

MAROUBRA SURF LIFE SAVING CLUB INCORPORATED

Y826422 / ABN 43 649 693 151

CONSTITUTION

21 July 2021

The Constitution was re-written in June 1996. Refer to Maroubra SLSC Inc for previous versions.

29 June 1997	Rule 10.3.1, 11.1.1, 13.2, 13.3, 11.2.2
27 June 1999	Rule 7.16 added, Rule 7.1 amended
29 November 1999	Rule 9.2 added
30 June 2002	Rule 14.3 amended
29 June 2003	Rule 7.2.1.4 amended
27 June 2004	Rules 12.6, 18.7 & 30 added; Rule 31 was Rule 30; Rule 18.8 was Rule 18.7; Rule 4.2 was Rule 4.3; Rules 4.2, 6.1, 6.4, 6.6, 7.6.1.2, 7.9, 7.9.1, 13.3, 14.3, 16.2 & 16.3 amended; Rule 30.22 deleted.
25 June 2006	Rules 7.10 (replaces previous 7.10), 7.13.2 & 7.14.3 added. Rules 7.3.2, 7.3.3, 7.10 (replaced by new 7.10), 7.13, 7.15 & 10.4 deleted. Rules 6.1, 6.4, 6.6, 7.1, 7.2.1.1, 7.3.1, 7.5.6, 7.7, 7.7.1, 7.8, 7.8.1, 7.9, 7.9.1, 7.12, 7.12.1, 7.14, 10.3.1, 14.3 & 21.1 amended. Rules 7.13 to 7.14 renumbered due to the deletion of rules 7.13 & 7.15. Rule 10.4 was 10.5.
24 June 2007	Rules 7.2.1.4 and 7.11.3 amended. Clause 7.2.3 added
28 June 2009	New Rule 17, 26.7 & 32.22. Rules 17 to 31 renumbered. Rules 6.5, 6.8, 7.5.4, 7.5.5, 7.5.6 Deleted. Rules 3.6, 6.3, 6.4, 6.7, 6.9, 6.12, 7.4.1, 7.6.2, 8.1, 10.3.1, 10.3.2, 11.1.2, 12.1.3, 14, 14.1, 14.2, 14.3, 15.2, 19.6, 19.7, 24.1, 24.2, 26.2 & 31 amended.
27 June 2010	Delete Rule 26.7. Amend rules 7.11.2, 7.10.1, 10.3.2, 18.3 & 20 Added item 10.5.
26 June 2011	Amend rules 13.3, 7.1. Added items 7.15, 7.15.1 & 7.15.2
29 June 2014	New Clauses 7.16, 10.7, 13.4, 14.4, 15.4, 17.6 & 19.7. Amended Clauses 6.1, 6.4, 6.7, 7.1, 7.2.1.4, 7.6.1.2, 7.9, 7.12.1, 11.2.1, 12.1.2, 12.1.3, 12.1.5, 12.2, 12.4, 12.6, 13.3, 14.3, 15.3, 17.3, 19.1, 19.4, 19.5, 22.1, 25, 26.1, & 26.5. Deleted Clauses 6.3, 7.6.2, 12.4.1, 12.4.2, 19.3, 19.5.1, 19.5.2, 19.5.3, 19.6, 19.8 & 26.6 Renumbering as required by the above amendments
24 June 2018	Amended Clause 10
14 July 2019	Amended Clauses 7, 14.3, 15.3 & 20.1
21 July 2021	Rules 15.3 & 20.1 amended

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RULE 1 NAME

- 1.1 The Club shall be called the MAROUBRA SURF LIFE SAVING CLUB INCORPORATED.

RULE 2 AFFILIATION

- 2.1 The Club shall be affiliated with the Surf Life Saving Association of Australia, Sydney Branch Incorporated.

RULE 3 OBJECTS

- 3.1 To study and practice the methods of Life Saving as taught by Surf Life Saving Australia.
- 3.2 To promote demonstrations and arrange classes of instruction in Surf Life Saving and Resuscitation.
- 3.3 To obtain improved facilities for Surf Life Saving, to encourage surfing, to assist the Randwick City Council in improving the facilities for surfers and to render First Aid.
- 3.4 To encourage the physical and social welfare of the members.
- 3.5 To participate as a community organisation in the Maroubra district.
- 3.6 To carry on any other activity whatsoever, which any of the above specified objects and calculated directly or indirectly, to enhance or further the interests of members.

RULE 4 CLUB INSIGNIA

- 4.1 The Club colours shall be blue and red, and the Club badges shall be of a design approved by the Board of Management.
- 4.2 The design of the Club Badge and insignia shall remain the property of the Club at all times.

