

# MAWSON LAKES GOLF CLUB INC.



## **Mawson Lakes Golf Club**

### **CONSTITUTION**

**Incorporated 1989, under the Associations  
Incorporation Act 1985**

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The first constitution of the Club was enacted on the 10<sup>th</sup> day of October 1979.

It was subsequently amended and approved by the Sports Association Council of the S.A. Institute of Technology (now non-functioning) on the 19<sup>th</sup> day of October 1986 and further amended on the 17<sup>th</sup> day of April 1988 and the 21<sup>st</sup> day of April 1992.

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## **1. NAME**

The name of the Club is the: Mawson Lakes Golf Club Incorporated (hereafter referred to as the “Club”)

## **2. OBJECTS**

The objects of the Club are: -

- 2.1 To promote the game of golf and to provide facilities there for.
- 2.2 Generally promote and engage in activities to foster the well-being of the Club for golf, recreational and social purposes for the enhancement of quality of life for its members.

## **3. POWERS**

The Club, in addition to the powers conferred by Section 25 of the Associations Incorporation Act 1985 or as amended, shall have power:-

- 3.1 To acquire, by purchase lease or otherwise, any equipment, property or interests in property, real or personal, which in the opinion of the Board may be desirable for use for the purposes of the Club and to dispose of by such means as the Board may determine any such property or interests therein which may in the opinion of the Board be surplus to the requirements of the Club.
- 3.2 To engage or employ and remunerate such persons as are necessary for the administration, management, conduct and other purposes of the Club, as the Board may consider appropriate.
- 3.3 To promote and to hold either alone or in conjunction with any other association, club or person, golf competitions, matches, and meetings, to give or contribute towards prizes, medals and awards and to give or support all manner of entertainment.
- 3.4 To establish, promote or to assist in the establishment or promotion of, and to subscribe to or become a member or associated or amalgamated with, any other club or association whose objects are complementary to the objects of the Club or the establishment or promotion of which may be beneficial to the Club.
- 3.5 To invest and deal with the monies of the Club in such manner as the Board may from time to time determine.
- 3.6 To raise money either with or without security on the assets of the Club in such manner as the Board may from time to time determine and without limiting the generality of that power by drawing or endorsing negotiable bills of exchange or accepting or making use of discount or other facilities or financial arrangements offered by financiers to extend credit facilities to the Club.
- 3.7 To support and to subscribe to any charitable or public body.

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- 3.8 To apply to any Government Department, Local Council, Statutory Authority or other similar agency for money, or resources of any kind whatsoever including the grant of loans and buildings.
- 3.9 To apply for, and hold licences, permits and such other authorisations for the benefit of the members the Club.
- 3.10 To build, construct or maintain buildings, or structures on land used or part of property used, leased or owned by the Club.
- 3.11 To do all such acts and things as may in the opinion of the Board be conducive to the attainment of any of the objects of the Club.

## **4. INTERPRETATIONS**

- 4.1 Unless the contrary intention appears in the Constitution “the Club” means the Mawson Lakes Golf Club Incorporated.
- 4.2 “The Board” means the Board of Management of the Club consisting of members duly elected in accordance with the constitution.
- 4.3 The Chair of the Board is the Chief Executive and Public Officer and is referred to herein as the President.
- 4.4 “Constitution” means the Constitution of the Mawson Lakes Golf Club Incorporated.
- 4.5 “Joining Fee” means the fee paid by way of admission to the Club.
- 4.6 “Masculine” includes “Feminine” where the context permits; Club policy is non-discriminatory.
- 4.7 “Membership Fees” means the fees paid annually or part thereof, as the case may be, by a member of the Club.

**NOTE:** Words importing the singular include the plural and vice versa where the context permits.

## **5. MANAGEMENT**

The Club shall be managed by a Board of Management elected in accordance with the Constitution.

5.1 **BOARD OF MANAGEMENT** shall consist of:

- (a) **EXECUTIVE MEMBERS**
  - President (Chair & C.E.O.)
  - Senior Vice President
  - Vice President
  - Secretary
  - Treasurer
- (b) **MEMBERS**
  - Club Captain
  - Vice-Captain

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5.2 No person shall fill more than one position on the Board of Management.

