpose.
- (g) The Board shall have the authority to interpret the meaning of these Rules and to decide any matter relating to the Association on which these Rules are silent.
- (h) The Board may exercise all the powers of the Association to borrow or raise and secure the repayment of money and to secure the payment or performance of any debt,

liability, contract, guarantee, or other engagement incurred, or to be entered into by the Association.

The Board is empowered on behalf of the Association:

- (i) to borrow money from members at a rate of interest not exceeding interest at the rate for the time being offered by the Commonwealth Bank of Australia on savings investment accounts, and to mortgage or charge its property or any part thereof, and to issue debentures and other securities whether outright or as security for any debt, liability or obligation of the Association, and to provide and pay off any such securities; and
 - (ii) to invest the money of the Association not immediately required, in such a manner as the members of the Board may from time to time determine.
- (i) The Board may from time to time make such By-Laws and/or regulations not inconsistent with these Rules as it may think advisable, and may amend or repeal such By-Laws and/or regulations. All By-Laws and regulations so made shall be submitted for ratification to the next following General Meeting of the Association.
- (j) (i) The Board may from time to time appoint one or more other committees from among the members of the Association for such purposes as it may think fit. The Board from time to time may alter the membership of a committee.
- (ii) The Board from time to time may delegate any of its powers to a committee and may from time to time revoke or amend such delegation. Any delegation of power or revocation or amendment thereof, shall be recorded in the minutes of meetings conducted by the Board, and an extract of any such minutes certified a true extract by the Board Chairman and the Secretary, shall be accepted by any member of a committee and any member of the Association as prima facie evidence thereof.
- (iii) Where the Board has not delegated the necessary power to a committee, in respect of a particular matter, the recommendation of any committee shall be submitted for the approval, or otherwise of the Board.
- (iv) Any committee so formed, shall in the exercise of the powers so delegated, conform to any regulations that may be imposed on it by the Board and shall not have power to incur any expenditure on behalf of the Association without the express direction or approval of the Board.
- (v) The Board may direct that any member of a committee shall be the chairman of the committee and from time to time may terminate such appointment.
- (vi) That chairman shall preside as chairman at every meeting of the committee. If the Board appoints no chairman or if at any meeting that chairman is not present within 10 minutes after the time appointed for holding the meeting, the members present may choose one of their number to be chairman of the meeting.
- (vii) Subject to Rule 21(j)(iv) and (v), at every meeting of a committee, a simple majority of its members shall constitute a quorum.
- (viii) Subject to Rule 21(j)(iv) and (v), a committee may meet together and regulate its proceedings as it thinks fit, provided that (subject to Rule 21(j)(iv) and (v)), questions arising at any committee meeting shall be determined by a simple majority vote of the members present, and if there is an equality of votes, then the question shall be deemed to be decided in the negative.
- (k) The Board may authorise the General Manager of the Association and, additionally, if the Board so decides, any member of the Association's staff under the General Manager's supervision (generally or by name or position of employment), to be the

Board's agent for the purposes of formally approving (but not rejecting), membership of the Association in any class of membership which the Board may direct the General Manager, or such staff member to approve.

22. ASSOCIATES COMMITTEE

- (a) An Associates Committee may be formed by those members willing to assist in carrying out the objects of the Association.
- (b) The Associate members may elect a committee consisting of a President, plus not more than eight other members. The officers of the Associates Committee shall be the President, a Senior Vice President, a Junior Vice President, a Secretary and a Treasurer. The Associates shall elect its own Senior Vice President, Junior Vice President, Secretary and Treasurer. All members of the Associates Committee must be either a voting member, a Related Associates member or a Social member. The election and/or appointment of the officers, other than the President, are subject to confirmation by the Board.
- (c) The Associates Committee may make its own by-laws provided that the same are first approved by the Board and are not inconsistent with these Rules.
- (d) At the Annual General Meeting of the Associates Committee, a recent report on its activities for the year should be submitted to the members of the Association. The President, Vice Presidents, Secretary and Treasurer of the Associates Committee shall meet with and report to the Board as required.
- (e) All property of the Associates Committee, whether actually vested or not, shall be deemed to be vested in the Association and shall be dealt with in accordance with these Rules.
- (f) The Associates Committee and its activities shall at times be subject to the control of the Board which shall have power generally, to take such action in connection with the Associates Committee and/or its affairs as the Board shall, in its absolute discretion, determine from time to time.
- (g) The Associates Committee shall provide minutes and financial reports of its meetings to the Board.

23. MEETINGS OF THE BOARD

- (a) The Board shall meet at least once every calendar month to exercise its functions.
- (b) A special meeting of the Board shall be convened on the requisition in writing, by the Board Chairman or not less than three of the members of the Board, which requisition must state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
- (c) Subject to this Rule, the Board may meet together and regulate its proceedings as it thinks fit, provided that, unless otherwise specifically provided in these Rules, at any meeting of the Board:
 - (i) a simple majority of the members for the time being shall constitute a quorum;
 - (ii) questions shall be determined by a simple majority vote of the members present and if there is an equality of votes, then the question shall be deemed to be decided in the negative.
 - (iii) notwithstanding the above, in the case of voting with respect to matters covered by Rules 4(g)(iii), 7(a), 8(h) and (i), 10(g) to (i) and 11, a majority of at least two to one of all the members present, shall be required.

- (d) Not less than five days notice shall be given by the Secretary to members of the Board, of any special meeting of the Board. Such notice shall clearly state the nature of the business to be discussed thereat.
- (e) The Board Chairman shall preside as chairman at every meeting of the Board. If there is no Board Chairman or if at any meeting the Board Chairman is not present within 10 minutes after the time appointed for holding the meeting, the Commodore shall be chairman. If there is no Commodore, or if at any meeting the Commodore is not present within 15 minutes after the time appointed for holding the meeting, the members present may choose one of their number to be chairman of the meeting.
- (f) All acts done by any meeting of the Board or a committee or by any person acting as a member of the Board shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the Board or person acting as aforesaid, or that the members of the Board or any of them were disqualified, be as valid as if every such person had been qualified and was qualified to be a member of the Board.
- (g) A resolution in writing signed by all the members of the Board for the time being entitled to receive notice of a meeting of the Board shall be as valid and effectual as if it had been passed at a meeting of the Board duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the Board.

