



Established 1963

WARATAH BEACH SURF LIFE SAVING CLUB INC. (A0009838P)

ABN 16 531 142 808

Statement of Purposes and Rules

(As amended 27 July 2008)

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WARATAH BEACH SURF LIFE SAVING CLUB INCORPORATED
STATEMENT OF PURPOSES
(As amended 27 July 2008)

- 1.0** The purposes of the Association are:
- 1.1** To preserve and safeguard life by the study and practice of methods of lifesaving as taught by the Surf Life Saving Australia; to provide, maintain and operate efficient lifesaving appliances; to render first aid on the beaches and adjacent reserves as occasion may require.
- 1.2** To arrange classes of instruction and promote demonstrations in lifesaving and swimming and to further generally the best interests of surf lifesaving and surf bathing.
- 1.3** To provide facilities and amenities for Association members and to assist in lifesaving and the safeguarding of surf bathing by acquiring, constructing and maintaining and/or improving any premises deemed necessary to the achievement of the objects of the Association.
- 2.0** Solely for the purpose of furthering the purposes set out above the Association shall have power:
- 2.1** To affiliate with, subscribe to, become a member of and co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Association (including but not limited to the Life Saving Victoria) provided that the Association shall not subscribe to or support with its funds any club, association or organisation which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Association under or by virtue of the Rules.
- 2.2** To purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be requisite for the purposes of, or capable of being conveniently used in connection with, any of the objects of the Association: provided that in case the Association shall take or hold any property which may be subject to any trusts the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts.
- 2.3** To enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association; to obtain from any such Government or Authority any rights, privileges and concessions which the Association may think it desirable to obtain; and to carry out, exercise and comply with any such arrangement, rights privileges and concessions.
- 2.4** To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Association.
- 2.5** To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Association's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof.
- 2.6** To invest and deal with the money of the Association not immediately required in such manner as may from time to time be thought fit.
- 2.7** To take, or otherwise acquire, and hold shares, debentures of other securities of any company or body corporate.
- 2.8** To lend and advance money or give credit to any person or body corporate; to guarantee and give guarantees or Indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate, and otherwise to assist any person or body corporate.
- 2.9** To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise and to secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the Association's property or assets present or future and to purchase, redeem or pay-off any such securities.
- 2.10** To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments.

- 2.11** To sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Association
- 2.12** To take or hold mortgages, liens or charges to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Association's property of whatsoever kind sold by the Association, or any money due to the Association from purchasers and others.
- 2.13** To take any gift or property whether subject to any special trust or not, for any one or more of the objects of the Association but subject always to the proviso in paragraph 2.2.
- 2.14** To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Association, in the shape of donations, annual subscriptions or otherwise.
- 2.15** To print and publish any newspapers, periodicals, books or leaflets that the Association may think desirable for the promotion of its objects.
- 2.16** To amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of the Association and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Association under or by virtue of the Rules.
- 2.17** To make donations for patriotic, charitable or community purposes.
- 2.18** To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association.

WARATAH BEACH SURF LIFE SAVING CLUB INCORPORATED.
RULES
(As amended 27 July 2008)

1.0 TITLE

1.1 The name of the incorporated association is Waratah Beach Surf Life Saving Club Incorporated, the only abbreviation being Waratah Beach S.L.S.C. Inc. (in these Rules called ‘the Association’ or ‘the Club’)

2.0 INTERPRETATION

2.1 In these rules, unless the contrary intention appears:

2.1.1 “Committee” means the Committee of Management of the Association.

2.1.2 “Financial Year” means the year ending on 30th April.

2.1.3 “General Meeting” means a general meeting of members convened in accordance with Rule 15 or Rule 16.

2.1.4 “Member” means a member of the Association.

2.1.5 “Ordinary Member of the Committee” means a member of the Committee who is not an officer of the Association under Rule 8.2.3.

2.1.6 “The Act” means the Association Incorporation Act 1981.

2.1.7 “The Regulations” means regulations under the Act.

2.1.8 “S.L.S.A.” means Surf Life Saving Australia.