## **6. HANDICAPPER and HANDICAPPER ASSISTANT**

- 6.1 The Handicapper and Handicapper Assistant shall be elected or appointed annually in accordance with procedures outlined in Sections 16, 17 and 18.
- 6.2 On the recommendation of the Handicapper and/or Handicapper Assistant the Board may approve the appointment of assistants to these positions in accordance with Rule 9.13.

## **7. SUB-COMMITTEES**

### **7.1 Statutory**

(a) **Match Committee** which shall consist of: -

- Club Captain (Chair)
- Vice-Captain
- Handicapper
- Handicapper Assistant and
- Three (3) members\*

\*Members of the Match Committees may be elected or appointed in accordance with procedures outlined in Sections 16, 17 and 18.

(b) All Statutory Sub-Committee Chairs are responsible to and report directly to the Board.

### **7.2 Ad Hoc Sub-Committees**

- (a) The Board may from time to time delegate to such sub-committees as it may appoint such of its powers and authorities as it may from time to time determine.
- (b) A sub-committee appointed pursuant to the preceding rule may but need not necessarily be comprised of members of the Board.
- (c) The operations and functions of all sub-committees appointed pursuant to this rule shall be governed by procedures approved by the Board from time to time.
- (d) All ad-hoc sub-committee Chair are responsible to and report directly to the Board.

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## **8. PROCEEDINGS OF THE BOARD**

- 8.1 The Board shall meet at such times as it may determine but not less frequently than once in each calendar month and, in the absence of an alternate determination, at the Club house.
- 8.2 If present, the President/Chair shall preside at all meetings of the Board. If the President is absent from a meeting or is for any reason unwilling to act as chairman of the meeting the Senior Vice President/Deputy Chair shall act as chairman of the meeting. If both the President and Senior Vice President are either absent or unwilling to chair a meeting the meeting shall elect a member of the Board to act as Chair.
- 8.3 The quorum for all meetings of the Board must comprise three (3) Executive Members, one of which shall be the Secretary or Treasurer and two (2) other Executive Members. Five (5) attending in person and eligible to vote.
- 8.4 Each member of the Board present at a meeting shall have one (1) vote. The Chair of the meeting shall have a deliberative vote on all questions arising, and in the case of an equality of votes, a second or casting vote.  
Except as provided in Rule 11.3 a Board member may vote only if personally present at a meeting of the Board.
- 8.5 The Secretary shall convene a meeting of the Board within twenty-one (21) days of being requested so to do by any two (2) members of the Board.
- 8.6 The Board shall ensure that proper records of the proceedings are maintained by the Secretary and that proper records of the financial transactions and affairs of the Club are kept by the Treasurer.

## **9. PREROGATIVES OF THE BOARD**

Without derogating from the generality of the powers conferred on the Board by these Rules the following powers are conferred on the Board.

- 9.1 The Executive Members of the Board are specifically empowered by the Club to negotiate, with representatives of the University of South Australia, agreement for the tenancy of the golf course, clubrooms and appurtenance works, situated at the Mawson Lakes Campus of the University.
- 9.2 The Executive members of the Board are specifically empowered by the Club to secure appropriate Insurance Policies to cover all members for: -
  - (a) Personal Liability: For third party personal injury or damage to property.
  - (b) Personal Accident: Death or permanent disablement on or in the precincts of the golf course.
  - (c) The contents of the clubrooms located at the Mawson Lakes Golf Clubrooms.
- 9.3 To indemnify the Club and the University of South Australia against Public Liability.
- 9.4 Power to limit the number of members of each category and subject to these Rules to prescribe qualifications for and conditions of membership.