24. ANNUAL GENERAL OR SPECIAL GENERAL MEETINGS

- (a) The Annual General Meeting shall be held within three months of the close of the financial year.
- (b) The business to be transacted at every Annual General Meeting shall be:
 - (i) to receive and approve the audited financial statement in respect of the year ending on the previous 30th April;
 - (ii) the election of officers and other members of the Board as required by these Rules;
 - (iii) the appointment of an auditor; and
 - (iv) general discussion
- (c) The Secretary shall convene a Special General Meeting:
 - (i) when directed to do so by the Board or the Board Chairman or the Commodore by direction in writing (except that a direction by the Board may be given by resolution), that states clearly the reason why such Special General Meeting is being convened and the nature of the business to be transacted thereat, and sets out the motion or motions intended to be moved at the meeting;
 - (ii) on a requisition in writing which states clearly the reason why such Special General Meeting is being convened and the nature of the business to be transacted thereat, and sets out the motion or motions intended to be moved at the meeting, signed by not fewer than three of the members on the Board at the date of the Secretary's receipt of the requisition;
 - (iii) on a requisition in writing which states clearly the reason why such Special General Meeting is being convened and the nature of the business to be transacted thereat, and sets out the motion or motions intended to be moved at the meeting, signed by not fewer than that number of voting members of the Association which equals the number of members on the Board at the date of the Secretary's receipt of the requisition plus fifty (50).

- (d) The Secretary at the direction of the Board shall convene a half yearly Special General Meeting within ninety (90) days of the end of the half year.
- (e) At any general meeting the number of members required to form a quorum shall be fifteen members.
- (f) 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.
- (g) If within half an hour from the time appointed for the commencement of a General Meeting, a quorum is not present, the meeting, if convened upon the requisition of members of the Board, or the Association, shall lapse. 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 for the purpose only of doing those things which the Association is required by the Rules or By-Laws to do at that meeting.
- (h) The Chairman 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, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of the original meeting, but otherwise it shall not be necessary to give any notice of an adjournment, or of the business to be transacted at an adjourned meeting.
- (i) The Secretary shall convene all general meetings of the Association by giving not less than fourteen days' notice in writing of any such meeting to all those members of the Association who are entitled by the Rules to attend and vote. Such notice may be published in or distributed with any publication of the Association which is distributed to all those members of the Association who are entitled by these Rules to attend and vote. Each notice shall be accompanied by a proxy form in the form prescribed by these Rules.
- (j) The manner by which such notice shall be given shall be determined by the Board. Notice of a General Meeting shall clearly state the nature of the business to be discussed thereat.

25. CONDUCT OF ANNUAL GENERAL OR SPECIAL GENERAL MEETINGS

- (a) The provisions of this Rule shall apply to every General Meeting, unless otherwise provided by these Rules.
- (b) The Board Chairman shall preside as chairman at every General Meeting. If there is no Board Chairman or if at any meeting the Board Chairman is not present within 10 minutes after the time appointed for holding the meeting, the Commodore shall be chairman. If there is no Commodore or if at any meeting the Commodore is not present within 15 minutes after the time appointed for holding the meeting, the members present may choose one of the officers or other members of the Board who is in attendance to be chairman of the meeting.
- (c) The chairman shall maintain order and conduct the meeting in a proper and orderly manner, and generally in accordance with rules of debate set out in the By-Laws hereto.
- (d) Every question, matter or resolution, shall be decided by a majority of votes of the members present and entitled to vote, except those questions, matters or resolutions which are required by the Associations Incorporation Act 1981 (Qld) or any other Act of like nature, repealing or amending the same to be decided by special resolution.

- (e) Every member shall be entitled to one vote and in the case of equality of votes the chairman shall have a second or casting vote: Provided no member shall be entitled to vote at any General Meeting if he is un-financial at the time of the meeting.
- (f) Voting shall be by show of hands or a division of members, unless, not less than one fifth of the members present demand a ballot, in which event there shall be a secret ballot. The chairman shall appoint two members to conduct the secret ballot in such a manner as he shall determine and the result of the ballot as declared by the chairman shall be deemed to be the resolution of the meeting at which the ballot was demanded.
- (g) A member may vote in person, or by proxy, or by attorney, and on a show of hands. Every person present who is a member, or a representative of a member, shall have one vote, and in a secret ballot every member present in person, or by proxy, or by attorney, or other duly authorised representative, shall have one vote.
- (h) The instrument appointing a proxy shall be in writing, in the common or usual form but in compliance with these Rules, under the hand of the appointor, or of the appointor's attorney duly authorised in writing.
- (i) A proxy or attorney may but need not be a member of the Association.
- (j) The instrument appointing a proxy or attorney shall be deemed to confer authority to demand or join in demanding a secret ballot.
- (k) A proxy form must enable a person appointing a proxy:
 - (i) to have the choice between appointing the proxy generally (in which case a proxy may vote as the proxy sees fit in respect of any motion set out on the proxy form); and/or
 - (ii) as regards any one or more proposed motions set out on the proxy form, to direct the proxy how to vote in respect any such motion, (and if the "In Favour" or "Against" columns or boxes in respect of a motion are not ticked or marked or otherwise completed with reasonable clarity, then the proxy may act generally as regards such motion and vote as the proxy sees fit).
- (l) Accordingly, an instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances permit.

Southport Yacht Club Inc

I, _____ of _____, being a member of the abovenamed association, hereby appoint _____, of _____, or failing that person, _____, of _____, as my proxy to vote for me on my behalf at the *Annual General/ *Special General Meeting of the association, to be held on the day of _____, 20____, and at any adjournment thereof.

Signed this _____ day of _____, 20____.

Signature:

This part of the form is to be used to direct the proxy how to vote in respect of any one of more of the proposed motions set out below.

