

**Romsey Golf Club Inc**  
**By Laws**  
**As At October 26<sup>th</sup>, 2022**

**By-Law #1**  
**Relating to Constitution Section 5**  
**Member Sub-Categories**

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**1. Life Members**

***Constitution: -***

*Life Members, who subject to this Constitution, have the right to receive notice of, attend and vote at General Meetings*

- *Playing Life Member [For GA & District purposes this category requires affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - No annual subscription (Honorary)
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
  
- *Non-Playing Life Member [For GA & District purposes this category does not require affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - No annual subscription (Honorary)
  - No playing rights and access to the course
  - No access to GA Handicap (Golflink) if required.

**2. Individual Members**

***Constitution: -***

*Individual Members, who subject to this Constitution, have the right to receive notice of, attend and vote at General Meetings*

- *Adult Member [For GA & District purposes this category requires affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
  
- *Senior Member [For GA & District purposes this category requires affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
  
- *Concession Member [For GA & District purposes this category requires affiliation]*
  - Must hold a current Health Care Card
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution

- Full playing rights and access to the course
- Access to GA Handicap (Golflink) if required.
- Tertiary Member *[For GA & District purposes this category requires affiliation]*
  - Must be attending University, Tafe or completing an Apprenticeship
  - Must be Under 25 years old
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
- Affiliate Member *[For GA & District purposes this category requires affiliation]*
  - Current Member of another Golf Club affiliated with Golf Australia
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
- Golflink Member *[For GA & District purposes this category requires affiliation]*
  - Eligible to attend and vote at General Meetings
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Playing rights and access to the course upon payment of competition of green fees
  - Not eligible for club championships, medals, or honour board events
  - Access to GA Handicap (Golflink) if required.
- Green Fee Member *[For GA & District purposes this category requires affiliation]*
  - Eligible to attend and vote at General Meetings
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Access to the course outside competition times
  - Not eligible to participate in club competitions
  - No access to GA Handicap (Golflink)
- Social Member *[For GA & District purposes this category does not require affiliation]*
  - Eligible to attend and vote at General Meetings
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - No playing rights or access to the course
  - No access to GA Handicap (Golflink)

### 3. Junior Members

***Constitution: -***

*Junior Members, who are under 18 years, subject to this Constitution and do not have the right to receive notice of, attend and vote at General Meetings*

- Junior Member 12-17 Years old *[For GA & District purposes this category requires affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course

- Access to GA Handicap (Golflink) if required.
- Junior Member 8-12 Years old *[For GA & District purposes this category requires affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
- “My Golf” Junior Member *[For GA & District purposes this category does not require affiliation]*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course (“MyGolf” participants are part of a national development program and therefore do not require insurance)
  - Not eligible for club championships and honour board events

#### 4. Other Member Categories

**Constitution: -**

*Other such category of member as may be created by the Directors may not be granted voting rights.*

- Family Member *[For GA & District purposes this category requires affiliation for each member]*
  - 2 Adults & 2 Dependent Children
  - Adults (Over 18 years) eligible to attend and vote at General Meetings
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.
- 6 Month Member *[For GA & District purposes this category requires affiliation]*
  - Any consecutive 6 month period
  - Eligible to attend and vote at General Meetings *while financial.*
  - Agree to comply with all conditions of membership set out in section 5 of the Constitution
  - Full playing rights and access to the course
  - Access to GA Handicap (Golflink) if required.

**By-Law #2**  
**Relating to Constitution Section 5.4**  
**Life Member Eligibility Criteria**

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1) Introduction

This By-Law has been prepared to assist members of the board, nominees and referees concerning the nomination and consideration processes for Life Membership of Romsey Golf Club.

Any individual member who has rendered distinguished and exceptional service to the district may be nominated for this membership class.

2) Life Membership

Life Membership is the highest award available to recognize the distinguished and exceptional contribution of individuals to the Club. It is therefore only to be awarded for this level of contribution. This document also sets out the procedures and policies which are applied by the board in their consideration of Life Membership nominations. Importantly, such consideration includes the board's endorsement (or otherwise), of a nomination put forward for Life Membership of the Club. In this regard the board wishes to make it clear that when they endorse a nomination for Life Membership, they are providing to the members a confirmation that such nomination in their majority opinion meets the standard of "distinguished and exceptional service" set down. Under no circumstances should such endorsement be seen as a recommendation by the board to members to vote in a particular way.

3) Nomination for Life Membership

- Any full member of the Club may propose or second a nomination for election of a Life Member.
- The Nomination (accompanied by any relevant documentation) must be lodged with the Secretary no later than two (2) calendar months before the date of notification of an Annual or Special General Meeting.
- Such a nomination must be reported to the next meeting of the board which will resolve by majority whether or not to endorse the nomination.
- For the nomination to be passed at least 75% of those members entitled to vote and who are present at the General Meeting, must vote in favour of the granting of Life Membership to a nominee.