2.2 In these Rules, a reference to the secretary of the Association is a reference: where a person holds office under these Rules as secretary of the Association - to that person; and, in any other case, to the public officer of the Association.

2.3 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1958 and the Act as in force from time to time.

3.0 AFFILIATION

3.1 The Club shall be affiliated with Life Saving Victoria and Surf Life Saving Australia

4.0 MEMBERSHIP

4.1 Membership of the Club will be divided into Active Membership categories and Non-Active Membership categories.

4.2 Active Membership Categories

4.2.1 Probationary Member - until such time as a member has qualified for the minimum award in the Senior Active, Junior Active or Cadet category as applicable, the member shall be classed as a Probationary Member. A Probationary member must qualify for the award within the time period set down by the committee.

4.2.2 Junior Association Member - Any person aged from 7 years to under 13 years at October 1st.

4.2.3 Cadet Member - Any person aged from 13 years to under 15 years at October 1st, who has qualified for the Surf Life Saving Certificate of the S.L.S.A

4.2.4 Junior Active - Any person aged from under 15 years to under 18 years at October 1st, who has qualified for the Bronze Medallion of the S.L.S.A.

4.2.5 Senior Active - Any person over the age of 18 years at October 1st, who has qualified for the Bronze Medallion of the S.L.S.A.

4.2.6 Active Reserve Membership - Active Reserve membership may be granted by the Club to active members who have satisfactorily completed (from the gaining of the Bronze Medallion) at least 8 years of continuous patrol and club obligations as provided by the Association regulations, or, An active member who, due to illness or other exceptional circumstances satisfactory to the Committee, is prevented from carrying out their patrol duties may be granted Active Reserve membership.

4.2.7 **Award Members** - Any person who has qualified for an award, other than the Bronze Medallion of the S.L.S.A. and who declare themselves available for patrol duties.

4.2.8 **Long Service Membership** - This may be granted by the Committee to active members who have satisfactorily completed ten years active service or eight years active service and four years active reserve service to patrols and satisfactorily carried out their other club obligations. Long Service Members may be exempted from all patrol obligations and may be granted other special privileges of the Club as provided in the Club by-laws.

In exceptional circumstances it shall be competent for the Committee to grant Long Service Membership to a Reserve Active Member irrespective of the number of years service as a Reserve Active Member to a club affiliated with the S.L.S.A. or Waratah Beach S.L.S.C. Inc.

4.3 **Requirements of Active Members**

4.3.1 Active Members except Junior Association Members shall:

- (a) Attend at the beach or elsewhere for Patrol or other duties on such dates and at such hours as may be specified by the Committee in the Patrol Roster or at other such times as may be deemed necessary.
- (b) Qualify in an annual proficiency test unless the member has obtained the Bronze medallion or the Surf Life Saving Certificate in that season.
- (c) Submit a membership application on the official form.

4.3.2 Junior Association Members shall.

- (a) Be subject to the rules covering training, discipline and competition as laid down by the Director of Junior Activities and ratified by the Committee.
- (b) Submit a membership application on the official form.

4.4 **Non-Active Membership Categories**

4.4.1 **Associate Membership.** Any person may become an associate member of the Club. Every associate member must submit an individual membership application on the official form.

4.4.2 **Honorary Associate:** Any person who makes a donation in any financial year equal or greater than an amount to be determined at the Annual Meeting, may become an Honorary Associate Member until the next Annual Meeting after their election. The Committee may confer Honorary Associate Membership in return for a non cash donation. Honorary membership will also pass to the donor's spouse and to children who are eligible for Junior Association membership.

4.4.3 **Family Membership:** the committee may set a Family subscription for an associate, award member, active senior, active reserve or long service member, their partner and children under 18 years of age.

4.5 **Life Membership**

4.5.1 To be appointed a life member of the Club, a person must have achieved either ten years service to the Club, or to have become incapacitated in the performance of their duties as a lifesaver.

4.5.2 Candidates must have demonstrated service to the Association beyond the minimum expected of members under these rules.