Motion Number	Motion	In Favour **	Against **

****** If desired, clearly tick or mark, or otherwise complete to indicate if the proxy is required to vote "In Favour", or "Against", any one or more motions set out above.

Note: If the "In Favour" or "Against" columns, or boxes in respect of a motion are not ticked or marked, or otherwise completed with reasonable clarity, then the proxy may act generally as regards such motion, and vote as the proxy sees fit.

- (m) The instrument appointing a proxy or attorney shall be deposited with the Secretary not later than 4.00pm (local time), on the date of the meeting, or adjourned meeting, at which the person named in the instrument purports to vote.

26. MINUTES

The Secretary shall cause full and accurate minutes of all questions, resolutions, matters and other proceedings of every Board meeting and every General Meeting, to be entered in a book to be open for inspection at all reasonable times by any financial member, who previously applies to the Secretary for that inspection. For the purpose of ensuring the accuracy of the recording of such minutes, the minutes of every Board meeting shall be signed by the chairman of that meeting, or the chairman of the next succeeding Board meeting, verifying their accuracy.

Similarly, the minutes of every General Meeting shall be signed by the chairman of that meeting, or the chairman of the next succeeding general meeting: provided that the minutes of any Annual General Meeting shall be signed by the chairman of that meeting, or the chairman of the next succeeding Special General Meeting, or Annual General Meeting.

27. ALTERATION OF RULES

Subject to the provision of the Associations Incorporation Act 1981 (Qld) as amended from time to time, these Rules may be amended, rescinded or added to by a special resolution carried at any General Meeting, provided that no such amendment, rescission or addition shall be valid, unless the same shall have been registered in accordance with that Act, if so required by that Act.

28. COMMON SEAL

The Board shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Board and every instrument to which the Common Seal is affixed shall be signed by a member of the Board and shall be countersigned by the Secretary, or by a second member of the Board, or by some person appointed by the Board for the purpose, either in the particular case, or generally.

29. LIMITATIONS ON POWERS OF THE BOARD

- (a) In this rule, a "Prohibited Transaction" means:
- (i) any contract or undertaking or arrangement (including a contract or undertaking or arrangement of an ongoing nature), other than for the purchase, sale, lease, (that term including a sub-lease and a licence to occupy) or termination of a lease of any real property (whether freehold or leasehold), or any borrowing or raising of money, where the total expenditure or borrowing or raising thereunder by the Association (net of any GST comprised therein), would exceed \$700,000.00 (indexed in accordance with the provisions below), except a contract or undertaking or arrangement of an ongoing nature where the total expenditure (net of any GST comprised therein), may exceed \$700,000.00 (indexed in accordance with the provisions below), but may be lawfully terminated by the Association before that amount is exceeded;

- (ii) any contract, arrangement or undertaking for the purchase, sale, lease (that term including a sub-lease, and a licence to occupy) or termination of a lease of any real property (whether freehold or leasehold) except:
- (A) a renewal or extension of a lease pursuant to the exercise of an option in the lease or, where the option was not exercised, for a period not exceeding the option period;
 - (B) a lease where as at the commencement date of the lease, firstly, the rent and any lessor's outgoings payable under the lease (net of any GST comprised therein), would not exceed \$10,000.00 (indexed in accordance with the provisions set out below), per month on average over the term and any options of the lease and, secondly, the aggregate of the term and any options would not exceed 10 years;
 - (C) an agreement to vary a lease pursuant to which the area leased is not varied by more than 10% of the area leased prior to such variation, the rent and outgoings is not varied by more than 10% of the rent, and outgoings payable prior to such variation, or any other variation which is of a like minor nature;
 - (D) any lease(s) of a berth in a marina (a "Marina Berth" and "Marina Berth Lease"), provided that both of the following criteria are satisfied:
 1. the entry into of such Marina Berth Lease(s) would not result in the Marina Berth Lease Ratio exceeding one third (1/3) where:

$$\text{Marina Berth Lease Ratio} = \frac{\text{Total Long Term Leases}}{\text{Total Marina Berths}}$$

"Long Term Lease" means a Marina Berth Lease with a term plus any option(s) of renewal that exceeds a period of two (2) years from the commencement date thereof;

"Total Long Term Leases" means all Long Term Leases at the relevant time;

"Total Marina Berths" means the total number of Marina Berths owned by the Association ("owned" including leased or situated upon any area leased by the Association) at the relevant time;
 2. any such Marina Berth Lease is not a Long Term Lease.
 - (E) any agreement to terminate a lease of the type referred to in (B) or (D) above; or
- (iv) any contract, arrangement, or understanding for the sale, lease or giving of rights of operation or management of any major facility of the Association, including the bar facilities at the Main Beach clubhouse facility, the Hollywell facility, Dux, the hard stand, the marina, and any poker machine operations, but excluding the catering facilities at the Association's Main Beach clubhouse (a "Major Facility").
- (v) For the sake of certainty, it is noted that Rules 29(a)(ii)(A) to (E) shall operate independently of each other.
- (b) The amounts of \$700,000.00 and \$10,000.00 referred to above shall be varied each year on 31st March, commencing in 2013, in accordance with the following formula:

(c) A X C2

C1

Where:

A is the relevant amount of \$700,000.00 or \$10,000.00;

C1 is the Consumer Price Index (All Groups) for the City of Brisbane as published by the Australian Statistician for the December quarter, ending 31st December 2011.

C2 is the Consumer Price Index (All Groups) for the City of Brisbane as published by the Australian Statistician for the December quarter, ending three months prior to the relevant review date;

PROVIDED THAT should the Consumer Price Index be discontinued or abolished, then an appropriate price index nominated by the Australian Statistician (or failing him the President for the time being of the Queensland Law Society Inc. or its successor), shall be substituted therefore.