RULE 5 COMMON SEAL

- 5.1 The common seal of the club shall be kept in the custody of the public officer. A register recording the use of the seal shall be kept with the seal.
- 5.2 The common seal shall not be affixed to any instrument except by the authority of the Board of Management and the affixing of the seal shall be attested to by the signatures of two members of The Board of Management.

RULE 6 MEMBERSHIP

- 6.1 Every proposal for membership shall be on the official nomination form. Any omission from or inaccuracy in particulars supplied relating to or the description of any candidate shall render the election voidable at the discretion of the Board of Management.
- 6.2 Every such nomination shall be accompanied by the prescribed entrance fee and annual subscription, provided however, that in the event of any candidate being rejected, all moneys shall be forthwith refunded.

- 6.3 Every candidate for membership shall be required to complete an induction process (as determined by the Board of Management).
- 6.4 A candidate for Associate or Award Membership shall be elected by a majority of two-thirds of the members present at a meeting of The Membership Committee and a simple majority of The Board of Management.
- 6.5 Each member shall be advised as to how to access a copy of this document.
- 6.6 A member or ex-member of any other Surf Life Saving Club who cannot produce a clearance from their last club shall not be admitted as a member of this club.
- 6.7 A member may at any time, by giving notice to The Board of Management, resign their membership of the Club, but shall continue liable for any annual subscription and all arrears due and unpaid at the time of resignation.
- 6.8 Every member of the Club shall, from time to time, communicate to the Club any change of address, which shall be entered in the Club register.
- 6.9 No member of the Club shall remove or use any of the Club's property for any purpose, than that of which it is intended, without authorisation of the appropriate Committee or authorised club officer.

RULE 7 MEMBERSHIP CATEGORIES

- 7.1 The Club shall consist of Life, Long Service, Active Reserve, Active (18 years & over), Active (15-18 years), Cadet (13-15 years), Associate, Award, Past Active, Junior Activity, General and Honorary Members as defined by these rules.
- 7.2 Life Membership (SLSA Category: Honorary & Service Membership)
 - 7.2.1 An Honorary Life Member shall be a member who:
 - 7.2.1.1 has had fifteen years continual service with the club, of which at least five years of those fifteen years shall have been as an active member. Life members shall be members who have made a long-term, major contribution to the club, involving a minimum of fifteen years of outstanding service.

or who,
 - 7.2.1.2 has performed an exceptional deed of bravery,

or who,
 - 7.2.1.3 has become permanently incapacitated in connection with Club activities.

and
 - 7.2.1.4 who's nomination in writing for Life Membership has been received by the Board at least six weeks prior to the AGM and who has been subsequently elected to Life Membership by a majority of two-thirds of the members present who have been entitled to vote at five previous Annual General Meetings of the Club. Voting shall be by secret ballot.

- 7.2.2 Life Members shall be entitled to speak at Management and/or Committee Meetings, however, they do not have voting rights.
- 7.2.3 Members must be advised, at least twenty-one days prior to the AGM, of any nomination for Life Membership.
- 7.3 Permanent Membership
- 7.3.1 Permanent membership shall no longer be available. Any member previously granted Permanent Membership shall retain that status. Permanent Members shall be categorised according to their original membership category e.g. Long Service (endorsed 'permanent' - no fees for life).
- 7.4 Long Service Membership (SLSA Category: Honorary & Service Membership)
- 7.4.1 Long Service Membership shall be granted by the Club to members who have completed ten (10) years active service or to members who have completed eight (8) years active service plus four (4) years reserve active service. This requirement shall apply to Long Service members of other clubs transferring to this club.
- 7.4.2 In exceptional circumstances Long Service Membership may be granted to a Reserve Active Member who fails to meet the above requirements.
- 7.4.3 Successful applicants for transfer to Long Service Membership must be recommended by a two-thirds majority of the Life Saving Committee present and further approved by a simple majority of The Board of Management present at a meeting thereof when such applications are considered.
- 7.4.4 A member who is transferred to Long Service Membership shall be eligible to all the privileges of Active Membership and shall be eligible to hold any official position in the Club.
- 7.4.5 Long Service Members shall be exempt from patrol obligations.
- 7.5 Active Membership (SLSA Category: Active Membership)
- Except where otherwise provided for in these rules:
- 7.5.1 Active Members may only be designated as same upon gaining the Surf Life Saving Australia Bronze Medallion
- 7.5.2 Active Members shall carry out patrol duties or any other duties, which may from time to time be allocated to them by any authorised officer.
- 7.5.3 Active Members shall participate in Life Saving training, both on land and in the water, as directed by an authorised Instructor or their respective Patrol Captains and attain their appropriate Association awards.
- 7.6 Reserve Active Membership (SLSA Category: Active Membership)

