



THORNIE BOWLING CLUB (INC) BY-LAWS

(September 2024)

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Associations Incorporation Act 2015 (WA)
Associations Incorporation Regulations 2016 (WA)
Liquor Licensing Act 1988
Liquor Control Regulations 1989
Corporations Act / Regulations 2001
Privacy Act (1974) Regulations 2001 and 2006
Public Health Act 2016
Gaming Commission Act
Public Health Regulations 2017
Australian Tax Legislation
Thornlie Bowling Club Constitution July 2022
Bowls WA Constitution, By-Laws and Regulations

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1.0 - Terms Used

In these By-Laws, unless the subject matter or context otherwise indicates or requires, any words or letters shall have the meaning as indicated in the Club's constitution.

"Liquor Act" means the Liquor Licensing Act 1988 and amendments thereto, or any other legislation that might come into force to supplement this Act, shall form part of these By-Laws.

"Act" means the *Associations Incorporation Act 2015*

"Bowls WA" means the Royal Western Australian Bowling Association trading as Bowls WA

"the Committee" means the office holders of the Club as defined in the Constitution

2.0 – OUR VALUES

Our values statement represents the core beliefs of the Thornlie Bowling Club that inspire and guide its choices in the way it operates and deals with people

Respect - We treat all people with dignity and respect. Treating your fellow members and Club employees with equality and dignity, and assume they have integrity. Valuing the different perspectives of your colleagues as well as your own and show them that their contributions and expertise matter

Loyalty means being consistent in your treatment, behaviour, and regard for another. It's important to be reliable and dependable—someone who can be counted on to show up. Loyalty also involves consistently treating the other person with kindness, fairness, and generosity of spirit.

Honesty The more honest you are, the more easy it is to trust. Not only will others trust you, but you can also feel more confident when trusting others

Trust A team is not a group of people who work / play together. A team is a group of people who trust each other.

Accountability We honour our heritage by being socially, financially, and environmentally responsible.

3.0 CODE of CONDUCT

Member's Code of Conduct applies equally to members and their guests, including players from other clubs visiting Thornlie Bowling Club for sporting competitions and social functions.

3.1 On the Greens

- (1) As a Club operated primarily by volunteers for the benefit of its members, all members of Thornlie Bowling Club Inc. have an individual and collective responsibility to contribute in a positive way to the operations of their Club.
- (2) Players must display respect to their team mates, opponents, officials and play the game within Bowls Aust and Bowls WA Laws and/or Conditions of Play, to the highest degree of sportsmanship and honesty.
- (3) Members, Players, visitors and guests will not engage in offensive or abusive language, show dissent, conduct unbecoming, or actions which would bring the game of bowls or the Club into disrepute.
- (4) Spectators on the banks will conduct themselves in a manner that ensures that players are not distracted.

3.2 Within the Clubhouse

- (1) Members, family and guests are encouraged to enjoy the hospitality of the club without fear of acts of discrimination, racial vilification or verbal abuse.
- (2) Members, family and guests will ensure that the comfort of other patrons is not unreasonably disturbed through unruly or excessively loud behaviour.
- (3) Members, family and guests will respect the rights of other patrons and will conduct themselves in a manner that will not cause offence.
- (4) Abusive or offensive language is not permitted within the clubhouse or its surrounds.
- (5) Any action, either physical or verbal, that negatively impacts the Club or is detrimental to the interests or smooth running of the Club is deemed to be a breach of this Code of Conduct.

Members, family and guests, when consuming alcohol, will do so responsibly, and will accept any staff or licensee decision to amend behaviour or discontinue the serving of alcohol without complaint.

3.3 Consequences

Consequences of not complying with our code of conduct

3.3.1 First Offence

1. Bullying, abusive or threatening language
2. Misuse / misappropriation of complimentary products (tea / coffee etc)
3. Removal of goods purchased for functions / events
4. Disrespect shown to a staff member, club member, guest or visitors
5. Conduct that is annoying / impacting negatively of people at the Club
6. Disregard for the Clubs Code of Conduct

Each of these offences will have an automatic four (4) week ban from the Club (includes bowling privileges)

3.3.2 Further Offence

For any further offences the Club Executive will apply the disciplinary action as described in the Clubs Constitution

3.3.3 Appeals Process

Refer to **Club constitution Part 4, Division 2 – Disciplinary action, Section 15. Suspension or expulsion part (7)**

4.0 POSITION DUTY STATEMENTS

Position Duty Statements for all Committee and Division positions are available in the “Position Duty Statement” Folder held in the Club Office.

Elected or co-opted members / people are to refer to their relevant Position Duty Statement to assist in the running of the Committee and Divisions.

5.0 POSITION ELECTIONS

The election procedure for All Club positions shall comply with **By-Law rule 41.0**. All elected positions shall act in an honorary capacity.

6.0 QUORUMS at CLUB MEETINGS

- (1) Club AGM's thirty (30) financial Club Bowls members shall form a quorum.
- (2) The Committee - three (3) of the Committee shall form a quorum.
- (3) The Bowls Coordination Division AGM twenty (20) financial Club Bowls members shall form a quorum.
- (4) All Subcommittee meetings fifty percent (50%) of the subcommittee members shall form a quorum.

7.0 STANDING ORDERS for CLUB COMMITTEES

Standing Orders at Club meetings shall be;

- (1) Apologies
- (2) Reading and confirmation of the minutes of the previous meeting
- (3) Business arising from the minutes
- (4) Correspondence and business arising
- (5) Financial matters
- (6) Nomination for membership
- (7) Special Business of which notice has been given
- (8) General Business / Reports

8.0 STRUCTURE of the COMMITTEE

The Committee has seven (7) Divisions

- Director Division
- Deputy Director Division
- Bowls Coordinator Division

- Facilities Coordinator Division
- Membership Coordinator Division
- Club Secretary Division
- Club Treasurer Division

Each of these Divisions is Chaired by the holder of those positions who shall schedule regular meetings to meet the requirements of the Committee

8.1 SUBCOMMITTEES of the DIVISION

Each subcommittee shall consist of a chairperson and any co-opted members, the chairperson shall be elected through the election process - **refer By-Law rule 41.0.**

- (1) Chairpersons of these subcommittees shall be members of the Division Committee and shall report to the Division Committee on a schedule determined by the Chairperson of the Division on all matters relating to their area of responsibility.
- (2) All members of Subcommittees are entitled to debate issues, make formal motions and vote.
- (3) The Chairperson of a Subcommittee in addition to voting on a formal motion has a casting vote.
- (4) Co-opted members of these subcommittees can be Bowls Members, Life Members of the Club, Social Members or non-members with suitable skills that can volunteer their time.
- (5) Non-members can be appointed to subcommittees after consultation with Division Leaders.
- (6) All members of these subcommittees shall act in an honorary capacity.
- (7) The Club Director shall be ex-officio on all Division subcommittees and in that capacity shall be entitled to debate issues, make formal motions and vote. No other member of the committee shall be allowed to deputise for the Club Director in this capacity.
- (8) The Chairperson of a Division shall be ex-officio on the Division subcommittees and in that capacity shall be entitled to debate issues, make formal motions and vote. No other member of the Division shall be allowed to deputise for the Chairperson in this capacity.
- (9) Duty Statements are available in the Position Duty Statement Folder held in the Club Office

8.2 Filling of Vacancies

Each of the Division positions are elected positions and the election process is to comply with **By-law rule 41.0.**

Should a vacancy occur, be it no nominations for a position or resignation from a position then the Division Chairperson shall have the power to fill any vacancy occurring within their Division.