4.5.3 Applications will be called for by the Hon. Secretary and candidates approved by 2/3rd majority of the Management Committee at the meeting immediately prior to the Annual General Meeting.

4.5.4 Upon successful approval by the Management Committee, Candidates must be submitted for consideration by the Life Members Committee. The candidate must be approved by 2/3rd majority of those present at the Life Members Meeting.

4.5.5 Upon successful approval by the Life Members Committee, the candidate must then be submitted to the following Annual General Meeting at which a vote of 2/3rd majority will be necessary for the election of a member to life membership.

4.5.6 Only two persons may be elected in any one year.

4.5.7 The Life Members Committee shall consist of all Life Members and the President who will be Chairman.

4.6 Patrons will be submitted by the committee to the Annual Meeting at which a vote of 2/3rd will be necessary for the election of a Patron. Only 3 persons may be elected in any one year.

4.7 Vice Patrons will be submitted by the committee to the Annual Meeting at which a vote of 2/3rd will be necessary for the election of a Vice Patron. Only 3 persons may be elected in any one year.

4.8 Trustees will be submitted by the committee to the Annual Meeting at which a vote of 2/3rd will be necessary for the election of a Trustee. Only 3 persons may be elected in any one year.

5.0 SUBSCRIPTIONS

5.1 All subscriptions as laid down by the Club in General Meeting will become due and payable immediately after the Annual General Meeting in any one year.

5.2 A member will automatically cease to be considered a member of the Club should that person's current year's subscription not be paid by 31st of December in that year.

5.3 It will be the responsibility of the Committee to notify in writing all members who have failed to renew their subscriptions, informing them that they are no longer entitled to enjoy any Club privileges available to them.

5.4 The Committee shall not knowingly admit as a financial member of the Club any member who is either financially debted to or suspended or expelled from any other Club affiliated with Surf Life Saving Australia.

5.5 A prospective new Member will not be required to pay their subscription until an application for membership form has been completed.

5.6 Every Active Member and Associate Member must submit an official Membership Application each season which must be approved by the Committee.

6.0 RIGHTS OF MEMBERS

6.1 All Active Members and Committee Members shall be entitled to the full use of the Club's facilities, except in the areas that may, from time to time, be restricted by the Committee.

6.2 All Non-Active members will be entitled to such usage of the Club's premises and property as the Committee may lay down.

7.0 RESIGNATION, SUSPENSION AND UNBECOMING CONDUCT OF MEMBERS

7.1 A member of the Association who has paid all moneys due and payable by them to the Association may resign from the Association by first giving one month's notice in writing to the Secretary of his intention to resign and upon the expiration of that period of notice; the member shall cease to be a member.

7.2 Upon the expiration of a notice given under sub-clause 7.1, the Secretary shall make in the register of members and entry recording the date on which the member by whom the notice was given, ceased to be a member.

7.3 Subject to these rules, the Committee may:

7.3.1 By resolution:

- (i) Expel a member from the Association;
- (ii) Suspend a member from membership of the Association for a specified period; or
- (iii) Fine a member in accordance with the Regulations where the Committee is of the opinion that the member, has refused or neglected to comply with these rules; or has been guilty of conduct unbecoming a member or prejudicial to the interests of the Association.

7.3.2 A resolution of the Committee under sub-clause 7.3.1 does not take effect unless the Committee, at a meeting held not earlier than 14 and not later than 28 days after the service on the member of a notice under sub-clause 7.3.3 confirms the resolution in accordance with this clause.

- 7.3.3 Where the Committee passes a resolution under sub-clause 7.3.1, the Secretary shall, as soon as practicable, cause to be served on the member a notice in writing:
- (i) Setting out the resolution of the Committee and the grounds on which it is based;
 - (ii) Stating that the member may address the Committee at a meeting to be held not earlier than 14 and not later than 28 days after service of the notice;
 - (iii) Stating the date, time and place of that meeting;
 - (iv) Informing the member that he may do one or more of the following: attend that meeting or give to the Committee, before the date of that meeting, a written statement seeking the revocation of the resolution.
- 7.3.4 At a meeting of the Committee held in accordance with sub-clause 7.3.3, the Committee:
- (i) Shall give to the member an opportunity to be heard;
 - (ii) Shall give due consideration to any written statement submitted by the member; and
 - (iii) Shall by resolution determine whether to confirm or revoke the resolution.
- 7.3.5 Where a Club member is either permanently or temporarily suspended from the Club, that member automatically loses all rights and forfeits all rights of competition either intra-club or inter-club.