- 7.6.1 Any active member may, where circumstances warrant it, after a period of satisfactory active membership and who fulfils the following conditions, apply and may be transferred to Active Reserve Membership:
- 7.6.1.1 Any active member who has completed ten years patrols with 100% patrol efficiency with one or more clubs affiliated with Surf Life Saving Australia.
 - 7.6.1.2 Reserve Active Membership may be granted by the Club to Active Members who have satisfactorily completed, (from the gaining of the Bronze Medallion), at least eight years of Patrol and Club obligations as provided by Surf Life Saving Australia and the Club constitution, provided granting of Reserve Active Membership shall not be automatic. But shall be granted in accordance with rules 7.6.2
 - 7.6.1.3 Persons who satisfactorily complete a full year's official duties and are approved under these rules shall be recognised as having attained 100% patrol efficiency for that particular year.
 - 7.6.1.4 Any active member who has not attained 100% patrol efficiency over the minimum periods prescribed above but who has performed patrol duties for the same or a greater period of time with one or more clubs affiliated with Surf Life Saving Australia which would be at least equivalent to that of a member who has attained 100% patrol efficiency over the prescribed minimum period.
 - 7.6.1.5 In exceptional circumstances Reserve Active Membership may be granted to an active member who fails to meet the above requirements.
- 7.6.2 Applicants for transfer to Reserve Active Membership must be recommended by a two-thirds majority of the Life Saving Committee present and further approved by a simple majority of The Board of Management present at a meeting thereof when such applications are considered.
- 7.6.3 Reserve Active Members may be called upon to perform Patrol duties at the discretion of the Club Management.
- 7.6.4 A member who is transferred to Reserve Active Membership shall be entitled to all privileges of Active Membership and shall be eligible to hold any official position in the club.
- 7.7 Active (18 Years & Over) Membership (SLSA Category: Active Membership)
- 7.7.1 Every candidate for Active (18 Years & Over) Membership must, at the time of application, have attained the age of eighteen years and be subject to all rules governing Active Members.
- 7.8 Active (15-18 Years) Membership (SLSA Category: Active Membership)

- 7.8.1 Active (15-18 Years) Members shall be accepted into the Club upon attaining the age of fifteen years and be subject to all rules governing Active Members.
- 7.9 Cadet (13-15 Years) Membership (SLSA Category: Junior Membership)
- 7.9.1 Cadet Members shall be those members who have attained the age of thirteen years and are under the age of fifteen years. They shall be entitled to the use of the Club premises and facilities at the discretion of The Board of Management and may be permitted to take part in competition. Cadet Members shall obtain the Surf Life Saving Certificate of the Surf Life Saving Association of Australia as soon as possible after turning thirteen years of age.
- 7.10 Award Membership (SLSA Category: Active Membership)
- 7.10.1 Award membership may be granted to persons who hold an SLSA award of one or more of the following qualifications:- Surf Rescue Certificate, Radio Award/s, Resuscitation Certificate, Advanced Resuscitation Techniques Certificate or First Aid Certificate (or equivalent).
- 7.10.2 Award Members may be called upon to perform patrol and/or other obligations within the ability of their qualification.
- 7.11 7.11 Associate Membership (SLSA Category: Associate Membership)
- 7.11.1 Associate Members must abide by the rules and by-laws of the time being governing the Club with the exception of such of the rules and by-laws as relate exclusively to the qualifications and duties of other classes of membership.
- 7.11.2 Such Associate Members shall have the privileges of using the Clubhouse at all reasonable times, but shall not be entitled to vote at any General Meeting of members except where otherwise provided for in these rules.
- 7.11.3 No applicant for Associate Membership will be considered by The Board of Management unless the applicant has attained the age of forty years, except where exceptional circumstances prevent the applicant from becoming an active member.
- 7.12 Junior Activities Membership (SLSA Category: Junior Membership)
- 7.12.1 Junior Activity Members shall be those who have attained the age of five years and are under the age of thirteen years. They shall be required to gain the relevant Junior Activity Certificate for their age group. Such members shall be allowed to use the clubhouse and club equipment only whilst directly supervised by an authorised senior member. As non-active members they shall not be required to do patrols or have years service credited towards the requirements of other membership categories.
- 7.13 Honorary Membership (SLSA Category: Honorary & Service Membership)