1. Any such vacancy shall be filled by any eligible member / non member who in the opinion of the Division Chairperson is the most suitable person to fill that position.
2. Any such appointment shall be for the period ending at the Club Annual General Meeting following the appointment.

9.0 DIRECTOR DIVISION

9.1 Division Subcommittees

The Bar and Employees Subcommittee and Events Coordination are located in the Club Director Division and shall consist of:

The Club Director as Chairperson and all employees of the Club.

9.2 Director Division Elections, Appointments

The election procedure for the Director Division positions shall comply with **By-Law rule 41.0**

9.3 Bar Subcommittee

The Bar Subcommittee shall consist of the Club Director as Chairperson and all Bar staff. This subcommittee will support the Bar Manager in the efficient running of the bar and ensuring that there is total compliance with the provisions of the **Liquor Control Act**.

9.3.1 BAR MANAGER

The Bar Manager shall be a paid employee of the Club and will be appointed by the Committee. The duties of the position will be attached to the "Contract of Employment" signed by the Bar Manager and the Club Director or his nominated representative. This contract shall be reviewed annually or sooner if required. In addition to the duties contained in the Contract of Employment the Bar Manager shall undertake the requirements of the Position Duty Statement and shall;

- (1) Attain and maintain the qualification for Bar Manager.
- (2) Hold the position of Licensee on behalf of the Club.
- (3) Attend the monthly Bar Subcommittee and report on the bar activities for the past month, including sales targets, requirements for capital expenditure and repairs and maintenance issues.
- (4) Ensure that the name of the Duty Bar Manager is displayed whenever the bar is trading.
- (5) Be the focal point for visitors entering the Club and wishing to join the Club.
- (6) Ensure event coordination runs smoothly

9.3.2 BAR TRADING HOURS

The bar trading hours shall be as recommended by the Bar Manager in consultation with the Chairperson of Bar Subcommittee and agreed by the Committee.

- (1) Bar trading hours must at all times comply with the **Liquor Control Act**.

(2) The Duty Bar Manager may close the bar if the Bar closure rules have been met (**By-Law 9.3.3**)

9.3.3 BAR CLOSURE RULES

The Bar Committee will determine the rules that will apply if closure of the bar is to be considered.

- Insufficient patronage
- Civil disturbance
- Unruly behaviour
- Health concerns
- Staff shortage

9.4 Employees & Contracts

9.4.1 Employee Subcommittee

The Employee Subcommittee shall consist of the Club Director as Chairperson and Thornlie Bowling Club employees.

- Bar Staff
- Bookkeeper
- Cleaner
- Others if applicable

9.4.2 Events Coordination Subcommittee

This subcommittee shall be responsible for monitoring, authorising and booking of all functions / events at the Club.

10.0 FACILITIES COORDINATOR DIVISION

10.1 Division Subcommittees

The Grounds, House and Greens Subcommittees are located in the Facilities Coordinator Division and shall consist of the Facilities Coordinator as Chairperson and up to four (4) co-opted members for each Subcommittee.

10.2 Facilities Coordinator Division Elections, Appointments

The election procedure for the Facilities Coordinator Division positions shall comply with **By-Law rule 41.0**

The order of ballot for Division positions shall be;

- House
- Greens
- Grounds

The result of the ballot will be announced at the Club Annual General Meeting.

10.3 Grounds

Responsible for the maintenance of and improvements to the Clubs gardens and grassed areas including fixtures and fittings.

- (1) The upkeep of the gardens and grassed areas.
- (2) Rubbish collection and removal
- (3) General cleanliness of the grounds
- (4) Assessing and overseeing requests for expenditure for the maintenance of the grounds and gardens.
- (5) Have the power to close any portion of the grounds at any time.
- (6) Providing assistance to the Chairperson of Greens when required with maintenance of the greens.

Note: Closure of any portion of the grounds shall be posted on the Club notice board and by placing a notice on the portion to be closed.

10.4 House

Responsible for the maintenance of and improvements to the clubhouse both internally and externally including fixtures and fittings.

- (1) Not responsible for the maintenance and upkeep of the bar and kitchen areas.
- (2) Assessing and overseeing expenditure requests for the maintenance and addition to buildings and fittings.

10.5 Greens

This subcommittee shall be responsible for;

- (1) general condition and maintenance of the Greens
- (2) marking of the rinks
- (3) rotation of the Greens and rinks
- (4) the ancillary equipment for using the greens in social and competition

11.0 MEMBERSHIP COORDINATOR DIVISION

11.1 Division Subcommittees

The Sponsors, Marketing and Member Recruiting Subcommittees are located in the Membership Coordinator Division and shall consist of the Membership Coordinator as Chairperson and up to four (4) co-opted members for each Subcommittee.

The order of ballot for Division positions shall be;

- Sponsors
- Marketing
- Member Recruiting

The result of the ballot will be announced at the Club Annual General Meeting.

11.2 Sponsors

This subcommittee shall be responsible for engaging with local businesses, provide sponsor incentives and follow up

Types of sponsorship can be financial or cash, in-kind, media event, promotional partner

11.3 Marketing

This subcommittee shall be responsible for;
Developing, implementing and executing strategic marketing plans for the Club in order to attract potential members and retain existing members by utilising:-

- (1) advertising
- (2) email campaigns
- (3) social media

11.4 Member Recruiting

This subcommittee shall be responsible to work with Marketing in implementing the membership funnel:-

- (1) Capture – prospective members (by email newsletter, attending an event, or word of mouth)
- (2) Nurture – follow up (emails, mailers, or phone calls)
- (3) Convert – membership benefits

12.0 DEPUTY DIRECTOR DIVISION

12.1 Deputy Director Division Elections, Appointments

The election procedure for the Deputy Director Division positions shall comply with **By-Law rule 41.0**

The order of ballot for Division positions shall be;

- Social & Catering
- News & Publications

The result of the ballot will be announced at the Club Annual General Meeting.

12.2 Division Subcommittee

The Social & Catering and News & Publications Subcommittees are located in the Deputy Director Division and shall consist of:

The Deputy Director as Chairperson and up to four (4) co-opted members for each Subcommittee.