8.0 MANAGEMENT OF THE CLUB

8.1 All positions will be re-elected annually except as provided for in these Rules. Nominations for all positions to be filled by a General Meeting must be received prior to the General Meeting's commencement time.

8.2 Executive Committee

8.2.1 The Executive Committee will consist of the following persons.

President	Hon. Treasurer
Hon. Secretary	Club Captain
Chief Instructor	

8.2.2 Any Executive position not filled at the Annual Meeting or vacated during the season will be re-elected at a Special General Meeting.

8.2.3 The members of the Executive shall be the Officers of the Association.

8.3 Management Committee

8.3.1 The Committee will consist of the following persons:

The Executive (as in 8.2.1), plus:

Deputy President	Vice-Presidents (2)
Vice Club Captains (2)	Gear Steward
Membership Secretary	Social Secretary
Publicity Officer	Immediate Past President
Team Manager	House Steward
Newsletter Collator	Junior Activities Co-ordinator
Committee Persons (2)	

8.3.2 Any Ordinary Committee Member position not filled at the Annual Meeting or vacated during the season may be elected by the remaining Committee members after nominations have been called by letter or the Club's official Newsletter to all members.

8.3.3 Notwithstanding sub-clause 8.3.1, an Immediate Past President will become a member of the Committee only if, after vacating the Presidency for a period not exceeding 12 months, that person so nominates to be a member

8.4 Active Committee

8.4.1 The Active Committee will consist of the following persons elected by those financial Active Members present at the General Meeting:

Junior Captain	I.R.B. Captain
Ski Captain	Swim Captain
Boat Captain	Beach Captain
Board Captain	

plus:

8.4.2 The Active Committee will also consist of the following persons elected by all financial members present at the General Meeting:

Club Captain	Vice Club Captain
Chief Instructor	Gear Steward
Junior Activities Co-ordinator	Team Manager
First Aid Officer	Emergency Services Coordinator
Radio Officer	

plus:

8.4.3 The Active Committee will also consist of the following persons selected by the Club Captain: Patrol Captains

8.4.4 Any position above on the Management Committee or Executive, which is not filled at the Annual Meeting or is vacated during the season, will be filled in accordance with 8.2.2 or 8.3.2 as appropriate. All other positions not filled at the Annual Meeting or vacated during the season, may be filled by a meeting of Active Members called by the Club Captain.

8.5 **Honorary Committee Positions.**

8.5.1 The following people will be elected by all members at the Annual Meeting or if not filled at that time by the Management Committee. These people are not eligible to vote at Management or Active Committee meetings.

Honorary Auditor	Honorary Legal Officer
Honorary Medical Officer	Club Historian

8.5.2 Holders of Honorary Committee positions who are not otherwise financial members of the Club will be automatically conferred Honorary Associate membership as in 4.4.2.

8.6 Assistants may be elected to any of the above positions at a meeting called in accordance with sub-clause 8.4.4.

8.7 Committee Members shall, subject as follows, hold office until the conclusion of the Annual meeting following their election. The Committee reserves the right to declare vacant the seat of any member who is absent from three consecutive meetings of the Committee without furnishing reasonable cause of absence.

9.0 **POWERS OF COMMITTEE**

9.1 The Executive shall be responsible for dealing with matters between meetings of the Committee. Decisions of the Executive shall be ratified at the next Committee meeting.

9.2 The Committee shall have control and management of the income and expenditure of the Club, its affairs and concerns, and officers and servants. All decisions shall be by simple majority.

9.3 The Committee has power to appoint Standing Sub-Committees and Special Sub-Committees to consider and report upon any questions referred to them.