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- 9.5 Power to fix entrance fees, annual subscriptions, calls and other charges payable by members and the date or dates by which the same shall be due for payment and power to remit the payment of any such fees and charges.
- 9.6 Power to regulate standards of conduct and of dress of users of the Club's facilities, power to discipline members for breaches of etiquette or the Rules of Golf or for unruly or unseemly conduct on the Club premises and power to suspend or terminate membership in accordance with these Rules where the Board considers that action to be appropriate in the circumstances.
- 9.7 Power to regulate the conduct of play on the course, and to fix playing times especially affecting members of different categories of membership.
- 9.8 Power to enter into contracts in which a member of the Club or a member of the Board may have a financial interest provided that: -  
The Board shall not enter into any contract for the provision of goods or services in which a member of the Board has a financial interest unless that member discloses the nature and extent of that interest and no member of the Board shall vote on any resolution relating to a contract in which that member has a financial interest.
- 9.9 Power to grant an indemnity against all of the assets of the Club in favour of members of the Board, in respect of all contracts and engagements bonafide entered into on behalf of the Club.
- 9.10 The Board of Management and all the individual members thereof and all persons acting for and on behalf as appointed by the members or the Board of Management (all such individuals herewith called "a Club representative") shall be indemnified and saved harmless by the Club or any claims and charges for damages made against the Club representative and any expenses and costs that may be incurred by any such Club representative as a result or in the course of any such Club representative acting for and on behalf of the Club negligently or otherwise in any matter or thing provided that such Club representative in any such matter or thing at all times acted honestly in good faith and in the interests of the Club and within the scope of the express and/or implied ambit of such Club representative's authority to act for and on behalf of the Club.
- 9.11 Power to reimburse any member of the Board for out of pocket expenses incurred by him in connection with the discharge of duties as a member of the Board.
- 9.12 Power to interpret these Rules in a manner binding on the members of every category in circumstances of conflict or of doubt as to their correct meaning.
- 9.13 Power to appoint assistants to Office Bearers as deemed necessary.
- 9.14 Power to appoint a Corporate Manager.
- 9.15 Power to appoint a Club Patron.

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## **10. MEMBERSHIP**

### **10.1 Life Membership**

- (a) On the recommendation of the Board a member of the Club may be elected as a Life Member, in consideration of valuable services rendered to the Club, by a two thirds majority of those present with voting rights at an Annual General Meeting.
- (b) Every Life Member shall, during the currency of their Life Membership be entitled to all the privileges and playing rights of "A" members of the Club as defined in Rule 10.4 (a) without payment of the annual subscription.
- (c) Life Members that held the category of Life Membership on the adoption of this Constitution shall maintain their rights & privileges.

### **10.2 Honorary Membership**

- (a) The Board may invite a person, other than a member, as distinguished by their particular office to be an Honorary Member of the Club during the term of that particular office or for such a period or occasions as it may determine.
- (b) Honorary Members shall have no voting rights.
- (c) Honorary Members shall only have playing rights and privileges as determined by the Board

### **10.4 Club Members**

Are those persons who hold membership in the Club on the adoption of this Constitution or become members under Rules provided in Section 11.

- (a) "A" Members (7 day) shall have full playing rights. The maximum number of "A" Members shall be determined from time to time by the Board.
- (b) "B" Members (5 day) are not permitted to play on Saturdays and Sundays; otherwise have full playing rights.
- (c) All "A" & "B" membership categories with the exception of restrictions stated in Rules 10.4 (b) have full membership privileges and voting rights.

### **10.5 Junior Members**

- (a) Junior Members shall be persons between the age of 15 years and 18 years inclusive.
- (b) Cadet Member shall be persons between the age of 10 years and 14 years inclusive.
- (c) Junior members shall have no voting rights; on attaining the age of 18 years may apply to be admitted to "A" or "B" Category membership.

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#### **10.6 Other Member Categories**

- (a) Student Members shall be a Full-Time student between the ages of 18 years and 25 years inclusive, no club discounts apply
- (b) Handicap Members the club will maintain your Golf Link Handicap, there are no playing rights or club discounts
- (c) Social Members shall have full use of the Clubhouse with a % Discount but have no playing rights
- (d) Practice Area may use the practice facilities 7 days a week but have no playing rights or club discounts

\*The above memberships in this section have no voting rights

#### **10.7 Temporary Members.**

On application the Board may admit the following persons as temporary members on such terms and conditions as the Board determines: -

- (a) Persons residing temporarily in South Australia who have satisfied the conditions imposed by the Board in making such appointment.
- (b) Persons participating in a golf competition being conducted on the course of the Club under the auspices of the Board.
- (c) Members of associations or organisations which have been given permission by a resolution of the Board to use the course of the Club.
- (d) Members of golf clubs with which the Club has reciprocal agreements in respect of playing rights.
- (e) Persons who are permitted to use the course of the Club and who have paid the appropriate green fee.