12.3 Social & Catering

The Social & Catering Subcommittee is located in the Deputy Director Division and shall consist of the Deputy Director as Chairperson and up to four (4) co-opted members. This subcommittee shall be responsible for;

- (1) Organising social functions and entertainment for Club members
- (2) Organising general fundraising by way of weekly raffles and periodic major raffles.

12.4 Catering

Responsible for:-

- (1) Arranging catering as required by the Committee.
- (2) Arranging catering for social events as requested by Social.
- (3) Arranging catering requirements for bowling and special events as confirmed by Events Coordinator.

12.5 Kitchen use

- (1) Ensuring that the Club complies with the applicable Health & Safety Regulations.
- (2) Ensuring that stocks of condiments, consumables and incidentals are maintained.
- (3) Reporting any breakages, damage or loss of property to the Deputy Director.
- (4) Recommending improvements or significant purchases to the Deputy Director.
- (5) Reporting to the Deputy Director any misuse of the kitchen by members, committees or hirers.
- (6) Negotiating with organisers of bowling events to ensure that the cost of replacing incidentals is covered in the event entry fees.

12.6 News & Publications

This subcommittee shall be responsible for the development and publishing of internal documents

13.0 CLUB TREASURER DIVISION

13.1 Club Treasurer Division Elections, Appointments

The election procedure for the Club Treasurer Division positions shall comply with **By-Law rule 41.0.**

The order of ballot for Division positions shall be;

- Grants

The result of the ballot will be announced at the Club Annual General Meeting.

13.2 Division Subcommittee

The Grants Subcommittee is located in the Club Treasurer Division and shall consist of:

The Club Treasurer as Chairperson and up to four (4) co-opted members for each Subcommittee

13.3 Grants

This subcommittee shall be responsible for applying for grants, developing grant applications, meeting eligibility criteria and finalising the grant.

14.0 CLUB SECRETARY DIVISION

14.1 Club Secretary Division Elections, Appointments

The election procedure for the Club Secretary Division shall comply with **By-Law rule 41.0**.

The result of the ballot will be announced at the Club Annual General Meeting.

14.2 Division Responsibilities

14.2.1 Attend and record Club meetings as required

14.2.2 Correspondence

14.2.3 Membership Records

14.2.4 Bowlslink

14.2.5 Information Technology

15.0 BOWLS COORDINATOR DIVISION

15.1 Bowls Coordinator Division Elections, Appointments

The election procedure for the Club Coordinator Division positions shall comply with **By-Law rule 41.0**.

The order of ballot for Division positions shall be;

- (1) Club Captain
- (2) Vice-Club Captain
- (3) Bowls Secretary
- (4) Bowls Treasurer
- (5) Bowls Social
- (6) Selectors
- (7) Match
- (8) Club Delegate (if required)

The result of the ballot will be announced at the Bowls Coordinator Division Annual General Meeting

The Bowls Coordinator shall be ex-officio on all subcommittees of the Bowls Coordinator Division and in that capacity shall be entitled to debate issues, make formal motions and vote.

15.2 Division Subcommittees

The Club Captain, Bowls Social, Selectors and Match/Events Subcommittees are located in the Bowls Coordinator Division and shall consist of:

The Subcommittee Chairperson and up to four (4) co-opted members for each Subcommittee.

15.3 Social Bowls

This subcommittee shall be responsible for;

- (1) organising Club social bowls events
- (2) liaison with Match/Events and Event Coordination for scheduling

15.4 Club Delegate (if required)

The Club Delegate only to be elected if the position is required by Bowls WA. Shall be responsible for representing the Club at official Bowls WA meetings.

15.5 Club Captain Section

The Club Captain Section is located in the Bowls Coordinator Division with the Club Captain as Chairperson and up to four (4) co-opted members. This subcommittee shall be responsible for the management of running the sport of bowls for members of the Club.

The Club Captain Section shall consist of;

- Club Captain
- Vice-Club Captain
- Bowls Secretary
- Bowls Treasurer
- Match & Events
- Selectors

Only members who are a Bowls or Life Member of the Club shall be eligible to become members of the Club Captain Section.

Relevant Position Duty Statements to assist members in the running of the Club Captain Section are available in the Position Duty Statement Folder held in the Club Office.

All members of the Club Captain Section shall act in an honorary capacity.

15.6 Club Captain Bowls Section Committee Meetings

15.6.1 Structure

The Club Captain Bowls Section shall meet at least monthly on a day and time determined by the Club Captain but shall be held prior to the date set for the Division meeting.

- (1) The Bowls Section Secretary shall be responsible for calling all meetings of the Bowls Section
- (2) The Club Captain shall preside at all meetings of the Bowls Section. In the Club Captain's absence the Vice-Club Captain shall preside at the meeting.
- (3) The chairperson of the meeting shall have a casting vote.
- (4) The Club Captain shall be ex-officio on all subcommittees of the Bowls Section Committees and in that capacity shall be entitled to debate issues, make formal motions and vote. No other member of the Bowls Section Committee shall be allowed to deputise for the Club Captain in this capacity.

15.6.2 Members Absent

Refer to **rule 38** of the Club's Constitution 'When membership of committee ceases'.

15.7 BOWLS SECTION SUBCOMMITTEES

15.7.1 Open Gender Selectors

These rules shall apply to all Selectors.

15.7.2 Structure and Appointments

A Chairperson and six (6) selectors shall be elected under these Rules.

Only members who have played pennants shall be eligible to nominate for Selector positions.

The Bowls Secretary shall post a notice on the Club notice board six (6) weeks prior to the Bowls Coordination Annual General Meeting seeking expressions of interest for selector positions on this Selection Committee for the forthcoming season

15.7.3 Selectors Committee

- (1) Selector appointments are for a one (1) year term.
- (2) Six members (preferred three male and three female) will form the committee and will serve for one year.
- (3) Members leaving the committee at the end of term may re-nominate for a position on the committee.
- (4) The number of nominees will be announced at the Bowls Coordination Annual General Meeting.
- (5) The incoming Club Captain and one other shall conduct interviews with the nominees and select the most suitable candidates for the position(s) available
- (6) The Chairperson is nominated by the Club Executive Committee in consultation with the Bowls Coordinator and Club Captain.
- (7) Appointments to positions not filled shall be made by consultation with the Club Captain and Selector Chairperson with preference given to members who have previously nominated. Other gender can fill the position if insufficient numbers to maintain three male and three female.

15.7.4 Co-Opted Members

If the Bowls Coordinator is of the opinion that an elected Selector Subcommittee does not adequately represent all divisions of a particular pennant competition the Bowls Coordinator, in consultation with the Club Captain and chairperson of the Selectors, co-opt up to a maximum of two playing or non-playing bowls members or Life Members to that Selector Subcommittee. Notice of these changes must be posted on the Club notice board giving the names of the co-opted member(s) and the reason for the appointment(s).

15.7.5 Duties

The Thornlie Bowling Club Selectors Manual is to be read in conjunction with this By-Law.