- 7.13.1 The Board of Management may in its discretion, confer the privileges of Honorary Membership on any person for a period of twelve months.
- 7.13.2 Honorary Membership for life. The Board of Management may, in extraordinary circumstances, recommend to a General or Annual General Meeting, that the privilege of Honorary Membership for Life be conferred on any person. For a recommendation to be successful, it requires a two thirds majority of members entitled to vote at such a meeting (refer to clause 22.1), Nominees must have been an Honorary Member for a minimum of fifteen consecutive years and be deemed to have made a significant and demonstrable contribution to the objectives of the club (RULE 3).
- 7.14 Year Membership (Categorised as Long Service Membership) (SLSA Category: Honorary & Service Membership)
 - 7.14.1 Fifty Year Membership shall be accorded to any Long Service Member who has been a financial member of Maroubra Surf Life Saving Club for fifty years.
 - 7.14.2 No membership fee shall be required of any fifty-year member and such members shall retain the status of Long Service Members.
 - 7.14.3 Fifty Year Members shall be categorised as Long Service Members (to conform to SLSA membership category requirements).
- 7.15 Past Active Membership (SLSA Category: Honorary & Service Membership)
 - 7.15.1 Past Active Membership may be granted by the club to persons who have held a Bronze Medallion and been an active patrol member for a minimum of five (5) years (satisfactory service) and who are over the age of 55 years.
 - 7.15.2 Applications for Past Active Membership require a 2/3 majority of the Membership Committee and a 2/3 majority of the Board of Management to be successful.
- 7.16 General Membership (SLSA Category: Associate Membership)

General Members may or may not hold an SLSA award.

 - 7.16.1 Within the General Membership category there may exist sub-categories. The sub-categories and their conditions shall be detailed in the By-Laws.
 - 7.16.2 General Members shall not be permitted to compete in Surf Sports activities.
 - 7.16.3 General Members are admitted for the period of 12 months only and must re-apply annually. General Members are not permitted to vote at an AGM or hold office as a director of the club (applies to all Board of Management positions)

RULE 8 ANNUAL SUBSCRIPTIONS

- 8.1 Annual Subscriptions and dues payable by members shall be as determined by The Board of Management. The Board of Management shall determine subscriptions and dues payable for all categories of membership prior to 30th April each year.
- 8.2 Members unfinancial as at the 30th September of any year shall be deemed to have resigned their membership and shall not be regarded as members of the Club or entitled to the privileges thereof.
- 8.3 Annual subscriptions for the ensuing year shall become due on the 1st day of May in each year and is payable no later than the date of the Annual General Meeting following thereon. Members who are unfinancial at the date of such Annual General Meeting shall not be eligible for election to office, or entitled or permitted to vote or be heard upon any matter, business or thing brought up, transacted or discussed at any Annual General Meeting, unless and until such annual subscription is paid.

RULE 9 FINANCIAL YEAR

- 9.1 The financial year shall commence on the first day of May in each year and terminate on the thirtieth day of April in the next succeeding year, to which the accounts of the Club shall be balanced.
- 9.2 Any profits or other income of the Club shall be applied only to the promotion of the purpose of the club and shall not be paid to or distributed among the members of the Club.

RULE 10 MANAGEMENT OF THE CLUB

- 10.1 The officers of the Club, with the exception of the Public Officer, shall be elected at the Annual General Meeting, except as herein after provided and shall hold office for twenty-four months or until their successors have been elected with elections for officers occurring on such years specified in clause 10.4. Officers may be re-elected.
- 10.2 In the event of a casual vacancy in the office of any director, the Board may appoint a member to the vacant office and the person so appointed may continue in office up to the conclusion of the Annual General Meeting at which the term of the previous appointee would have expired.
- 10.3 Control of the club shall be vested in a Board of Directors to be called The Board of Management.
- 10.4 Membership of the Board shall be:
- The President who shall act as Chairperson (Even)
 - The Vice President (Odd)
 - The Director of Life Saving / Club Captain (Odd)
 - The Secretary (Even)
 - The Director of Surf Sports (Even)
 - The Director of Property & Amenities (Odd)
 - The Director of Membership (Even)

The Director of Finance (Odd)
The Director of Junior Development (Even)

- 10.5 The President, Vice President, Club Captain / Director of Life Saving, Director of Surf Sports, Director of Membership and Director of Junior Development shall be holders of The Bronze Medallion of Surf Life Saving Australia and must have been financial members of the Club for the preceding 3 seasons prior to election.
- 10.6 The Board of Management may appoint an Advisory Panel, who may or may not be members, as it sees fit from time to time.
- 10.7 The 'Executive' officers of the club shall be The President, The Director of Finance, The Captain (Director of Lifesaving) and The Honorary Secretary.
- 10.8 In extraordinary circumstances, The Executive shall be empowered to take actions, where the majority deem necessary, on urgent matters. Such actions shall be presented to the next Board of Management meeting for endorsement.