- (d) Notwithstanding anything contained elsewhere in these Rules, neither the Board nor any member of the Board may enter into, or authorise the entry into, of a Prohibited Transaction without the prior authorisation of the members at a Special General Meeting, specifically called for the purpose.
- (e) In the event that the Board, or a member of the Board, enters into, or authorises the entry into a Prohibited Transaction, the members of the Association may ratify the actions of the Board, or member at a Special General Meeting specifically called for the purpose.
- (f) Notwithstanding anything contained elsewhere in these Rules, neither the Board, nor any member of the Board, may cause the closure of any Major Facility without the prior authorisation of the members at a Special General Meeting, specifically called for the purpose.
- (g) In the event that the Board, or a member of the Board, causes the closure of a Major Facility, the members of the Association may ratify the actions of the Board or member at a Special General Meeting specifically called for the purpose.
- (h) This Rule shall have no operation in relation to anything done by the Board, or any member of the Board, pursuant or incidental to any resolution of the members passed at a General Meeting on or prior to 24th February, 1997.

30. FINANCIAL RATIOS

- (a) In the interpretation hereof, except to the extent that such interpretation shall be excluded by or be void or voidable, the following words and phrases shall have the meanings respectively assigned to them, and the following provisions relating to interpretation shall apply:
 - (i) the descriptions below of various ratios and the components thereof shall be determined in accordance with the statutory accounts of the Association, as kept in accordance with Australian Accounting Standards from time to time, as administered by the Australian Accounting Standards Board or its successor;

(ii) Debt Gearing Ratio =

$$\frac{\text{Total Debt}}{\text{Net Assets} + \text{Prepaid Marina Leases}} \times 100$$

Where: Net Assets = Assets – Liabilities

(iii) Interest Cover Ratio = $\frac{\text{EBITDA}}{\text{Interest}}$

Where:

EBITDA means earnings before interest, tax, depreciation and amortisation.

(iv) Working Capital Ratio =

$$\frac{\text{Current Assets} + \text{Amount of available facility to draw down funds representing non-current liabilities.}}{\text{Current Liabilities.}}$$

(b) The Association shall seek to conduct its financial operations so as to comply with the following ratios on an on-going basis:

(i) Debt Gearing Ratio – a maximum of 20%;

(ii) Interest Cover Ratio – a minimum of three (3);

(iii) Working Capital Ratio – a minimum of one (1).

(c) If at any time the Association is not conducting its financial operations so as to comply with one or more of the above ratios, then at the next Annual General Meeting or half yearly Special General Meeting (whichever occurs first):

(i) the Board shall present a report to the meeting in respect of such a failure;

(ii) such report shall include reasonable details of such failure; and

(iii) such report shall include the measures proposed by the Board to enable the Association to rectify the failure and the timeframe within which the Board anticipates it will be able, by so doing, to rectify such failure.

31. FUNDS AND ACCOUNTS

(a) The funds of the Association shall be banked in the name of the Association in such bank as the Board may from time to time direct.

(b) Proper books and accounts shall be kept and maintained whether in written or printed form in the English language showing correctly the financial affairs of the Association and the particulars usually shown in books of the like nature.

(c) All money shall be banked as soon as practicable after receipt thereof.

(d) A negotiable instrument issued and the electronic transfer of funds by the Association must be signed or authorised by any two of the following Association members – the Chairman, the Secretary, the Treasurer or any member approved by the Board.

(e) Cheques drawn by, or on behalf of the Association, shall be crossed “not negotiable” except those in payment of wages, allowances, or petty cash recoupment's, which may be open.

(f) All expenditure shall be approved or ratified at any Board meeting.

- (g) As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement containing:
 - (i) the profit and loss statement for the financial year just ended; and
 - (ii) the balance sheet of the Association at the close of that year.
- (h) All such statements shall be examined by the auditor who shall present his report upon such audit to the Secretary, prior to the holding of the Annual General Meeting, next, following the financial year in respect of which such audit was made.
- (i) The income and property of the Association whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein, and no portion thereof shall be distributed, paid, or transferred directly or indirectly by way of dividend, bonus, or otherwise by way of profit to, or amongst the members of the Association, **PROVIDED ALWAYS**, that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him to the Association, or otherwise owing by the Association to him or remuneration to any officers or servants of the Association, or to any member of the Association or other person in return for any services actually rendered to the Association, **PROVIDED FURTHER**, that nothing herein contained shall be construed so as to prevent the payment or repayment to any member of out-of-pocket expenses, money lent, reasonable and proper charges for goods hired by the Association, or reasonable and proper rent for premises, demised, or let to the Association.

32. DOCUMENTS

The Board shall provide for the safe custody of books, documents, instruments of title and securities of the Association.

33. FINANCIAL YEAR

The financial year of the Association shall close on 30th April in each year.

34. DISTRIBUTION OF SURPLUS ASSETS

If the Association shall be wound up in accordance with the provisions of the Associations Incorporations Act 1981 (Qld) as from time to time amended or re-enacted, and there remain after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given, or transferred to some other institution or institutions having objects similar to the objects of the Association, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Association under or by virtue of Rule 31 (i), such institution or institutions to be determined by the members of the Association in a Special General Meeting convened for that purpose, before the beginning of the winding up.

35. INDEMNIFICATION OF BOARD AND OTHERS

The Association shall at all times hereafter, save harmless, and keep indemnified each of the members of the Board, any committee, the Secretary, the General Manager and the Assistant Manager and their respective estates, from and against, all actions, claims, demands, charges and expenses whatsoever, which may be instituted against or made upon them as a member of the Board, any committee or as the Secretary or as the General Manager or as the Assistant Manager in respect of any act, deed, matter or thing whatsoever, lawfully or in good faith, entered into or performed by any, or all of them, as members of the Board, any committee, Secretary, General Manager or Assistant Manager.

- 36.** The members shall be held to consent to and be bound by these Rules and the By-Laws of the Association and shall not be entitled to appeal to any Court because of anything done under the provisions of the said Rules or By-Laws.
- 37.** No suspension of any of these Rules shall be permitted.