Selection Committee shall;

- (1) Select players and teams to play in the Bowls WA pennant competitions or in any other relevant events.
- (2) Select players in accordance with the goals and policies set by the Bowls Section Committee.
- (3) Ensure that the results of home pennant fixtures are forwarded according to the requirements specified by Bowls WA and that deadlines for forwarding results are met.
- (4) The selection Goals and Policy documents folder is held in the Club Office.

15.8 Match Subcommittee

The Bowls Section shall have a Match Subcommittee of up to five (5) including the elected Chairperson as provided for in these rules.

These subcommittees shall:-

- (1) Draw up a program of bowling events for the new season and present to the Bowls Section Committees for ratification.
- (2) Ensure that there are discussions and agreement in the Match Committee prior to finalising the program.
- (3) Control and coordinate the social bowls, Club competitions, Club championships and major events.
- (4) Be responsible for the organising and running of Open Gender events.
- (5) Attend to the organisation and presentation of trophies at the annual awards night.

15.9 DUTIES OF BOWLS SECTION OFFICERS

15.9.1 Bowls Club Captain

The Bowls Club Captain shall be responsible for the administration of Bowls for the Club and shall be elected in accordance with these rules.

- (1) The Bowls Club Captain shall maintain a close working relationship in all matters that affect Bowls Section Committees.
- (2) Attend meetings of the Bowls Coordinator Division and report on all matters that affects the Bowls Section.
- (3) Chair meetings of the Bowls Section Committee.
- (4) In the absence of the Bowls Coordinator, undertake duties of the Bowls Coordinator as required.

15.9.2 Bowls Section Secretary

The Bowls Section Secretary shall be elected in accordance with these rules and shall:-

- (1) Attend all meetings of the Bowls Section Committee and Bowls Coordinator Division.
- (2) Call meetings of the committee as required by the Club Captain or on the instruction of the Bowls Coordinator.

- (3) Record accurate minutes of the Bowls Section and Bowls Coordinator Division meetings, distribute to the committee and post a copy on the Club's notice board.
- (4) Perform clerical duties as required by the Bowls Section Committee including the processing of mail especially that received from Bowls WA.
- (5) Pass any money received to the Bowls Section Treasurer for processing.
- (6) Attend meetings of the Bowls Coordinator Division and report on all matters that affects the Bowls Section.
- (7) In the absence of the Club Secretary undertake the duties of the Club Secretary as required.

15.9.3 Bowls Section Treasurer

The Bowls Section Treasurer shall be elected in accordance with these rules and shall;

- (1) Attend all meetings of their Bowls Section Committee.
- (2) Ensure that all monies received and documents are processed through the bar within one week and a receipt is received and kept with the financial accounts.
- (3) Liaise with the Club Treasurer to ensure that all monies received that relate to their Bowls Section are reflected in the correct accounts in the Club's financial records.
- (4) Ensure that the financial records for the Bowls Section are kept up to date and available to the external auditor if requested.
- (5) Present a financial report to the monthly Bowls Section Committee meeting and to the Annual General Meeting of the Bowls Section.
- (6) Be responsible for any other financial matters as requested by the Bowls Section Committee.
- (7) In the absence of the Club Treasurer undertake the duties of the Club Treasurer as required.

16. MEMBERSHIP CATEGORIES

16.1 Privileges of Bowls Membership (ordinary member)

- (1) Entitled to voting and speaking rights at Club General meeting.
- (2) Access to all facilities of the Clubhouse
- (3) Able to nominate and be elected to Constitution positions
- (4) Able to nominate and be appointed to subcommittees
- (5) Propose or second an application for membership of the Club
- (6) Bring Guests into the Clubhouse as permitted under **Section 48(4)(b) of the**

Liquor Control Act

16.2 Membership Discounts

Discounts only available by the use of membership card

- (1) Bar drink purchases at member prices
- (2) Entitled to Loyalty Points as per **By-Law rule 16.2.1**

- (3) Hire of facilities

16.2.1 Loyalty Points

Are for accrual by members for individual members purchases and purchases for their guests (not exceeding five (5) guests for five (5) times each financial year). The number of points required for redemption is determined by the Club Treasurer

Conditions of Accrual

- (1) Each purchase of a beverage will earn one (1) point for every \$ spend
- (2) Points cannot be accrued during Happy Hour times
- (3) Points cannot be accrued for Club provided purchases (windups, raffle prizes etc.)
- (4) Points cannot be accrued by visiting Pennants teams
- (5) Points cannot be accrued by Corporate members
- (6) Members points cannot be combined

Redemption

For each 200 accrued points the member is entitled to one (1) free beverage

16.3 Club Bowler

- (1) A Club Bowler is a member with privileges of a Bowls Member as per **By-Law rule 16.1**
- (2) Entitled to Member discounts as per **By-law rule 16.2**
- (3) On payment of the pennant fee the member is entitled to play in Bowls WA sanctioned events:
 - a. play in a Pennant match for the Club
 - b. play in any Club Championship
 - c. play in State events if selected

16.4 Life Member

Bowls Members who have rendered especially meritorious direct service to the Club over a period exceeding ten (10) years may, on recommendation of the Committee, be elected as Life Member of the Club.

Life Members shall be;

- (1) Entitled to Privileges of Bowls Membership as per **By-law rule 16.1**
- (2) Shall have the Bowls membership fees waived.
- (3) Entitled to Member discounts as per **By-law rule 16.2**
- (4) Elected according to procedure detailed in **By-law rule 34.0**
- (5) On the payment of the Pennant Fee, play in a Pennant match for the Club or play in any Club Championship or State event if selected.

16.5 Honorary Member

- (1) Is granted without fees;

- (2) Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** or to Member discounts as per **By-law rule 16.2** but shall be allowed access to all facilities of the Clubhouse.

16.6 Corporate Member (non sponsor)

A Company or other sporting body who, although not practising the sport, want to benefit from the advantages offered by being a member of the club in order to use club facilities

By the payment of an annual membership fee the Corporate Member shall on scheduled corporate events:

1. Be issued with a Corporate Membership Card to be used on corporate events
2. Not be entitled to Privileges of Bowls Membership **By-law rule 16.1**
3. Be allowed access to all facilities of the Clubhouse
4. Bring guests into the Clubhouse
5. Entitled to Member discounts as per **By-law rule 16.2**
6. May purchase take away alcohol only on corporate organised events

16.7 Temporary Member

Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** or to Member discounts as per **By-law rule 16.2** but shall be allowed access to all facilities of the Clubhouse

16.8 Reciprocal Member

Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** or to Member discounts

as per **By-law rule 16.2** but shall be allowed access to all facilities of the Clubhouse

16.9 Social Member

- (1) Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** but shall be allowed access to all facilities of the Clubhouse
- (2) Entitled to Member discounts as per **By-law rule 16.2**
- (3) Play bowls at the specific invitation of the Bowls Section Committee
- (4) Participate in social bowls by paying a green fee equal to 200% of the green fee payable by Bowls Members participating in organised events
- (5) Able to nominate and be appointed to subcommittees

16.10 Junior Bowler

- (1) Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** but shall be allowed access to all facilities of the Clubhouse
- (2) Entitled to Member discounts as per **By-law rule 16.2**
- (3) Can play in a Pennant match for the Club or play in any Club Championship if the Pennant Fee is paid, otherwise is classed as a Club Bowler.