#### **10.8 Provisos**

- Unless otherwise determined by the Board or by the terms of any reciprocal agreement the period of temporary membership of the Club shall not extend beyond one (1) day.
- The Board shall have the right at any time to refuse a person admission to temporary membership of the Club or to cancel any temporary membership conferred and shall not be bound to ascribe any reason for so doing.
- A temporary member shall pay such subscriptions as the Board determines from time to time.
- Notwithstanding any other provision of these Rules the aggregate number of honorary members and temporary members at any time shall not exceed in number 10% of the aggregate number of members of all categories.

## **11. ADMISSION OF MEMBERS**

- 11.1 Every candidate for admission shall be proposed and seconded by two members of the Club on the form provided.

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- 11.2 The Secretary shall post in a conspicuous place in the Clubhouse the names and addresses of all candidates for at least fourteen days (14) prior to the date of admission to the Club.
- 11.3 The Board shall approve the admission of candidates by a ballot of the members of the Board and three (3) adverse votes shall exclude. A Board member may record a vote by notice in writing to the Secretary if that member intends to be absent.
- 11.4 Each candidate shall be notified of the class of membership to which his admission has been approved.
- 11.5 On admission the candidate shall be advised that access to the Constitution, The OH&S Document & Club Policies are available on the Club Web Site.
- 11.6 On admission the candidate shall be furnished with an account showing the joining fee, subscription and such other financial commitments which membership entails.
- 11.7 A candidate admitted to a class of membership is entitled to all rights and privileges of that class of membership.
- 11.8 A candidate whose application for admission has been refused shall not be eligible to re-apply for membership until twelve (12) calendar months have elapsed from the date of such rejection.

## **12. JOINING FEE**

- 12.1 The amount of Joining Fee payable by new members shall be determined by the Board and prominently displayed in the Club room two (2) months prior to any change of such fee.
- 12.2 At the discretion of the Board a joining fee for new members admitted during the last four (4) months of the financial year may be adjusted.

## **13. MEMBERSHIP FEES**

- 13.1 The amount of the annual membership fee shall be determined by the Board and prominently displayed in the Clubroom not later than two (2) months prior to the end of the Club's financial year.
- 13.2 All membership fees are due and payable not later than 31st March each year or at any other date as determined by the Board.
- 13.3 Any person admitted as a member during the Club's financial year shall pay a subscription fee on a pro-rata basis or as determined by the Board
- 13.4 Any member not paying all amounts due by the date as determined in Rule 13.2 will be deemed to have relinquished membership.
- 13.5 Where a membership has been cancelled or relinquished, the Board may, upon the receipt of a written request from the member and a satisfactory explanation for non-payment, re-admit the member to the former or other category available upon payment of all amounts due.

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- 13.6 If a member after having been notified is in arrears for more than four (4) weeks in the payment of any moneys due to the Club on any account whatsoever then: -
- (a) That member shall not be eligible to play in any competition on the Club's course.
  - (b) The Board may suspend the member from otherwise using the course and facilities of the Club until that member has paid all debts owed by the member to the Club.
- 13.7 A member may with the approval of the Board and on such terms as the Board may determine change the member's classification of membership.

## **14. RESIGNATION**

- 14.1 A member may resign at any time by giving written notice to the Secretary of the Club. A member who resigns shall remain liable after the date of resignation for the payments of any debts due to the Club including unpaid entrance fees, subscriptions, charges and levies at the time of resignation.
- 14.2 Any refund will be determined by the BOM & advised in writing to the member.

## **15. FINANCIAL YEAR**

The financial year of the Club shall be from 1st April to 31st March of the following year.

## **16. NOMINATIONS FOR BOARD OF MANAGEMENT**

Vacancies at expiry of tenure:

- 16.1 Each candidate for election as a member of the Board or other office must be a Member with voting rights and be proposed in writing on the official nomination form.
- 16.2 The nomination form must be signed by the proposer, seconder and candidate.
- 16.3 The candidate's proposer and seconder shall in each case be a member with voting rights.
- 16.4 The nomination of each candidate shall be delivered to the Secretary at least twenty-one (21) days before the date of the Annual General Meeting.
- 16.5 Should there be insufficient nominations received for the required vacancies for Board Members, then the Chairman at the Annual General Meeting shall declare those positions vacant and accept nominations from members with voting rights duly present at the Annual General Meeting.