9.4 Any vacancy existing on such sub-committees shall be filled by the Committee, who may call for nominations from Club Members by letter, Newsletter, or, by members of the Management Committee or Active Committee.

9.5 Any recommendation or resolution made by a sub-committee, if adopted by the Committee, shall be recorded as business of the Committee.

9.6 The Committee shall have power from time to time to draw up, alter, amend or revoke by-laws and regulations, ensuring the more efficient management of the Club, and the control and conduct of the members in regard to Club matters.

10.0 **APPOINTMENT OF SALARIED OFFICERS**

10.1 The Management Committee may determine that appointment of one or more salaried officers is required in accordance with section 2.4 of the Statement of Purposes.

10.2 Salaries of staff members as provided for above shall be approved by the Management Committee following a recommendation submitted by the Executive Committee.

10.3 The selection and termination of staff members or any paid assistance shall be determined by the Executive Committee.

10.4 Salaried staff shall take instructions from and report to the Executive Committee.

11.0 DUTIES OF MEMBERS OF COMMITTEE

- 11.1 President:** It will be the responsibility of the President to over-see all functions of the Club.
- 11.2 Deputy President:** It will be the responsibility of the Deputy President to assist the President and to act as Chairman in the absence of the President or at the request of the President.
- 11.3 Secretary:** The Honorary Secretary of the Club will be responsible to see that all requirements under these Rules are met; conduct all correspondence from time to time that may arise; keep Minutes of all proceedings of the Club, both Committee and General Meetings; keep in his custody or under his control, all books, documents and securities of the Club.
- 11.4 Treasurer:** The duties of the Treasurer will be as follows:
- 11.4.1 Income Account** for all monies that may, from time to time, become the property of the Club and ensure an official receipt is issued for all monies received. All monies so received must be banked in an account, opened in the name of the Club.
- 11.4.2 Payment of Accounts.**
- a) The Treasurer will be responsible for the payment of all accounts that have been authorised for payment by the Executive
 - b) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by two of the following persons: The President, The Secretary, The Treasurer.
 - c) Any payment by Electronic Banking must be authorised by two of the following persons: The President, The Secretary, The Treasurer; acting as specified account authorities and in compliance with the requirements of the Clubs nominated banking institution.
 - d) At each committee meeting, The Treasurer must report in writing to the satisfaction of the committee on all payments made by the Club since the last committee meeting
 - e) Under no circumstances may any account be paid by cash
- 11.4.3 Records.** The Books of Account of the Club shall be kept on a system of double entry book-keeping and shall be audited annually by the Honorary Auditor who shall be a certified practising accountant. The Honorary Auditor shall certify the correctness of the Balance Sheets and report upon the accounts to the Annual Meeting. The Honorary Auditor shall have power, at any time, to call for production of all books, accounts, vouchers, minutes of meetings or any other documents relative to the financial affairs of the Club. The Treasurer will maintain an inventory of property belonging to the Club. The Books of Account and inventory of property shall be available for inspection by members
- 11.5 Membership Secretary:** The duties of the Membership Secretary shall be as follows:
- 11.5.1** To collect all subscriptions as per clause 5 and issue receipts as required by the Treasurer.
- 11.5.2** Keep an up-to-date list of all members including, full name and address, membership type as well as all Club positions, club awards, S. L S A. awards, and any other awards, decorations or other information which could assist the club.
- 11.5.3** To collect any accounts due from Club members.
- 11.6** The duties of the rest of the members on the Committee of Management will be set down in writing and may be altered at any time by duly passing a motion at a Committee Meeting.
- ## **12.0 REMOVAL OF MEMBER OF COMMITTEE**
- 12.1** The Association in General Meeting may, by resolution, remove any member of the Committee before the expiration of their term of office and appoint another member in their stead to hold office until the expiration of the term of the first-mentioned member.
- 12.2** Where the member to whom a proposed resolution referred to in sub-clause 12.1 makes representations in writing to the Secretary or President of the Association (not exceeding a reasonable length) and requests that they be notified to the members of the Association, the Secretary or the President may send a copy of the representations to each member of the Association or, if they are not so sent, the member may require that they be read out at the meeting.