16.12 Special Circumstances Member

- (1) The Management Committee may relieve them of part of their liability but not so as to make their total liability less than one third of the applicable subscription fee.
- (2) Special Circumstances Members shall retain their voting rights.

16.13 Specific Named Event Member

Any non-member in attendance at a Specific Named Event will become an annual member for that Specific Named Event on the payment of an annual fee as determined by the Committee. The Specific Named Event Member is entitled to attend only organised events for that Specific Named Event conducted on Club premises.

- 1) Attendance records for this category of membership are to be gathered on each event entry by the promoter of the event and to provide in written documentation the name and contact details of the attendees to the Thornlie Bowling Club bar staff. Name and contact details are required to be provided.
- 2) Specific Named Event Member is entitled to Privileges of Specific Named Event Membership as per **By-law rule 16.13.1**

16.13.1 Privileges of Specific Event Member

- (1) Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** but shall be allowed access to all facilities of the Clubhouse on specific named organised events.
- (2) Member discounts are not applicable to this category of membership.
- (3) Specific named event members may purchase take away alcohol only on attendance at specific named events.

16.14 Sponsor Member

- (1) Be issued with a Sponsor Membership Card/s to be used at any time
- (2) Shall not be entitled to Privileges of Bowls Membership **By-law rule 16.1** but shall be allowed access to all facilities of the Clubhouse on Sponsor organised events.
- (3) Entitled to privileges of the selected sponsorship package
- (4) Entitled to Member Bar purchase discounts as per **By-law rule 16.2**
- (5) Sponsors may purchase take away alcohol only on sponsor organised events

16.15 Pennant Player (registered with Bowls WA)

Entitled to Member discount (1) as per **By-law rule 16.2** on Pennant days

17.0 VOLUNTEERS

- 1) Volunteers are not entitled to be paid for work done other than reimbursement of reasonable expenses incurred in carrying out their work. However the awarding of small gifts and tokens of appreciation at the discretion of the Committee is acceptable.

2) Workplace Health & Safety legislation throughout Australia requires all organisations, including Not-For-Profit, to exercise where practical reasonable care and attention in relation to both employees and volunteers.

18.0 MISCONDUCT

This rule is to be read in conjunction with the **Club Constitution Part 4, Division 2 - Disciplinary action.**

18.1 Procedure

The following rules shall apply with regard to misconduct issues brought to the attention of the Committee.

- (1) The Committee shall commence the procedures of the **Club Constitution Part 4, Division 2 - Disciplinary action**
- (2) The alleged offender may continue to use the privileges of his/her membership until notice is given to the member of the Committee's decision of penalties at which time penalties take immediate effect.
- (3) An allegation against a Member of behaviour which is not in the best interest of the sport or the Club shall be in writing and lodged with the Club Secretary within 10 days of the alleged offence.
- (4) The Club Secretary shall refer the matter to the Committee
- (5) The Club Secretary shall commence the procedures of the **Club Constitution Part 4, Division 2 - Disciplinary action - Clause 15. Suspension or expulsion (2)**
- (6) The Club Secretary must on application of either party send a notice to any other member to appear to give evidence, providing such application is made three days before the date of such hearing. The name address and contact details of the members to be contacted must be supplied to the Club Secretary.
- (7) If the alleged offender pleads guilty then the Committee will simply agree on a penalty.
- (8) Should the defendant fail to appear at the hearing without providing an acceptable explanation the hearing will proceed in his/her absence and any penalty imposed shall be equally binding as if the member was present.

Note: written witness statements may be acceptable.

18.2 Penalties

The penalties that may be imposed are;

- (1) A reprimand.
- (2) Suspension of such activities, on such terms and for such periods as is considered fit but not exceeding twelve (12) months.
- (3) Exclusion or disqualification from a particular activity, event or events.
- (4) A monetary penalty not exceeding the annual subscription for Bowls members.
- (5) Expulsion.
- (6) Any other penalty considered appropriate in the circumstances.

18.2.1 Effect of the penalty

- (1) Any Member expelled from the Club shall be ineligible to enjoy the privileges of the Club. Such benefits shall include all amenities to play or watch bowls from any area under the control of the Club.
- (2) Any Member suspended from the Club shall be ineligible to use Club facilities or play bowls at the Club or any Club affiliated to Bowls WA or Bowls Australia.
- (3) In the case of a suspended or expelled member the Club Secretary shall advise Bowls WA of the members name and the penalty imposed.

18.3 Appeal

A member found guilty and expelled or suspended from the Club may request the appointment of a mediator (**Club Constitution Part 4, Division 2 – Disciplinary action – Clause 15. (7)**)

- (1) The cost of the appeal will be met by the party who fails in the appeal process
- (2) The decision of the Mediator shall be final.

19.0 RESOLVING DISPUTES (Grievances)

19.1 Definition

Any issue referred to the Committee or the Bowls Section Committee by any member that is a dispute between members or between one or more members and the Club, Refer to **Club Constitution Part4, Division 3 – Resolving Disputes**

20.0 GIFTS / ILLEGAL PAYMENTS

- (1) No employee of the Club shall receive any gift, money or gratuity from any member of the Club or stranger admitted into the Club or from any trades person on any pretext whatsoever on pain of instant dismissal.
- (2) Any money, gratuity or gifts received by any member is to be declared and logged in the 'Gifts Register' (held by the Secretary) to which the committee will disperse any money, gratuity or gifts as appropriate.

21.0 REMOVAL OR INJURY OF CLUB PROPERTY

The following rules shall apply.

- (1) No Member shall damage, injure or destroy any of the property of the Club or take any Club property without permission.
- (2) Any loss or damage resulting from a breach of this rule shall be made good by the member concerned.
- (3) The Committee shall assess the amount to be paid by the member and that assessment shall be final and conclusive.

22.0 LOSS OR DAMAGE OF PRIVATE PROPERTY

The Club shall not be responsible for the loss or damage to any article brought onto Club premises by any person.

23.0 ADMISSION TO PARTS OF THE CLUB

No member of the Club other than bar staff shall be allowed behind the bar under any pretext without the approval of the Club Director or Bar Manager.

24.0 COMPLAINTS

Any complaints made by a member(s) shall be in writing, signed by the member(s) complaining, and shall be submitted to the Club Secretary who shall bring the same before the Committee. The result of the Committee's decision shall be communicated to the member(s) making the complaint.

25.0 CONDUCT OF EMPLOYEES

The conduct of any employee of the Club shall in no case be made a matter of personal reprimand by any Club member.