RULE 11 DUTIES OF OFFICERS

11.1 The President

- 11.1.1 The President shall chair meetings of The Board of Management, act as official spokesman and representative of the Club and be recognised as the senior club officer and shall be ex-officio on all committees. The President may also, at his discretion appoint the Club Captain to be ex-officio on any Committee in his place.
- 11.1.2 The President shall investigate matters arising from disputes and complaints regarding fund raising and other activities, refer such matters to the Disciplinary Committee if appropriate and refer the findings to The Board of Management. Should the President have a personal interest in the matter to be investigated, the Board of Management shall appoint one of their number, who has no personal interest, to undertake the investigation.
- 11.1.3 The President (or a delegated officer of The Board of Management) shall make the required declarations regarding financial appeals and accounting provisions of the Charitable Fundraising Act 1991 (as amended) to the best of their knowledge.

11.2 Duties of Officers

- 11.2.1 By Laws outlining the duties of all Officers shall be maintained by The Board of Management. Such By Laws may be amended by The Board of Management subject to one month's Notice of Motion of the proposed amendment being given to all Officers of the club and the posting of a notice on the clubs notice board, one month before the alteration is considered by The Board of Management. All By Laws should be reviewed at least every five years.

- 11.2.2 A member of The Board of Management shall be nominated as the Public Officer, by resolution of The Board of Management.

RULE 12 THE BOARD OF MANAGEMENT

- 12.1 The Board of Management shall in addition to the powers specially conferred upon them by these rules have power:
- 12.1.1 to expend funds of the Club in such manner as they shall in their discretion deem expedient in the interests of the Club.
 - 12.1.2 to appoint members of any Club Committee when a vacancy occurs.
 - 12.1.3 from time to time make, repeal and amend all such by-laws, (not inconsistent with these rules), as they shall think expedient for the internal running of the Club. All such by-laws to be binding upon the members until repealed by the Board or set aside by a resolution of a General Meeting of the Club. Particulars of all alterations shall be placed on the notice board within seven days of making thereof. All By-Laws should be reviewed by the Board of Management every five years.
 - 12.1.4 from time to time appoint such sub-committees as they may deem necessary or expedient.
 - 12.1.5 oversee and maintain proper controls over the Club's assets in accordance with The Charitable Collections Act.
- 12.2 The Board of Management is the sole authority for the interpretation of the rules for the time being of the Club, and the by-laws made here under, and the decision of The Board of Management upon any question of interpretation shall be final and binding on the members. The word "Board" unless the contrary intention appears shall mean The Board of Management.
- 12.3 The Board of Management shall be convened once every calendar month and at other times when deemed necessary by The President or two other members of the Board.
- 12.4 Matters referred to The Disciplinary Committee by The Board of Management shall be dealt with in accordance with the current SLSA Regulation
- 12.5 If any matter arises relating to the management or control of the Club, which is not provided for by the rules for the time being, The Board of Management shall have the full power and authority to deal with same.
- 12.6 Notwithstanding the above, the club shall, at all times, comply with the relevant laws and regulations of incorporation and the procedures, guidelines and regulations of Surf Life Saving Australia.

RULE 13 LIFE SAVING COMMITTEE

- 13.1 The object of the Life Saving Committee shall be to facilitate and further lifesaving and make recommendations to the Board on lifesaving matters.

13.2 The Director of Life Saving / Club Captain shall be the Chairman (Chairperson) of the Life Saving Committee.

13.3 Membership of the Life Saving Committee shall consist of:

Director of Life Saving / Club Captain
Chief Instructor
Assistant Chief Instructor Equipment Officer
Patrol Co-Ordinator and Registrar IRB Captain
Under 18 Representative Vice Captain
Community Education Officer

13.4 A Junior Development Representative shall be appointed to the Lifesaving Committee by the Board of Management following a recommendation by the Junior Development Committee.

RULE 14 SURF SPORTS COMMITTEE

14.1 The object of The Surf Sports Committee shall be to facilitate and further Surf Sports and make recommendations to the Board on Surf Sports.

14.2 The Director of Surf Sports shall be the Chairman (Chairperson) of the Surf Sports Committee.

14.3 Membership of the Surf Sports Committee shall consist of:

Director of Surf Sports
Race Secretary
Coaching Co-Ordinator
Swim Representative
Boat Representative
Craft Representative - Ski
Craft Representative - Board
Beach Representative
Board Riding Captain
IRB Representative

14.4 A Junior Development Representative shall be appointed to the Surf Sports Committee by the Board of Management following a recommendation by the Junior Development Committee.

RULE 15 MEMBERSHIP COMMITTEE

15.1 The object of The Membership Committee shall be to facilitate and further activities relating to membership of the club and make recommendations to the Board on membership.