13.0 SEAL

13.1 The Common Seal of Association shall be kept in the custody of the Secretary.

13.2 The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures either of two members of the Committee or of one member of the Committee and of the Public Officer of the Association.

14.0 NOTICES TO MEMBERS

14.1 A notice may be served by or on behalf of the Association upon any member either personally or by sending it by post to the member at their address shown in the Register of Members or electronically to a valid electronic mail (e-mail) address for that member with delivery confirmation required.

14.2 Where a document is properly addressed, pre-paid and posted to a person as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the ordinary course of post.

15.0 ANNUAL GENERAL MEETING

15.1 The Association shall in each calendar year convene an Annual General Meeting of its members.

15.2 The Annual General Meeting shall be held on such day prior to the Annual Meeting of the Life Saving Victoria, as the Committee determines.

15.3 The Annual General Meeting shall be specified as such in the notice convening it.

15.4 The ordinary business of the Annual General Meeting shall be:

- (a) To confirm the Minutes of the last preceding Annual General Meeting and of any General Meeting held since that meeting;
- (b) To receive from the Committee reports upon the transactions of the Association during the last preceding financial year;
- (c) To elect officers of the Association and ordinary members of the Committee.
- (d) To elect life members.
- (e) Other elections as provided in these rules
- (f) To receive and consider the statement submitted by the Association in accordance with Section 30 (3) of the Act.

15.5 The Annual General Meeting may transact special business of which notice is given in accordance with these rules.

15.6 The Annual General Meeting shall be in addition to any other General Meetings that may be held in the same year.

16.0 SPECIAL GENERAL MEETINGS

16.1 All General Meetings other than the Annual General Meeting shall be called Special General Meetings.

16.2 The Committee may, whenever it thinks fit, convene a Special General Meeting of the Association and where, but for this sub-clause, more than fifteen months would lapse between Annual General Meetings shall convene a Special General Meeting before the expiration of that period.

16.3 The Committee shall, on the requisition in writing of ten financial members, convene a Special General Meeting of the Association.

16.4 The requisition for a Special General Meeting shall state the objects of the meeting and shall be signed by the Members making the requisition and be sent to the address of the Secretary and may consist of several documents in a like form, each signed by one or more of the Members making the requisition.

16.5 If the Committee does not cause a Special General Meeting to be held within one month after the date on which the requisition is sent to the address of the Secretary, the Members making the requisition or any one of them may convene a Special General Meeting to be held not later than three months after that date.

16.6 A Special General Meeting convened by members in pursuance of these rules shall be convened in the same manner as nearly possible as that in which those meetings are convened by the Committee and all reasonable expenses incurred in convening the meeting shall be refunded by the Association to the persons incurring the expenses.

17.0 NOTICE OF GENERAL MEETINGS

17.1 The Secretary of the Association shall, at least 14 days before the date fixed for holding a General Meeting of the Association, cause to be sent to each member of the Association at their address appearing in the register of members, a notice by pre-paid post or via electronic mail (e-mail) stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

17.2 No business other than that set out in the notice convening the meeting shall be transacted at the meeting.

18.0 BUSINESS AND QUORUMS OF GENERAL MEETINGS

18.1 All business that is transacted at a Special General Meeting and all business that is transacted at the Annual General Meeting with the exception of that specially referred to in these rules as being the ordinary business of the Annual General Meeting shall be deemed to be special business.

18.2 No item of business shall be transacted at a General Meeting unless a quorum of members, entitled under these rules to vote, is present during the time when the meeting is considering that item.

18.3 Ten members personally present (being members entitled under these rules to vote at a General Meeting) constitute a quorum for the transaction of the business of a general meeting.

18.4 If within half an hour after the appointed time for the commencement of a General Meeting, a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned to the same day in the next week at the same time and (unless another place is specified by the Chairman at the time of the adjournment or by written notice to members given before the day to which the meeting is adjourned) at the same place and if at the adjourned meeting the quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than 5) shall be a quorum.