26.0 GAMBLING

No gambling shall be allowed on Club premises other than that permitted under the **Gaming Commission Act** and the **Liquor Act** and any amendments thereto, or any other legislation that may come into force to replace or supplement the **Act**.

27.0 SMOKING

Smoking and or e-cigarettes (vaping) is only permitted in areas on Club premises which the Committee may from time to time designate as smoking areas. Such areas will be clearly marked.

28.0 DRINKING AND EATING

There shall be no drinking or eating of any kind permitted on any bowling surface. These areas are not included in the defined liquor licensed areas of the Club.

29.0 DRESS RULES

- (1) The minimum dress standard shall be neat casual dress, no thongs, tank tops or soiled work clothes after 7.00 pm.
- (2) Minimum dress standards shall be displayed at the entrance to the Club.
- (3) The Bar staff can refuse service if dress standards are not met
- (4) The Committee may change these requirements when necessary.
- (5) Members and Guests are reminded that the Committee has the right to refuse entry.

30.0 PARKING RULES

The following rules shall apply at all times;

- (1) Parking is only allowed in the defined parking spaces.

- (2) Double parking is not allowed.
- (3) The disabled bays are only for the use of members or visitors who have a current ACROD permit. The ACROD tag must be displayed when parking in this bay.
- (4) The 'drop off' bay is only allowed for setting down and pick up of persons or goods
- (5) There is to be no parking on areas covered with loose blue metal at the service area of the building
- (6) The service area can be utilised by tradespeople carrying out installation, maintenance or repairs to the clubhouse.

31.0 CHILDREN

Children must:-

- (1) Be under the control of a parent, a guardian or a responsible adult member of the Club.
- (2) Conduct themselves in such a manner so as not to interfere with the proper functioning of the Club.
- (3) Keep off the bowling greens unless under instruction by a bowling member of the Club.
- (4) Parents, Guardians or adult members bringing children onto Club premises will be held responsible for their behaviour and may be asked to leave the premises by a member of the Committee or the Bar Manager if any child contravenes these By-Laws.

32.0 PETS

- (1) Pets must at all times be under the control of a Club member / owner who shall be responsible for their behaviour and clean up any mess they may leave behind.
- (2) Pets must not be allowed to roam freely on the Club grounds and must at all times be on a leash.
- (3) Pets must not be allowed to enter the Clubhouse.
- (4) Any damage cause by pets is at the members / owners cost.

33.0 NOTICE BOARD

The Club Notice Boards shall be affixed in a conspicuous part of the Clubhouse.

34.0 ELECTION OF LIFE MEMBERS

The method of election of Life Members shall be;

- (1) Any Bowls or Life Member of the Club may nominate a Bowls Member for Life Membership.

- (2) All nominations must be submitted in writing and delivered to the Club Secretary not less than eight (8) weeks before the Club's Half Yearly General Meeting.
- (3) The Committee shall consider all nominations and pass recommendations to a subcommittee, chosen by Life Members, consisting of three Life Members and two Bowls Members.
- (4) The decision of this subcommittee to be announced at the Club's Half Yearly General Meeting, together with details of the nominee's meritorious service.
- (5) A ballot for prospective Life Members shall be carried out at the Club's Annual General Meeting.
- (6) A three fourths (75%) majority with not less than twenty five (25) Members voting shall be required to elect a Life Member of the Club.

35.0 FACILITIES HIRE

35.1 Procedure for Facilities Hire

- (1) The Hire of the Hall / the Kitchen or any Clubhouse facilities shall be arranged by the Events Coordinator
- (2) The Events Coordinator in conjunction with the Hirer must complete a Venue Hire Application form. This form must be signed by the Events Coordinator for processing.
- (3) One copy of the above form sent to the Hirer and the other filed by the Events Coordinator
- (4) Any issues of approval, the Events Coordinator will refer the matter to the Club Director for the appropriate action.
- (5) The Events Coordinator must keep a record of all bookings and ensure that there is no conflict with other approved events.

35.2 Hire Fees

All hire fees are determined by the Committee at a Committee meeting prior to the AGM and listed in **Appendix 1 - Fees**

35.3 Green Fees

All Green hire fees are determined by the Committee at a Committee meeting prior to the AGM and listed in **Appendix 1 - Fees**

35.4 Kitchen Use – Casual

Use of the kitchen by members is a privilege. Members should at all times ensure that the kitchen is left clean and tidy. Persistent misuse may result in the removal of this privilege.

35.5 Kitchen Use - Hire

- (1) The conditions that apply for Kitchen Hire are listed on the Venue Hire Application form.

- (2) Any hire charge or bond set by the Committee and listed on the Event Hire Application form must be paid before the event.

35.6 All other Hire

- (1) The Hirer shall be responsible for the conduct of guests.
- (2) Hire charges as set by the Committee and detailed in **Appendix 1 - Fees** of these By-laws must be paid prior to the event.
- (3) The Hirer must ensure that the hire facility is left in a clean and tidy condition (cleaning fees apply).
- (4) Where bar service is required, the conditions applicable to the hire must comply with the **Liquor Control Act**.

36. PROPERTY and INCOME

The Club shall:-

- (1) Make such agreements with municipal or other bodies for the purchase, leasing or other hiring of suitable property or properties for the purpose of the Club and to provide and maintain grounds, bowling greens, Club premises and buildings and amenities for their members and guests upon premises lawfully occupied by the Club, providing that such accommodation must be provided and maintained from the joint funds of the Club.
- (2) Purchase or otherwise acquire any real or personal property for the purpose of the Club.
- (3) Borrow money by way of loan or overdraft or by issue of debentures (subject to the **Club's Constitution PART 7 rule 62** for the purpose of carrying on the work or activities for the Club and to invest in any of the investments authorised by law any surplus funds of the Club not immediately required for the purpose of the Club.
- (4) Enter into such agreements as are reasonable and necessary or as are considered advisable for the proper utilisation of the Club's assets and for the proper carrying out of the other objectives herein detailed for the benefit of members and their guests.
- (5) Hold a Club License pursuant with the **Liquor Control Act**.
- (6) The property of and income of the Club must be applied solely towards the promotion of the objectives or purposes of the Club and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member of the Club, except in good faith in the promotion of those objectives or purposes.

37. GUESTS

Bowls members shall be at liberty to invite guests to the Club (**By-law rule 16.1 Privileges of Bowls Membership**), but the number of guests shall not exceed the maximum number as contained in **Section 48(4)(b) of the Liquor Control Act**.

- (1) No guest shall be supplied with liquor in the Club Premises unless at the invitation and in the company of a member.