38. PATRON

If at any time the position of Patron is vacant and the Board wishes to fill that position, the Board shall recommend a person to be appointed as Patron to the next Annual General Meeting of the Association. The members may accept or reject that recommendation. If they reject it, the position will remain vacant

39. PROHIBITION OF PAYMENTS IN RESPECT OF LIQUOR

No Officer or employee of the Association shall be permitted or entitled to receive any payment, either by way of commission or allowance, calculated by reference to the quantity of liquor sold or supplied by the Association, or the receipts of the Association for such liquor.

BY-LAWS

FEES, LEVIES AND SUBSCRIPTIONS

- 1.** A Building Levy of such sum as the Board shall from time to time determine shall be levied on such members as the Board shall from time to time determine, and shall be added to the annual subscriptions notice each year until further notice. Apart from investment with the Club's bankers, up to \$250,000.00 of the funds may be invested in intra Association financing, only while it is not required for its special purpose. All interest earned or saved will be credited to the special fund. The special fund is to be used only for the future replacement of, or major renovations to the Main Beach clubhouse.
- (a) The Association year shall commence on the 1st day of May each year. Subscriptions other than the first subscription shall be due and payable in advance on the 1st day of May each year.
 - (b) Members, in respect of whom there is an annual subscription fee, elected after the 31st October in each year, shall in addition to the full entrance fee, be liable to pay fifty per centum of the full year's subscription.
 - (c) Any member whose subscription or other indebtedness (which expression shall include any unpaid levy made pursuant to By-Laws 1 and 3(b)), is in arrears for two months and who has been sent one month's notice in writing requiring payment of same may at the discretion of the Board be excluded from the privileges of the Association until the same shall have been paid, or may be struck off the Roll of Members whereupon he shall cease to be a member, and his right to enjoy or participate in the privileges of the Association shall be absolutely forfeited.
 - (d) No member who is in arrears with his subscription or other indebtedness, shall be eligible to hold any office of the Association, or to nominate an office bearer, or intending member, or attend any meeting, or vote at any meeting, or sign any requisition under the Rules or these By-Laws.

2. LIABILITY OF MEMBERS

- (a) Every member of the Association shall be liable to contribute rateably with the other members to the assets of the Association should such assets be found at any time during his membership or within one year after his resignation, insufficient for the payment of liabilities of the Association such amount as with the contribution of other members will be sufficient to extinguish the liabilities of the

Association, **PROVIDED ALWAYS**, that the total liability of any member under this By-Law shall be limited to the sum of **TWENTY DOLLARS**, and **PROVIDED FURTHER**, that if any member shall have ceased to be a member, his rateable contribution shall be limited to liabilities contracted before the time at which he ceased to be a member.

This By-Law shall not apply to Honorary Life Members, Honorary Members, Related Associate Members, Temporary Members or Temporary Association Supporters who shall be under no obligation and shall have no liability to contribute to the assets of the Association under this By-Law.

- (b) The Association shall have the power by resolution of the Board confirmed at a General Meeting of members specially called for the purpose to levy each member of the Association a sum not exceeding \$40.00 in any one financial year, and all other members on a pro rata basis in relation to the annual subscription paid. Any member not paying this levy within 60 days will be at the discretion of the Board struck off the Roll as Unfinancial.

This By-Law shall not apply to Honorary Life Members, Honorary Members, Temporary Members or Temporary Association Supporters, who shall be under no obligation and shall have no liability to contribute to the assets of the Association under this By-Law.

3. RULES FOR PROCEDURE AT MEETINGS

- (a) No discussion shall take place except on a motion or amendment moved and seconded, and put in writing, if so demanded by the Chairman.
- (b) Only one amendment shall be entertained at one time. If the amendment be carried, it shall become the substantive motion, the original motion lapsing, and there will be no necessity to put the original motion to the meeting. It will be competent, whether the amendment is carried or not, to receive other amendments one at a time, to be decided in like manner, until the subject is finally disposed of.
- (c) No member shall propose more than one amendment upon a motion, and no member shall speak more than once upon either motion or amendment, except the mover of the motion, who shall be entitled to reply, and thereupon, all discussion shall cease, and the question shall be put. Any member seconding a motion or amendment without remarks, shall not be held to have spoken thereon. In the case of the amendment, or all amendments being lost the Chairman shall put the motion to the vote.
- (d) Any member, with the consent of the Chairman, may offer an explanation of any particular expression used by him, but must confine himself strictly to such explanation.
- (e) Any subject once settled by vote cannot be again entertained at the same meeting.
- (f) An amendment, "That the motion be now put", shall take precedence over all matters before the meeting, and no discussion shall be allowed on that motion.
- (g) On all questions and during all discussions, the member speaking shall address the meeting through the Chairman, and shall be standing.
- (h) In all cases where a point of order is raised, the member speaking shall state the point of order clearly and distinctly, and if a member be speaking such member shall take his seat until the point of order is decided. The Chairman shall decide the matter promptly, and not allow any discussion.

- (i) Wherever a motion is proposed to disagree with the Chairman's ruling, the Chairman shall forthwith leave the chair, and his successor shall be appointed by the meeting. The discussion may then proceed, and the question be settled forthwith, whereupon the Chairman will resume the chair.
- (j) Any one or more of these rules for procedure at meetings, may be suspended if a majority of the members present, and entitled to vote, do vote in favour of the suspension. Any accidental misprint on a notice of meeting may be corrected before proceeding to discussion, provided that a majority of members present, and entitled to vote, does vote in favour of the correction.
- (k) In all cases not herein provided for, resort shall be had to the ordinary rules of parliamentary debate.

4. REGISTRATION OF YACHTS

Every Yacht in the possession of and under the control of a member or members of the Association, shall upon application of such member or members and upon compliance with the following provisions (subject to By-Law 6), be registered on the Association Yacht Register.