19.0 CHAIRMAN AT GENERAL MEETINGS

19.1 The President, or in their absence, the Deputy President, shall preside as Chairman at each General Meeting of the Association.

19.2 If the President and the Deputy President are absent from a General Meeting, the members present shall elect one of their number to preside as Chairman at the Meeting.

20.0 ADJOURNMENTS OF GENERAL MEETINGS

20.1 The Chairman of a General Meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

20.2 Where a meeting is adjourned for fourteen days or more, a like notice of the adjourned meeting shall be given as in the case of the General Meeting.

20.3 Except as provided in sub-clauses 20.1 and 20.2, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.

21.0 DETERMINATION OF RESOLUTIONS AT A GENERAL MEETING

21.1 A question arising at a General Meeting of the Association shall be determined on a show of hands. Unless otherwise laid out in these Rules, all questions will be determined by a simple majority.

21.2 A poll may be demanded before or on the declaration of the show of hands by the Chairman that a resolution has, been carried or carried unanimously or carried by a particular majority or lost.

22.0 VOTING AT GENERAL MEETINGS

22.1 Upon any question arising at a General Meeting of the Association all financial members and honorary members under these Rules are entitled to one vote only.

22.2 All votes shall be given personally.

22.3 In the case of an equality of voting on a question, the Chairman of the meeting is entitled to exercise a second or casting vote.

22.4 A Member is not entitled to vote at any General Meeting unless all monies due and payable by them to the Association have been paid.

23.0 POLL

23.1 If at a meeting a poll on any question is demanded by not less than three members, it shall be taken at that meeting in such manner as the Chairman may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.

23.2 A poll that is demanded on the election of a Chairman or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chairman may direct.

24.0 COMMITTEE MEETINGS

24.1 The Executive shall meet as required. Three members to form a quorum.

24.2 The Committee shall meet monthly or at the discretion of the Executive. Four members to form a quorum.

24.3 The Active Committee shall meet at least 4 times each year. Four members to form a quorum.

25.0 CLUB COLOURS AND COSTUMES

25.1 The Club colours shall be azure blue and waratah red.

25.2 All costumes worn by Club members in carrying out official activities must meet the Club's approval.

26.0 LIQUOR

26.1 Liquor is permitted on Club premises only in accordance with a Licence obtained under the Liquor Control Reform Act 1998.

26.2 Where liquor is provided in accordance with a Restricted or Full Club Licence under the Act:

- (i) Visitors to the Club must not be supplied with liquor in the Club premises unless the visitor is a guest in the company of a member of the Club.
- (ii) The name of each guest entering an area to which such Licence applies must be recorded in a book provided by the Committee.

27.0 ALTERATION TO RULES

27.1 These Rules and the Statement of Purposes shall not be altered except in accordance with the Act.

28.0 APPLICATION OF INCOME AND PROPERTY

28.1 The income and property of the Association shall be used and applied solely in promotion of its purposes and the exercise of its powers as set out herein and no proportion thereof shall be distributed paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the Association provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys, advances by them to the Association or otherwise owing by the Association to them or of remuneration to any officers or servants of the Association or to any member of the Association or other person in return for any services actually rendered to the Association provided further that nothing herein contained shall be construed so as to prevent the payment or repayment to any member for out of pocket expenses, money lent, reasonable and proper charges for goods hired by the Association or reasonable and proper rent for premises demised or let to the Association or the provision of services to a member to which he would be entitled in accordance with the purposes if he were not a member.

28.2 Payment of any amount is precluded to an officer or servant of the Club by way of commission or allowance from the receipts of the Club for sale and disposal of liquor.

28.3 If the Association shall be wound up in accordance with the provisions of the Associations Incorporation Act 1981, and there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be given or transferred to the Surf Life Saving Association of Australia - Lifesaving Victoria.

29.0 FUNDS

29.1 The funds of the Club shall be derived from annual subscriptions, grants, donations and such other sources as the Committee determines.

30.0 RULES

30.1 A copy of these Rules is available for inspection at any reasonable time by a request of a member to the Hon Secretary.