- (2) No guest shall be allowed or admitted to the Clubhouse except during the hours permitted by the **Liquor Control Act**.
- (3) A guest shall only be supplied with liquor to be consumed on Club Premises.
- (4) A member introducing a guest(s) shall be responsible for the proper conduct of the guest(s) whilst on Club Premises.
- (5) No person who has been an unsuccessful candidate for membership shall be admitted as a guest neither shall any person under suspension from this or any other affiliated bowling club.
- (6) Liquor may be supplied to Club members and their guests on Club Premises (without limitation on the number of guests) if prior notice is given to the Club and is supplied either ancillary to a meal or at a private function held by the member at the member's expense.
- (7) The Committee or the Licensee shall have the right to object to the presence of a guest.
- (8) A guest may attend the Club a maximum of 5 times per annum before they must apply for membership.

38. SETTING of FEES

- (1) Membership fees and deposits for the ensuing year for each class of membership shall be determined by the Committee, on the recommendation of the Club Treasurer.
- (2) Pennant fees for the ensuing year shall be determined by the Committee, on the recommendation of the Club Treasurer.
- (3) These fees shall be confirmed by members at the Club Half Yearly General Meeting or at a Special Meeting called for that purpose.
- (4) Levies set by the Club or Bowls WA also apply to new members joining during the year. (**By-law rule 39.0**)
- (5) Hire and Green fees for the ensuing year shall be determined by the Committee, on the recommendation of the Club Treasurer.

38.1 Payment of Subscriptions

All membership fees shall become due for payment on the first (1st) day of May each year or, on entering into an agreed arrangement with the Club Treasurer, by instalments with the first instalment being 50% of the fees paid prior to the Club AGM and the remaining 50% of the fees prior to the 1st October in that year.

- (1) Should any member not have paid the prescribed membership fee, or the first portion as set out above, by the Club AGM, such person shall lose all rights and privileges of membership.
- (2) Membership validation – for the purpose of this rule, any member who is unfinancial after the thirtieth day (30th) June in any year, is deemed to be a non-member.
- (3) A non-member, regardless of previous membership, is required to complete the appropriate membership nomination form for consideration by the Committee.
- (4) Social and Specific Named Event members shall pay the full applicable membership fees at the time of nomination.

(5) Payment of subscriptions for Corporate and Sponsor refer **By-law rule 16.6 and 16.14**

(6) New Bowlers and Junior members joining the Club:-

1. During November, shall pay half the Club prescribed membership fee.
2. During December to April (inclusive), shall pay half the prescribed membership fee less an appropriate discount as determined by the Club Treasurer.

39. SETTING OF LEVIES

Members (Bowls and Social) shall pay such levies as may be imposed from time to time either by the Club or Bowls WA.

- (1) The Club may set levies at a Club General Meeting or Special Meeting called for the purpose.
- (2) These levies shall be imposed for special projects and shall be included in addition to the annual membership fee.
- (3) In any one year the total levies imposed by the Club shall not exceed twenty five percent (25%) of the annual membership fee for Bowls Members.
- (4) Levies imposed by Bowls WA shall be in addition to the affiliation fee.

40. MEMBERSHIP CARDS

A financial Club member (Bowls, Social, Corporate & Sponsor) is issued with a Club Membership card which provides that Club Member with privileges and discounts (as approved by the Committee of Management) only associated with the Club Membership Card.

It is the responsibility of the holder of the Club Membership Card to abide by the following terms of use of the Club Membership Card.

Terms of Use:

Club members are to produce their membership cards for inspection when asked to do so by Bar staff or any other Club Member who will identify themselves by producing their membership card.

- (1) Members are to secure the membership card for their own use.
- (2) Membership cards are not to be lent or given to any other person.
- (3) Only financial Club members as holders of a membership card are entitled to Club discounts as per **By-law rule 16.2 Membership Discounts**.

Breach of conditions of issue:

1. On the first occasion of a Club Member found to be abusing the Membership card usage conditions, that Club Member's card will be removed from any discounts associated with Membership Cards for a period of three (3) months.
2. Any subsequent abuse of the Membership card usage conditions the Club Member will be removed from any discounts associated with Membership Cards for a period of six (6) months.

A Club Member who has breached the “conditions of issue” may make representation to the Committee of Management with compelling evidence to review the “breach condition”.

41. ELECTION PROCESS

Nominations and elections as detailed in the **Club Constitution Part 5 Division 3**. In the **Club rules Division 3** and this rule, the word committee is to refer to any committee or subcommittee, the word secretary is to refer to any secretary, the word director is to refer to director or president and the word treasurer is to refer to any treasurer

41.1 The administration and process of elections

- (1) The Secretary shall initial and date each nomination form received and place the names of the nominees on the notice board within seven (7) days of receipt.
- (2) The Committee shall cause to happen the election of office holders as per the **Club Constitution Part 5 Division 3, Clause 34. Election of office holders**.
- (3) The Returning Officer shall initial each voting paper prior to forwarding to each member entitled to vote within fourteen (14) days of the closing of nominations.
- (4) The ballot shall close at the Club at 3.00 pm two days prior to the Annual General Meeting when votes will be counted by the Returning Officer in the presence of the two Scrutineers.
- (5) Ballots shall be decided by a “first past the post” system. All votes shall be recorded by marking the box opposite the name of the candidate/s of their choice up to the number of candidates to be elected.
- (6) Ballot papers which show more candidates marked as voted for than the number permitted or defaced or mutilated as to prevent the intentions of the vote being ascertained shall be deemed informal.
- (7) The Returning Officer may rule on any other matter as he or she might see fit.
- (8) If two or more candidates receive the same number of votes, the Returning Officer shall determine by lot the successful candidate or candidates.
- (9) The results of the ballot shall be handed to the Director immediately prior to the commencement of the Annual General Meeting and the Returning Officer, or in his/her absence a Scrutineer, shall announce the results to the Annual General Meeting.

41.2 Election conditions

- (1) A Life member or a Bowls member who is financial as at the fourteenth (14th) June in that year shall be eligible to vote unless that member has subsequently resigned.
- (2) Members may be nominated for more than one position, provided that any member elected to a position on the Committee shall be automatically excluded from the ballot for any other position on the Committee. Refer **Constitution part**

5 — committee, Division 2 — Composition of Committee and duties of members Clause 27

- (3) Members may sit on more than one subcommittee, however can only be Chairperson of one subcommittee
- (4) The Club Delegate to only be elected if the position is required by Bowls WA

41.3 The order of election shall be

- (1) Director
- (2) Deputy Director
- (3) Secretary
- (4) Treasurer
- (5) Facilities Co-Ordinator
- (6) Membership Co-Ordinator
- (7) Bowls Co-Ordinator
- (8) Delegate (if required by Bowls WA)

41.4 Valid Elections

All elections are required to meet the conditions of **Club Constitution Part 5 Division 3, By-law rule 41. ELECTION PROCESS** and **By-law rule 6.0 QUORUMS at CLUB MEETINGS**

42. MEDIATION

Section 182(1) of the **Act** provides that an application may be made to the State Administrative Tribunal to have a dispute determined if the dispute has not been resolved under the procedure provided for in the incorporated Club's Constitution or rules.