## **17. ELECTION OF CANDIDATES**

- 17.1 Where more candidates are nominated than there are vacancies to be filled then the election shall be by ballot.
- 17.2 The election of Office Bearers shall be conducted by the Returning Officer who shall be appointed by the Chair prior to each Annual General Meeting.

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- 17.3 The decision of the Returning Officer (who shall be a current member of the club with full voting rights) relating to the ballot shall be final and conclusive.
- 17.4 Two (2) or more scrutineers who shall be members of the Club with voting rights shall be appointed by the Returning Officer prior to the Annual General Meeting.
- 17.5 The Chair shall declare the time for taking the ballot for the election of officers at the commencement of the Annual General Meeting.
- 17.6 The ballot shall remain open for such time as is reasonable to complete the ballot.
- 17.7 The required numbers of candidates receiving the greatest number of votes shall be elected or in the event of an equality of votes for two (2) candidates there shall be an immediate ballot between those two (2) candidates.
- 17.8 Notwithstanding anything herein contained all Officers of the Club shall be deemed to continue in office unless their successors shall have been duly elected.

## **18. BALLOT (procedures)**

At any Annual General Meeting or Special General Meeting any resolution put to the vote shall be decided by a show of hands unless a ballot is demanded by at least ten percent (10%) of members present with voting rights.

## **19. VOTING POWERS**

- 19.1 Life Members, "A" & "B" category Members shall be entitled to vote in person at any Annual General Meeting or Special General Meeting.

## **20. GENERAL MEETINGS AND PROCEDURES**

### **20.1 Annual General Meeting**

- (a) The Annual General Meeting of the Club shall be held no later than the last day of June in each year at such time and place as determined by the Board.
- (b) The business of each Annual General Meeting shall be: -
  - (i) To receive a report from the Board an audited statement of income and expenditure and balance sheet for the year ended 31st March each year and an auditor's report thereon.
  - (ii) To elect office bearers and members of the Board.
  - (iii) To appoint an auditor.
  - (iv) To deal with any item of special business.
- (c) Special business at an Annual General Meeting shall be that business in respect of which notice of intention to raise the same has been given by a Club member to the Secretary fourteen (14) days prior to convening the meeting.
- (d) The notice of meeting shall contain details of any item of special business notice of which has been given to the Secretary.

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## **20.2 Special General Meeting**

- (a) A Special General Meeting may be convened by direction of the Board and shall be convened within twenty-eight (28) days of a receipt of a requisition signed by not less than 10% of Club members specifying the subject matter of discussion at the meeting.
- (b) Fourteen (14) clear days' notice at the least shall be given of every General Meeting of the Club.
- (c) No business shall be transacted at a Special General Meeting except that of which notice has been given as aforesaid.
- (d) The quorum for any general meeting is 10% of Club members whose subscriptions are currently paid and only such members shall have the right to attend or vote at a general meeting.
- (e) All decisions of a general meeting shall be determined by a majority of votes except where under this Constitution some other majority is required. The Chair of every general meeting shall have a deliberative vote and in the case of an equality of votes a second or casting vote.
- (f) No business shall be transacted at any meeting unless a quorum is present.
- (g) If within thirty (30) minutes from the time appointed for the meeting a quorum is not present the meeting if convened upon requisition of members shall be dissolved. In any other case it shall stand adjourned to the same day in the week following at the same time and place and if at the adjourned meeting a quorum is not present within thirty (30) minutes from the time appointed for the meeting the members present shall in the case of an adjourned Annual General Meeting form a quorum but in any other case the meeting shall be dissolved.

## **20.3 Presiding Officer**

- (a) If present the President/Chair shall preside at all general meetings. If the President is absent or is for any reason unwilling to act as Chair at the meeting the Senior Vice President, if present shall do so. If neither the President nor Senior Vice President are present or unwilling to chair a meeting, the meeting shall elect a member of the Board or if no Board Member is willing, then a member present shall be elected to chair the meeting.
- (b) Notices of all general meetings shall be advised only to Club members. The notice of every general meeting shall be posted on the principal notice board in the Club house.

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## **21. AUDITOR**

- 21.1 There shall be an auditor.
- 21.2 The auditor shall, if required by law, be a registered company auditor at the time of his nomination and appointment.  
The auditor shall not be a member of the Board but may be a member of the Club.
- 21.3 The auditor shall audit the accounts of the Club and shall have full access to all of the books, papers, accounts and documents relating to the affairs of the Club for the purposes of the conduct of the audit. The auditor shall provide a report to the Annual General Meeting on the accounts of the Club submitted to that meeting.