15.2 The Director of Membership shall be the Chairman (Chairperson) of the Membership Committee.

15.3 Membership of the Membership Committee shall consist of:

Director of Membership

Membership Registrar
Membership Promotion Officer
Communications Officer
Under 18 Representative
Diversity and Inclusion Representative
Digital Manager

- 15.4 A Junior Development Representative shall be appointed to the Membership Committee by the Board of Management following a recommendation by the Junior Development Committee.

RULE 16 PROPERTY AND AMENITIES COMMITTEE

- 16.1 The object of the Property and Amenities Committee shall be to facilitate and further long term plans for the development of the clubhouse and its maintenance and to maximise usage of the club for all of the Club's activities and to make recommendations to The Board of Management.
- 16.2 The Director of Property & Amenities shall be the chairman (chairperson) of the Property & Amenities Committee and is responsible for Occupational Health & Safety.
- 16.3 Membership of the Property and Amenities Committee shall consist of:

Director Property and Amenities
Development Co-ordinator
Clubhouse Manager
Functions Co-ordinator
Occupational Health & Safety Officer

RULE 17 JUNIOR DEVELOPMENT COMMITTEE

- 17.1 The object of The Junior Development Committee shall be to facilitate Junior Development in the club.
- 17.2 The Director of Junior Development shall be the Chairperson of the Junior Development Committee.
- 17.3 Membership of the Junior Development Committee shall consist of:
- Director of Junior Development
Deputy Director of Junior Development
Junior Development Secretary
Water Safety Coordinator
Membership Registrar
Lifesaving Education Officer
Age Manager Coordinator
Equipment Officer
- 17.4 All financial transactions of the Junior Development Committee shall comply with the requirements of the Board of Management.

- 17.5 All Junior Development activities shall comply with Surf Life Saving regulations and procedures.
- 17.6 The Junior Development Committee shall recommend (to the Board) the appointment of the following non-voting members to the Junior Development Committee:
- BBQ Coordinator
 - Clothing Coordinator
 - Newsletter Editor
 - Surf Sports Committee Representative
 - Membership Committee Representative
 - Life Saving Committee Representative

RULE 18 FINANCE COMMITTEE

- 18.1 The object of The Finance Committee shall be to investigate and recommend to The Board of Management matters relating to raising, expenditure and investment of Club finances.
- 18.2 The Director of Finance shall be the Chairman (Chairperson) of the Finance Committee.
- 18.3 Membership of the Finance Committee shall consist of:
- Director of Finance
 - Sponsorship Development Officer
 - Two (2) members of The Board (as determined by The Board)

RULE 19 DISCIPLINARY COMMITTEE

- 19.1 The Disciplinary Committee shall be made up of five members who shall be appointed by The Board of Management. Directors are not eligible for appointment to the Disciplinary Committee.
- 19.2 The Convenor of The Disciplinary Committee shall be nominated by The Board of Management and shall convene meetings as directed by the President or The Board of Management.
- 19.3 Any member of The Disciplinary Committee, who is the subject of any matter referred to The Disciplinary Committee, shall automatically cease to be a member of the said Committee
- 19.4 The role of The Disciplinary Committee shall be to:
- Act in accordance with SLSA Regulation Section 5 - August 2011, or as amended by the SLSA
- 19.5 The Board of Management shall appoint, from amongst the Membership a Grievance Officer. Such officer shall not hold any other office or be a member of the Disciplinary Committee. The role of the Grievance Officer shall be to advise and assist members on and with the application of the grievance policy of Surf Life Saving Australia as detailed in the SLSA Grievance Procedure policy statement.

19.6 Rule 23.1 (relating to a quorum) shall apply to the Disciplinary Committee.

RULE 20 ANNUAL GENERAL MEETING

- 20.1 The Annual General Meeting shall be held within 4 months after the close of the Club's financial year, in each year for the following purposes: -
- 20.1.1 to read the minutes of the last Annual General Meeting and any Special General Meeting held since that meeting.
 - 20.1.2 to receive the retiring Board of Management's Report and Balance sheet duly audited.
 - 20.1.3 to elect officers.
 - 20.1.4 to consider Notices of Motion of which six weeks notice in writing has been given to The Board of Management.
 - 20.1.5 to consider nomination for Honour Blazer.
 - 20.1.6 to consider nominations for Life Membership in accordance with rule 7.2.
 - 20.1.7 to consider such general business as may be legally brought forward under the Act.
- 20.2 Twenty one days at least before the Annual General Meeting a notice of such meeting and the business to be transacted thereat shall be posted on the notice board in the Clubhouse, and a copy thereof shall be sent to every member addressed to their address as shown in the Club register. The accidental omission to give notice to any of the members shall not invalidate any resolution passed at any such meeting.
- 20.3 The Board of Management 's Report and Statement of Account should be delivered to each officer and member of the Club at least fourteen days prior to the date fixed for holding the Annual General Meeting. Delivery of the Annual Report and Financial Statement shall comply with RULE 24.