43. CONDITIONS OF GREENS USE

43.1. Hire of Greens

refer to **By-law rule 35.0. Facilities Hire**

43.2. Availability of Greens

- (1) All Greens closed every Monday morning (until 11.00am) for maintenance.
- (2) Greens listed on the "Greens Availability Board" as "not in use" cannot be used / played on for any reason
- (3) Greens that are displaying RED corner flags / socks cannot be used / played on for any reason
- (4) Greens that are displaying a sign indicating "not in use" cannot be used / played on for any reason
- (5) Water on Greens: Greens cannot be used until one (1) hour after the pooled water has dissipated. Red socks (showing Green not available) to be placed on all greens when water is pooling on the Greens.

- (6) Greens that have an organised and approved competitive or social game cannot be used by bowlers that are not listed as bowlers of the competitive or social game until the competitive or social game has been completed on the Greens
- (7) Greens that have a Private booking are only available to the Private Booking party (however with permission of the hirer any unused rinks on that Green may be utilised provided that there is one rink separation)
- (8) A green not required by a competitive / social game or Booking is available for use for Roll-ups / Practice by Members
- (9) 'A' Green is reserved from 4pm to 6pm on Fridays of the Pennant season for Pennant Players to practice
- (10) All Greens are to be available for Bowls WA events and Club Championships

43.3. Club Social Bowls

Greens that are scheduled for use by organised competition can only be used by those in the competition, however;

- (1) Non-competition games can be played on unused rinks on the competition Greens after approval from the Social bowls organiser.
- (2) Any Green not scheduled for organised competition and in compliance with the 'Greens available board' can be used for roll-ups , all organised games must pay green fees.
- (3) An organised game is deemed to be a game between two teams

43.4. Authorised Pennant Practice

Assuming that the greens are not being used for competitive or social games or are otherwise unavailable (Greens Availability Board).

Pennant Practice sessions provide a time to encourage all Pennant bowlers to practice together to develop / improve team and individual skills.

These Pennant practice sessions are authorised by the Chairperson of Selectors and are times that greens are made available specifically for Pennant Practice

- (1) These sessions are available for all Pennant players
- (2) The sessions are recorded on the Club Calendar
- (3) These sessions are at no cost to Pennant players unless in competition with another Club in which match fees apply
- (4) Pennant Divisions can apply to the Chairperson of Selectors for a Pennant practice session

43.5. All other games approved by the Chairperson of Match

(Club events, Tournaments, & Social bowls)

Assuming that the greens are not being used for competitive or social games or are otherwise unavailable (Greens Availability Board).

Refer to **By-Law 16. Membership Categories** for privileges of Bowlers.

Pennant Bowler can play in a Pennant match for the Club, play in State events, play in Club Championship, Club Tournaments and any Social bowls event.

Club Bowler can play in Club Tournaments and any Social bowls event

Associate Member (includes Social Member) can play in any Social bowls event on the payment of 2 x Green Fees plus extra \$ depending on the length of the event and what is provided

Affiliated Bowler - (other club registered bowlers) can play in any Social bowls event

All bowlers are to pay the minimum Match fee consisting of the Green Fee plus extra \$ depending on the length of the event and what is provided

Refer to Green Fees at **Appendix 1. Fees**

43.6. Roll-ups / Practice

Any Green not scheduled for competition and in compliance with the 'Greens available board' can be used for roll-ups / Practice.

Bowls Member - are entitled to roll up / practice as often as you like - no fee.

Associate Member (includes Social Member) - are entitled to roll ups as often as you like paying Green fees for each player

Non member - are welcome and are to pay Green fees for each player, however they are limited to 30 minutes each session and 5 roll-up / Practice sessions per year and then are encouraged to pay Club Membership Fee

Refer to Green Fees at **Appendix 1. Fees**

43.7. Roll-ups (other club registered bowlers)

Registered bowlers from other clubs may participate in roll-ups and in compliance with the '**Greens available board**' and not on scheduled competition Greens - no fees.

44. GREENS / RINKS LAYOUTS

All Greens closed every Monday morning (until 11.00am) for maintenance.

For the even wear of the greens surface the following applies:-

44.1 Rotation of Greens

Greens rotate every week in the usage sequence of;

- Week 1 - A, B, C
- Week 2 - B, C, A
- Week 3 - C, A, B

Rotations to be displayed on the 'Greens available board'.

44.2 Rink layout of Greens

Rinks are to be positioned so that even wear across the greens is established

- (1) White Rink Markers are utilised for Pennants Bowls WA events and Club Championships
- (2) Red Rink Markers are utilised for all Social bowls

45.0 - Happy Hour Times

As determined by Bar Manager (approval by committee).

Times are displayed at the Bar.

In all cases ends when a Function starts.

At the discretion of the Bar Manager to end at times of disruption / verbal abuse.

Appendix 1. - Fees

Club Bowls Member	Hall 1 (large) Hire: \$50 plus Bond Hall 2 (small) Hire: \$30 plus Bond Bar service outside normal opening hours: per staff: \$40 / hour OR minimum bar spend of \$500
Club Social Member	Hall 1 (large) Hire: \$100 plus Bond Hall 2 (small) Hire: \$80 plus Bond Bar service outside normal opening hours: per staff: \$40 / hour OR minimum bar spend of \$500
Non Members	Hall Hire - both: \$350 plus Bond Hall 1 (large) Hire: \$200 plus Bond Hall 2 (small) Hire: \$100 plus Bond Liquor Licence: \$??? Bar service: per staff: \$40 / hour OR minimum bar spend of \$500
Club Event	Hall Hire - both: \$0
Kitchen Hire	\$60 plus Bond and Consumables \$15
Hall Bond	\$200
Marquee Hire	\$250 plus \$100 bond
Green Hire – per green	\$10 green fees per bowler
Multimedia equipment	\$15
BBQ / Verandah	\$50 plus \$100 bond
Administration Fee	\$15
Cleaning (if required)	\$60 / hour

Green Fees:

Social member Roll-up	\$5
Members private competition / organised game	\$5
Members of affiliated clubs (BowlsWA) Roll-up	\$0

Non Member per 30 minutes Roll-up	\$10
Bowls Member Roll-up	\$0

Match Fees:

Match fees consists of Green Fee plus extra \$ depending on the length of the event and what is provided

Pennant bowls (Open Gender)	\$5 green fee plus \$ (depends upon what is provided)
Ladies Friday Pennants	\$5 green fee plus \$3 (\$8 fee set by Bowls WA)
All club events / tournaments / social bowls	\$5 green fee plus \$ (depends upon what is provided)

Membership Fees: (per financial year)

Pennant Bowler	\$235 inclusive of Pennant Fee
Club Bowler	\$160
Social Bowler	\$30
Corporate Membership	\$200
Specific Named Event Member	\$5 per member per Named Event
Sponsor Membership	Refer to package conditions

Appendix 2. – Duty Statements

Kept in Club Office.