- (a) Every application for registration must be in writing on the form prescribed from time to time by the Board, and shall state the name of the owner, the name of the member or members having possession and control of such Yacht, and the name, rig, dimensions and tonnage or rating of such Yacht, and in the case of an auxiliary yacht or motor yacht, the description of engine and horsepower and such other particulars as the Board from time to time prescribes. The application must be accompanied by a recent photograph of the vessel.
- (b) Every application for registration shall be lodged with the General Manager and, subject to paragraphs (c) and (d) of this By-Law, be submitted by him to the Board for its consideration.
- (c) The Board may authorise the General Manager of the Association and, additionally, if the Board so decides, any member of the Association's staff under the General Manager's supervision (generally or by name or position of employment), to be the Board's agent for the purpose of formally approving registration of Yachts in any class of Yacht which the Board may direct the General Manager, or such staff member to approve.
- (d) Upon receipt of an application for registration, the General Manager, or such staff member shall then:
 - (i) approve, or refuse that application, in accordance with the power vested in him by the Board, pursuant to paragraph (c), and advise the Board of the details thereof at the next monthly Board meeting; or
 - (ii) submit that application to the Board together with his recommendation regarding that application.
- (e) Yachts approved pursuant to this By-Law, shall be registered in the register which shall be kept for the purpose and called the "Yacht Register". Such register shall contain the particulars in paragraph (a) of this By-Law.
- (f) The member or members having control or possession of such Yacht, shall upon registration, be furnished with a Certificate of Registration, signed by the Commodore and the Secretary.
- (g) In case of any alteration in any of the particulars required to be shown in the Register, such member or members shall notify the same to the Secretary forthwith. Should any Yacht in the Yacht Register be sold, or in the event that a

member relinquishes control or possession of such Yacht, the Certificate of Registration shall be returned to the Secretary for cancellation.

- (h) Yachts belonging to or in possession and under the control of members while on loan or hire to non members, shall not be entitled to the Associations privileges or to fly the Association Burgee or Ensign, and every member so lending or hiring his Yacht, shall remove all Association papers, books and flags.

5. QUALIFICATION OF YACHTS

- (a) No vessel which is, in the opinion of the Board, unfit or undesirable, shall be placed on the Association's Yacht Register, and no Yacht belonging to, or in the possession and under the control of more than one person, shall be placed on the Yacht Register or admitted into the Association, unless each and every person is a member of the Association. All members (excluding Social Members and Related Associate Members), can apply to have their vessel on the register.
- (b) For the purpose of paragraph (a) a member of the Association shall be all categories of membership, with the exception of "Social Member ", and "Related Associate Member". A Social Member or Related Associate Member is not eligible to have a vessel on the Yacht Register.
- (c) For the purpose of registration, a Yacht is defined as a well found vessel used predominantly for either pleasure or racing.
- (d) All vessels being considered for registration must comply with Queensland Department of Transport Regulations.
- (e) To be eligible for registration:-
 - (i) a sailing yacht must have a minimum overall hull length of 4.88 metres;
 - (ii) dinghy class and off the beach yachts, must comply with their class association rules (no minimum overall hull length restrictions apply);
 - (iii) a trailer sailer yacht, must have a minimum overall hull length of 4.88 metres; and,
 - (iv) a powerboat must have a minimum overall length of 4.88 meters, and must be equipped as defined by the relevant Queensland authority.

6. ASSOCIATION COLOURS AND BADGES

- (a) The Association Flags shall be the Red or Blue Ensign and the Club Burgee.
- (b) The Association Burgee shall be a pennant the body of which shall be white with the Association badge and the fly red. The Association Burgee shall not be worn by any yacht which is not on the Yacht Register of the Association.
- (c) The Commodore's Flag shall be the Association Burgee swallow-tailed.
- (d) The Vice Commodore Sail's Flag shall be the Association Burgee swallow-tailed with a red ball in the lower canton with the letter S
- (e) The Vice Commodore Power's Flag shall be the Association Burgee swallow-tailed with a red ball in the lower canton with the letter P.
- (f) A Past Commodore's Flag shall be the Association Burgee squared with a gold star in the lower canton.

- (g) The Association Badge shall be two crossed Burgees and Foul Anchor with the initials of the Association.

7. ASSOCIATION UNIFORMS

- (a) The Association Uniform (all members) shall consist of a navy blue coat, white or grey trousers, white yachting cap with oak silk leaf braid thirty millimetre wide, and Association Badge.
- (b) The Commodore's Association Uniform shall be the same as that provided in paragraph (a) but with three additional rows of black braid round the coat cuffs.
- (c) The Vice Commodore Sail's Association Uniform shall be the same as provided in paragraph (a) but with two additional rows of braid round the cuffs.
- (d) The Vice Commodore Power's Association Uniform shall be the same as provided in paragraph (a) but with two additional rows of black braid around the cuffs.
- (e) The Past Commodore's Association Uniform shall be the same as provided in paragraph (b) but with an additional 32mm black silk braid round the cuffs.
- (f) The Association summer uniform shall consist of a white short-sleeved open necked shirt, worn with either white long trousers, knee length skirt or alternately, with shorts and long white hose and white shoes. The association Cap shall be worn with this dress.
- (g) Association epaulettes shall be as follows:
 - (i) Commodore – Four 6mm bands of gold on each shoulder, plus gold letters "S.Y.C."
 - (ii) Vice Commodores Sail and Power– Three 6mm bands of gold on each shoulder, plus gold letters "S.Y.C."
 - (iii) Past Commodore – Two 12mm and one 6mm bands of gold on each shoulder, plus gold letters "S.Y.C."

8. ALTERATION TO RULES

- (a) Where a meeting is convened for the purpose of, or for purposes including, the amendment of, rescission of, or addition to any of the Rules of the Association, such meeting may make any amendment to, rescission of, or addition to, any proposed new Rule or amendment, although the terms of such amendment, rescission or addition to the proposed new rule or amendment, have not been posted up or sent to members, **PROVIDED HOWEVER**, that this paragraph (a) will not apply to any proposed amendment of the Rules which deals with fees, levies and subscription fees, and the personal liabilities of members.
- (b) No proposed amendment or addition, once rejected, shall be reconsidered at any subsequent meeting within six months thereafter, except, with the prior approval by resolution of the Board.
- (c) No Rule of the Rules having been the subject of consideration by a Special General Meeting for amendment or deletion, shall be considered for amendment, addition or deletion at any subsequent meeting within six months thereafter, except with the prior approval by resolution of the Board.
- (d) When any amendment or addition has been approved by the Special General Meeting, the Secretary shall forward such amendment or addition to the Chief Executive, Office of Fair Trading, Brisbane, for approval.