RULE 21 SPECIAL GENERAL MEETING

- 21.1 A Special General Meeting of the Club may be called when deemed necessary by the President or The Board of Management or upon presentation of a requisition signed by twenty-five financial Senior Active Members.
- 21.2 Such Special General Meeting shall be held within six weeks from receipt of such request and at least twenty-one days written notice of such meeting shall be given to each member.

RULE 22 MEETINGS

- 22.1 All officers, Financial and Life Members shall be entitled to vote at any General Meeting of the Club provided that Associate, Award, Cadet, General and Honorary Members, not being active members, shall not be entitled to vote at any General Meeting.

- 22.2 Any Member of The Board of Management or other constituted Committee absents themselves without leave from three Meetings of that Committee/Board shall cease to be a member thereof, unless their explanation for such absence is accepted by such Committee/Board.
- 22.3 Any General or Committee/Board meeting of the Club may be adjourned to any future date to be determined by the meeting.

RULE 23 QUORUM

- 23.1 At all Board of Management and Committee Meetings one-third of elected officers shall form a Quorum.
- 23.2 The Quorum for a General Meeting shall be twenty-five financial members and who by these rules are entitled to vote at such meeting.
- 23.3 Any General or Meeting, at which a Quorum shall not be present may be adjourned to any date within one month as the members present may appoint, and if at such adjourned meeting a Quorum is not present, those members who are present shall be a Quorum and may transact the business for which the meeting was called.

RULE 24 SERVICE OF NOTICES

- 24.1 For the purpose of these rules, a notice may be served by or on behalf of the Club upon any member either personally or by post or email to the member at the member's address as shown in the register of members.
- 24.2 Where a document is sent to a person by properly addressing, prepaying and transmitting to the person a letter or email containing the document, the document shall, unless the contrary is proved, be deemed for the purpose of these rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post / transmission.

RULE 25 INSPECTION OF BOOKS

- 25.1 The records, books and other documents of the club shall be open to inspection, free of charge, by a member of the club at any reasonable hour. Any information, which could be considered a violation of privacy, or which may provide a commercial advantage or disadvantage, shall be withheld and only supplied following legal advice.

RULE 26 DISCIPLINING OF MEMBERS

- 26.1 Any member may be referred to the Disciplinary Committee if they shall wilfully infringe any of the rules or by-laws of the Club, or if, in the opinion of the referring authority, such member has been guilty of conduct unbecoming a member or in anyway detrimental or likely to be detrimental to the interests of the Club.
- 26.2 Any member may be removed or suspended from office on a resolution passed by two-thirds of the members present and entitled to vote at The Board of Management Meeting specially summoned for the purpose of considering such removal or suspension.

- 26.3 Any Active member who misses two patrols without leave in writing first being applied for and obtained from the Life Saving Committee shall automatically be suspended from the Club provided, however, that the Life Saving Committee may at a time at its discretion re-admit said person to membership upon giving satisfactory explanation. A member dealt with under this rule has the right of appeal to The Board of Management.
- 26.4 Any member expelled shall forfeit all rights and privileges of any kind they shall have in the Club and shall cease to be a member thereof. Any member suspended shall forfeit all rights and privileges as a member and shall not attend the Club during the period of suspension, but for the purpose of this rule only will not cease to be a member of the Club.
- 26.5 Any member dealt with under the preceding rule shall be subject to the conditions contained in SLSA regulations (Discipline and Judicial).

RULE 27 PATROLS

- 27.1 The Patrol season and hours shall be recommended by the Life Saving Committee, agreed by The Board of Management and approved by the Sydney Branch Incorporated of Surf Life Saving Australia.
- 27.2 All members of The Board of Management, The Chief Training Officer and Life Members shall be exempt from rostered patrol duties. Also, members of the Board of Control of Surf Life Saving Australia, and others whom the Committee may from time to time exempt from rostered patrol duties.
- 27.3 Any Active member who misses two patrols will be subject to rule 26.3.

RULE 28 RULES BINDING

- 28.1 All members of the club shall be considered to have assented and agreed to be bound by the Constitution and By-laws from time to time in force in the club.
- 28.2 These rules may be added to, repealed or amended by resolution passed by a two-thirds majority of the members present and entitled according to these rules to vote at any General Meeting, of which notice specifying the intention to propose such resolution has been given in accordance with these rules.