## **22. TENURE OF OFFICE**

- 22.1 All Executive Members of the Board of Management shall hold office for two (2) consecutive years and shall be eligible for re-election after that period.
- 22.2 The Executive Members of the Board will hold office at the following intervals
- The President, Vice President & Treasurer will be up for re-election on Odd numbered years i.e. next renewal 2021
  - The Senior Vice President & Secretary will be up for re-election on Even numbered years i.e. next renewal 2020
- 22.2 The Office of a Board Member shall become vacant if a Board Member is:
- (a) Disqualified by the Associations Incorporation Act 1985.
  - (b) Expelled under the rules of this Constitution.
  - (c) Permanently incapacitated by ill health.
  - (d) Absent without apology from more than three (3) consecutive Board Meetings or if that Member resigns.
  - (e) The Board may appoint a successor to such vacancy and the successor shall serve the balance of the period which the original Member would have served and then the position shall be filled in accordance with the Constitution.
- 22.3 No Member is eligible for election to the Board whilst he or she is a Member of the committee of another Golf Club registered with the Golf SA or Golf Australia.

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## **23. DUTIES/RESPONSIBILITIES**

Of Board of Management Board Executives; Board Members; Office Bearers; and Statutory Committees.

### **23.1 Board Executives**

- (a) **President/Chair** is the Chief Executive Officer of the Club and presides over meetings of the Board of Management.
- Represents the Club in all negotiations and contracts affecting the welfare and viability of the Club.
  - As the Chief Executive Officer exercises a general supervision over the affairs of the Club.
- (b) **Senior Vice President/Deputy Chair**
- Assist the President in discharging the responsibilities of that office.
  - In the absence of the President, act in his/her stead.
  - Responsible for co-ordinating course development and priority recommendations.
  - Liaise with Ground Staff for maintenance/course development requirements.
- (c) **Vice President**
- Responsible for Public Relations
  - Procuring Advertising Sponsors.
  - Responsible for Grants & Club/Course Developments in liaison with the Board of Management
  - Insurance and compensation claims and security
  - Responsible for clubroom maintenance, facilities
- (d) **Secretary** is an Executive member of the Board reporting directly to the President. Duties include:
- Generally, oversee and co-ordinate the day to day operations and activities of the Club including overseeing the Co-ordination of the Clubs Volunteers
  - Undertake all secretarial work of the Board, record the proceedings and maintain proper records of all meetings.
  - Receive all correspondence and ensure prompt attention to both incoming and outgoing requirements.
  - Maintain membership records including sending out membership renewals
  - Act as custodian of all records, books and legal documents.
  - Perform the requirements as set out in these Rules and report on the Club's activities at the General Meetings.

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- (e) **Treasurer** is an Executive member of the Board reporting directly to the President. Duties include:
- Responsibility for operating the Club's financial accounts and maintaining proper records of all transactions.
  - Withdrawals to be made from same by any One (1) of President, Senior Vice President, Secretary and Treasurer as signatories.
  - Provide finance for day to day operations for goods and services as determined by the Board.
  - All other expenditure is subject to Board meeting approval.
  - Provide financial statements at monthly Board meetings;
  - Arrange annual balance sheets and
  - Auditor's report as required in this constitution.
- (f) At the discretion of the Board & as agreed by the Board Member the duties of Board Members may be re-allocated as they think is fit & in the best interest of the club, this must be voted on as a majority vote & noted in the minutes.

### 23.2 Board Members

(a) **Club Captain and Vice-Captain**

- Shall ensure that the rules of play of the Club comply with the Rules of Golf determined by the Royal and Ancient Golf Club of St. Andrews conjointly with those rules required of the Golf SA & Golf Australia.
- The Club Captains, when and as necessary shall advise/instruct players on the Rules of Golf, Local Rules and Etiquette.
- The Captains should implement any action necessary on all matters in regard to play on the home course and similarly act in respect of the members when playing away.
- The Captains should advise/instruct Course Marshals on their duties.
- The Club Captain shall be the Chair of the Match Committee.
- The Club Captain shall be the Club's representatives at meetings with the Golf SA as required.