9. SALE OF LIQUOR

- (a) No liquor shall be sold or supplied to any person under 18 years of age.
- (b) No liquor shall be sold or supplied for consumption elsewhere than on the Association premises, unless such liquor is removed from the Association premises by the member purchasing same.
- (c) A guest shall not be supplied with liquor in the Association premises unless in the company of a member (subject to the provisions of the Liquor Act as amended). An Honorary Member shall not be deemed a guest within the meaning of this By-Law.
- (d) No liquor shall be served in the street from the Association.
- (e) No liquor shall be sold or served to any person outside the hours allowed by the permit held by the Association.

10. ASSOCIATION HOURS

- (a) Subject to paragraph 10(b) of this By-Law the Association Rooms shall be open daily.
- (b) The Association Rooms may be closed for any period the Board shall think advisable. Notice of such closing shall be posted in a conspicuous place in the Association Rooms, at least two days before such closing.

11. ASSOCIATION EMPLOYEES

- (a) The General Manager shall be in charge of the Association's premises and staff and will manage the Club, and make acquisitions on behalf of the Board within any authorised limit.
- (b) Association employees are expressly forbidden to supply refreshments to any person other than to a person who they are permitted to supply, or are not prohibited from supplying, by the provisions of the Liquor Act 1992 (Qld) (as amended).
- (c) Employees are prohibited from playing on the entertainment machines for members, participating in any card game, or indulging in horse racing, or betting on the Association premises.
- (d) Overtime is not to be worked on any account, unless directed by the General Manager.
- (e) No member shall personally reprimand any employee of the Association, but shall, if he has any complaint to make against any employee lodge the same in writing without delay with the General Manager.
- (f) No member shall give any money or gratuity to any employee of the Association unless authorised by the Board or General Manager.
- (g) No employee of the Association shall directly or indirectly receive any present, money or gratuity from any firm, company or person trading with the Association.
- (h) No employee shall partake of alcoholic liquor within the Association premises without prior managerial approval, nor will they smoke inside Club premises.
- (i) Any voting member who becomes an employee of the Association shall declare any conflict of interest at any Association Meeting.

12. GAMBLING

Illegal betting and illegal gambling on the Association premises are strictly prohibited.

13. SUGGESTIONS AND COMPLAINTS

All suggestions and complaints shall be made in writing to the General Manager, or the Board, signed by the member, together with their membership number.

14. ASSOCIATION DRESS

- (a) Members shall not present themselves in the Association's premises unless suitably attired.
- (b) A member is responsible for the attire of his guest.

15. GENERAL

- (a) By prior arrangement with the Association, members may use the Association's premises for business purposes.
- (b) No pamphlet, advertisement or notice, of any kind, shall be placed in, or posted in the Association without the permission of the General Manager.
- (c) Any kindred organisation with a legal entity capable of suing and being sued, which has an affinity to water sports and which has objectives similar to Southport Yacht Club, is entitled to apply for Aquatic membership for their organisation
 - (i) Aquatic membership, if attained, will allow financial members nominated by the Aquatic Member organisation, to use specific parts of the Association's premises, as described below.
 - (ii) Aquatic Members will not be entitled to receive notices of, or attend meetings of the Association, vote at meetings, nominate candidates for office, or hold any office in the Association.
 - (iii) A nominated member of an Aquatic Member shall be entitled to use only the Associations facilities at Marina Crescent, Hollywell, and shall not be entitled to use the Clubhouse at Macarthur Parade, Main Beach, or the Dux facility on South Stradbroke Island
 - (iv) Every Aquatic member shall be required to pay an annual subscription, and each nominated member of an Aquatic Member shall pay a daily sailing fee, both of which shall be determined by the Board of the Association from time to time.
 - (v) Aquatic Membership shall be reviewed annually at the sole discretion of the Board of the Association.

16. FLAG ETIQUETTE

- (a) Yachts in commission shall make colours at 8am and haul down at sunset, taking time from the Senior Officer present.
- (b) No member shall under any pretence whatsoever, hoist the Association Burgee on board any vessel, yacht or boat, not on the Association Register.

This rule does not apply to boats or dinghies belonging to the Association Yachts, or vessels, made use of by the Association for regattas, or other special occasions.

- (c) No Officer's flag shall be displayed on any Yacht unless such Officer be on board, and the flag shall be taken down and the Association Burgee run up in its place, as soon as the Officer leaves the Yacht, unless it be his intention to return before sunset of the same day.
- (d) When two or more Flag Officers are on board the same Yacht, the flag of the Senior Officer shall be displayed.
- (e) On occasions of national mourning, the Ensign only should be half masted.
- (f) On the death of a member owner of a Yacht on the Yacht Register, both the Association Flag, and his private signal should be half masted, but not the Ensign.
- (g) When mourning is ordered for the death of a member of the Association the Association Flag should be half masted. This paragraph should apply to Yachts both at anchor and under way.
- (h) Flags should always be mast headed before half masting them, and should be mast headed before hauling them down. Saluting with the Ensign at half mast should be done by mast heading it first.
- (i) Flag Officers always fly their pennants while in commission.
- (j) Yachts of the Association passing or meeting one another should always exchange salutes, the Yacht of the lesser tonnage saluting first, except in cases of Flag Officers. Salutes should only be made once between colours and sunset.
- (k) A Yacht acting as Committee Boat should not be saluted during a race.
- (l) Etiquette provides for the wearing of only one Association Burgee while under way.
- (m) At anchorage another club may be honoured by the wearing of its Burgee in addition. The senior club's Burgee must always be worn in the Senior position. A Royal Burgee must always be given precedence.
- (n) Seniority of position is as follows: In order – Gaff, Peak, Starboard yard, Port yard.
- (o) Where an Ensign is worn, a salute is made by dipping the Ensign, and not the Burgee.