RULE 29 MEMBERS' LIABILITIES

- 29.1 The liabilities of a member towards the club to contribute towards the payment of the debts and liabilities of the Club or the cost, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by RULE 8.
- 29.2 No member by reason of their membership has any transmissible or assignable interest in the property of the Club, and on any member being expelled in accordance with these rules, or otherwise ceasing to be a member of the Club, their interest shall accrue and belong to the other members for the time being.

RULE 30 DISSOLUTION OF THE CLUB

- 30.1 This Club may be dissolved by a resolution carried by a three-fourths majority of financial active members present and entitled according to these rules to vote at any Special General Meeting of which written notice specifying the intention to propose such resolution has been duly given each active member, and posted in the Clubhouse for at least twenty-eight (28) days prior to such meeting and advertised in a local newspaper at least once in each of the three consecutive weeks preceding such meeting; provided that such resolution shall be entitled according to these rules to vote as may be present at a subsequent Special General Meeting of which fourteen days written notice has been given to each active member, and held at an interval of not less than one month nor more than two months from the date of the meeting at which such resolution was passed. Upon the passing and confirming of any such resolution, The Board of Management shall proceed to realise the property of the Club, and after discharge of all liabilities shall pay over the net proceeds to such charitable institutions as may be resolved upon such resolution.

RULE 31 CHIEF PATRON AND VICE PATRON/S

- 31.1 The Board of Management may annually appoint a Chief Patron and Vice Patrons as it considers necessary. The general membership may recommend such persons to The Board of Management at the AGM.

RULE 32 RULES OF DEBATE

- 32.1 Any member desiring to speak shall stand up and address the Chairperson respectfully.
- 32.2 No member may speak more than once to a question, except in explanation or reply.
- 32.3 A member who formally seconds a motion of amendment, may address the meeting in support at a subsequent stage of the debate.
- 32.4 A reply shall be allowed only to a member who has moved a substantive motion.
- 32.5 No member shall use offensive or unbecoming words.
- 32.6 No speaker shall digress from the subject under discussion, and impure improper motives and all personal reflections on members shall be deemed disorderly.
- 32.7 Whenever the Chairperson rises during debate, the member speaking shall sit down.
- 32.8 No member shall interrupt another while speaking, except on a point of order.
- 32.9 Any member during the debate may raise the point of order, when the member then speaking shall sit down until the point of order has been decided. The member rising to a point of order shall state concisely the point, and the Chairperson without further discussion shall give his ruling.

- 32.10 It shall be competent for any member to move a motion of dissent from the Chairperson's ruling. The mover of the motion of dissent shall concisely state the point. The seconder and the Chairperson only may speak to the motion.
- 32.11 A member may move the adjournment of debate. If the motion is resolved in the negative, the mover shall not be allowed to again speak on the question under debate. If the motion is resolved in the affirmative, the mover shall have the right of resuming the debate at the ensuing meeting. No member shall move the adjournment at the end of his speech.
- 32.12 At any time during the debate, any member may without motive move "that the question now be put" and such motion being duly seconded, shall then be put without debate. If carried, the question shall be put to the vote; if lost, the debate shall proceed.
- 32.13 An amendment may be moved on any original motion. The Chairperson shall first put the amendment to the meeting and if carried, it shall be declared to embody the decision of the meeting superseding the motion. When an amendment has been decided, a further amendment may be moved, which, if carried, shall in turn supersede the motion. If there be no amendment, the original motion shall be put after the mover has replied.
- 32.14 The Chairperson shall refuse to receive any amendment which is a direct negative.
- 32.15 Voting shall be by voices, or show of hands at the request of any member.
- 32.16 If a secret ballot is demanded at any meeting by any member present thereat, it shall be taken upon such conditions as the Chairperson of such meeting directs.
- 32.17 The Chairperson may appoint tellers to assist him in counting a vote by show of hands or division, or at a secret ballot.
- 32.18 The mover of an original motion must obtain the consent of his seconder and the approval of the meeting before making any alterations to the wording of his motion.
- 32.19 An amendment having been moved, it shall not be competent to move any further amendment but notice may be given of intention to move such further amendment when the previous amendment has been disposed of. Only one amendment can be considered at the one time.
- 32.20 In the absence of the Chairperson, the Chairperson of that meeting shall be elected by vote of the members in attendance thereat.
- 32.21 In the case of an equality of votes on any question at any Committee, Board or General Meeting, the Chairperson of the meeting is entitled to exercise a second or casting vote.
- 32.22 A rescission motion may be considered by the Board of Management, provided that all of the members present, when the motion to be rescinded was proposed, are present to vote on the rescission motion. Otherwise, the Board must be given five day notice of any rescission motion. In both cases a two thirds majority is required to rescind a motion.

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