### 23.3 Office Bearers

**Handicapper and Handicapper Assistant**

Shall be responsible for:

- Maintaining satisfactory methods of recording players' scores for handicap purposes.
- Ensure handicap calculations are in accordance with the requirements of Golf Australia.
- Maintain a record of the course rating.

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- Ensure the results of all competitions are displayed in the clubroom and provide results to the press whenever practicable.
- Liaise with the Club Captain's and advise on any matters including discrepancies, queries, disputed scores and handicaps arising from competition play.

#### **23.4 Statutory Committees**

(a) **Match Committee:** [Members 7.1(a)]

- Prepare competition programmes.
- Ensure Rules of Play and Local Rules as resolved by the Committee are in accordance with the Rules of the Royal and Ancient Golf Club of St. Andrews conjointly with those rules required of the Golf SA & Golf Australia.
- Select all teams to represent the Club.
- Ensure play discipline, etiquette, environmental and course protection and security are observed by all players.
- Allocate trophies in consultation with the Treasurer; maintain records of all trophy winners.
- Ensure score cards are available at all times.
- The Match Committee will oversee the running of the Pennants teams

## **24. REPRIMAND, SUSPENSION AND EXPULSION OF A MEMBER**

The Board may reprimand, fine, suspend or expel any member of the Club under the Associations Incorporation Act, 1985.

- 24.1 Who shall commit any breach or non-observance of the Constitution of the Club or of any order or direction of the Board or of any Special or Ordinary General Meeting.
- 24.2 Who in the opinion of the Board, shall be guilty either in or out of the Club of any act, practice, conduct, matter or thing prejudicial to the interests of the Club or calculated in any manner to bring discredit on the Club or its members or to impair or affect the enjoyment of the Club premises by the members. Notice of any such suspension or expulsion shall forthwith be sent to the member at his or her last known address.
- 24.3 Particulars of the charge shall be communicated to the member at least one (1) week before the meeting of the Board at which the matter will be determined.
- 24.4 Any member of the Club who may feel aggrieved by any decision or action of the Board under this clause may by notice in writing given or delivered to the Secretary within one (1) week from the date of notification by the Board, appeal against such decision or action to the Board.
- 24.5 Such notice of appeal shall state the grounds of appeal and such appeal shall be heard at the next meeting of the Board of Management.

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## **25. MEMBERS TO ABIDE BY THE CONSTITUTION**

Every member shall be deemed to have agreed to abide and be bound by the Constitution of the Club as required by the Associations Incorporation Act 1985.

## **26. TRANSITIONAL PROVISIONS**

All Members admitted to the Club prior to the adoption of this Constitution shall continue to have playing rights and privileges enjoyed by them prior to the adoption of this Constitution.

## **27. ALTERATIONS TO THE CONSTITUTION**

- 27.1 A motion for the amendment or repeal of the constitution shall only be made at an Annual General Meeting or Special General Meeting at which at least fifty (50) Members with voting rights are present and notice of motion has been given in accordance with the Constitution. No such motion shall be carried unless supported by no less than three fourths ( $\frac{3}{4}$ ) of those Members voting
- 27.2 In the event that a quorum is not present at the duly called and convened General Meeting, then the procedure detailed in the Constitution, and described in Rule 20.2(d), shall apply.

## **28. SEAL OF THE CLUB**

- 28.1 The seal of the Club shall be under the control of the Board and shall only be affixed to a document in the presence of the Secretary and one (1) Seal holder, both of whom shall countersign the document, provided that approval for such affixing shall be by resolution of the Board or by the resolution of the Members at General Meeting.
- 28.2 There shall be three (3) Seal holders, including the Secretary, who shall be Members of the Club appointed by the Board.

## **29. WINDING UP OF CLUB**

- 29.1 The Club shall only be wound up by a resolution of a Special General Meeting of the Club convened solely for the purpose of considering a resolution that the Club would be wound up.
- 29.2 The resolution shall be passed by not less than three fourths ( $\frac{3}{4}$ ) majority of members with voting rights present and voting on the resolution.
- 29.3 On winding up of the Club any surplus assets remaining after paying all the liabilities of the Club and the expenses of the winding up shall be applied in full as recommended by the Board, subject to approval by the Corporate Affairs Commission.

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