17. ASSOCIATES COMMITTEE

General

- (a) Unless otherwise determined by the Board, the Associates Committee shall be competent to deal with all matters relating to its affairs.
- (b) Unless inconsistent with the provisions of the By-Laws, the procedures set out in the Rules and By-Laws in respect of the Association shall also apply to the Associates Committee.

Meetings

- (c) The Annual General Meeting of the Associates Committee shall be held during the month of May in each year, on such date, and at such time or place, as the Associates Committee shall determine.

- (d) Special General Meetings of the Associates Committee shall be held when directed by the Board.
- (e) Meetings of the Committee shall be held when and where determined by the Committee.
- (f) Not less than fourteen days notice in writing shall be given to all Voting members, and Social members of any General Meeting of the Associates Committee, and notice of such meeting shall be displayed on the Association Notice Board.

Election of President and Committee

- (g) The President (who shall have been a Voting Member, a Related Associate Member, or a Social member for a minimum of three years, and a member of the Associates Committee for a minimum of two years), and not more than eight other committee members, shall be elected at the Annual General Meeting each year, and shall retire at the following Annual General Meeting, and shall be eligible for re-election to the same, or any other position, subject to these By-Laws. The two Vice Presidents, the Secretary and Treasurer (all of whom shall have been a Voting member, a Related Associate Member or a Social Member for a minimum of two years), shall be appointed from the eight other members of the elected committee.
- (h) Candidates for the position of President, Vice Presidents, Secretary, Treasurer and membership of the Committee, shall be nominated on a nomination form which will be sent with the notice convening the Annual General Meeting of the Associates Committee each year. Such form signed by the nominator and the nominee shall be in the hands of the Secretary at least seven clear days before the date of the Annual General Meeting. As the nominations are received by the Secretary, he should place the nominations on the Notice Board in the Association's Main Beach Clubhouse, where they shall remain displayed continuously, until the Annual General Meeting of the Associates Committee.

18. ELECTION OF OFFICERS AND OTHER MEMBERS OF THE BOARD

- (a) A member who has been nominated for election to the position of an Officer or other member of the Board, and whose nomination has been accepted as valid by the Association, may not campaign for his or her election in a manner that:
 - (i) breaches any Rules or By-Laws of the Association; and/or
 - (ii) includes conduct (including having regard to language, dress or behaviour), which is unbecoming to a member of the Association and/or undesirable in the interests of the Association and/or is likely to be regarded by a reasonable person as being offensive or unprofessional.
- (b) Should there be more than one candidate contesting such a position, then no later than such deadline as may be specified by the General Manager:
 - (i) each candidate contesting the position of (as the case may require), Board Chairman or Commodore, may submit to the General Manager – one A4 page in type no smaller than 12 point, including a photograph, sketch or other image;
 - (ii) each candidate contesting a position (as the case may require), other than the Board Chairman or the Commodore may submit to the General Manager – one half of an A4 page in type no smaller than 12 point, including a photograph, sketch or other image.
- (c) Each such page or half page (as the case may be), shall be included in the voting profile for candidates, prepared by the Association, and shall be mailed to

all voting members (together with the other items relating to the election that are mailed by the Association to its voting members).

- (d) The Association shall not provide any candidate with any of the personal contact details of the Association's voting members.

19. HONORARY LIFE MEMBER

In considering whether a person has rendered special services to the Association worthy of being nominated by the Board as an Honorary Life Member, the Board must determine whether or not the person has shown outstanding commitment to the Association in at least three of the following areas:

- (a) outstanding and/or special service to the Association (including to any one or more of its members), and the sport of boating generally, including by virtue of any one or more of:
 - (i) provision of support of any kind (including by devotion of time as a volunteer); or
 - (ii) provision of resources (including, for example, by provision of the use of a vessel);
- (b) extensive service within the Association, including by virtue of any one or more of:
 - (i) having actively volunteered for the benefit of the Association for a period of not less than 10 years; or
 - (ii) having been a member of a committee(s) and/or the Board for a period of not less than 5 years and, having attended not less than 75% of all such committee and/or Board meetings during the term or terms of appointment to such committee(s) and/or Board;
- (c) the attainment of excellence in sporting performance, including by virtue of any one, or more of:
 - (i) having been a regular competitor and achieving excellence during competition;
 - (ii) having won as a Club champion, or as a State, or national, or international champion;
 - (iii) having achieved excellence in on-water management and/or coordination of sporting events; or
 - (iv) having achieved excellence in the administration of sporting events;
- (d) having exhibited a high degree of quality of leadership and/or moral standing, including by virtue of:
 - (i) sportsmanship;
 - (ii) dedication; or
 - (iii) vision.

20. PATRON

When considering whether or not it wishes to recommend a person be appointed as Patron, the Board shall have regard to the following criteria. It shall not be necessary for all of such criteria to be satisfied but the Board must have regard to each of the following

criteria. The following criteria shall not be the only criteria that the Board may have regard to but they should be regarded by the Board as very important criteria.

- (a) Whether or not, and if so then how and to what extent, the person is well respected and of high moral fibre.
- (b) Whether or not, and if so then how and to what extent, the person is well known within the community, either on the Gold Coast and/or elsewhere in Australia.
- (c) Whether or not, and if so, then how and to what extent, the appointment of the person as Patron could reasonably be expected to enhance the status of the Association.
- (d) Whether or not, and if so, then how and to what extent, the person has demonstrated an interest in the sport of boating over an extended period of time.

21. INTERPRETATION

Except where otherwise provided or excluded by the context, words and expressions defined in the Rules to have a particular meaning, shall have the same meaning in these By-Laws and the provisions in the Rules relating to interpretation, shall apply likewise to these By-Laws.

22. RECIPROCAL CLUBS.

The Board shall from time to time grant reciprocal rights to other clubs who it has deemed to operate with similar objectives, ie Boating and Yachting Clubs. A register of reciprocal clubs will be kept and guidelines, as to what members from reciprocal clubs receive, are listed in the Club's policy book

NOTES

Lined area for notes, consisting of multiple horizontal lines.