4) Consideration Guidelines

- The length of membership where the distinguished and exceptional service has occurred should be at least 10 years.
- The general attitude and overall demeanour of the nominee shows a dedication to the core values of the Club set down in the Strategic plan.
- The Nominee has a commitment to the principles of good sportsmanship.
- The Nominee will have provided valued leadership and/or been an outstanding role model to the Members in general.
- The nominee's service must reflect favourably on and have brought credit to the Club.

5) Specific Criteria:

To include two or more of:

- Playing
- Managing
- Administration
- General Contribution
- Other special achievements for the Club which maybe either on or off the course or both.

6) Benefits of Life Membership:

- Award of the life membership at the Annual General Meeting.
- Exemption from Club membership fees.
- A personal invitation to any special event organized by the Club.
- Listing on the Club website and/or honour board.
- Status of being a member of a select and honoured group within the Club.
- Ability to include award recognition on a Curriculum Vitae.

7) The Application:

The Life Membership application must address the above criteria in points 4 & 5 above, including:

- A proposer and seconder who are full members of the club.
  - The proposer and seconder must sign the application.
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**By-Law #3**  
**Relating to Constitution Section 7.2**  
**Grievances, Discipline of Members & Appeals**

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**1) Disciplinary procedure**

- a. The board may take action to terminate or suspend a member's membership if it is determined that the member has:
  - i. breached, failed, refused, or neglected to comply with a provision of this constitution, the association's bylaws or any resolution or determination of the board or any duly authorised subcommittee;
  - ii. refused to support the purposes of the association;
  - iii. acted in a manner unbecoming of a member, or prejudicial to the character and interests of the association; and/or
  - iv. brought themselves, the association, any other member, or the sport into disrepute;
  - v. been convicted of an indictable offence;
  - vi. has subscription fees in arrears for at least two months.
- b. If the board decides to terminate or suspend a member's membership, the secretary must, within seven days after the decision, give the member written notice:
  - i. setting out the decision of the board and the grounds on which it is based;
  - ii. stating that the member may address the board at a meeting to be held not earlier than seven days and not later than 28 days after the service of the notice;
  - iii. stating the date, place, and time of that meeting;
  - iv. informing the member that the member may do either or both of the following:
    - a) attend and speak at that meeting;
    - b) submit to the board at or before the date of that meeting written representations relating to the decision.
  - v. setting out the member's appeal rights under clause 2 and 3 of this bylaw .
- c. Before the board terminates or suspends a member's membership, the board must:
  - i. give the member a full and fair opportunity to make verbal representations at a meeting as mentioned in clause 1.b.ii of this bylaw.
  - ii. give due consideration to any written representations submitted to the board by the member at or before the meeting mentioned in clause 1.b.ii.
- d. If, after considering all representations made by the member, the board decides by resolution to terminate or suspend the membership, the secretary must, within seven days of the meeting mentioned in clause, 1.b.ii to give the member a written notice of the decision.

**2) Appeal against termination or suspension of membership**

- a. A person whose membership has been terminated or suspended may give the secretary written notice of their intention to appeal against the decision.

- b. A notice of intention to appeal must be given to the secretary within seven days after the person receives written notice of the decision.
- c. Within seven days of the secretary receiving a notice of intention to appeal, an appeals panel shall be constituted by up to three people, excluding board members. The panel may include a barrister or solicitor.

### **3) Appeals panel to decide appeal**

- a. The appeals panel must hold the appeal meeting within 28 days after the secretary receives the notice of intention to appeal.
- b. At the meeting, the member must be given a full and fair opportunity to show why the membership should not be terminated or suspended.
- c. Also, the board must be given a full and fair opportunity to show why the membership should be terminated or suspended.
- d. An appeal must be decided by a majority vote of the members of the appeals panel.
- e. Where a decision of the board to terminate or suspend a member's membership is set aside by the appeals panel, the membership shall be reinstated to the member's former level of membership without payment of any further fee.

### **4) Grievance procedure**

- a. This grievance procedure applies to disputes between:
  - i. a member and another member; or
  - ii. a member and the board; or
  - iii. a member and the association.
- b. This procedure does not apply to any appeal by a member against a decision made in accordance with the disciplinary procedure outlined in clause 1).
- c. A member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary procedure until the disciplinary procedure has been completed.
- d. The parties to a dispute may attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.
- e. If the parties to a dispute are unable to resolve the dispute between themselves within 14 days, the parties may within a further ten days:
  - i. notify the board of the dispute; and
  - ii. agree to or request the appointment of a mediator; and
  - iii. attempt in good faith to settle the dispute by mediation.
- f. The mediator may be:
  - i. a person chosen by agreement between the parties; or
    - 1. in the absence of agreement:
      - a) if the dispute is between a member and another member, a person appointed by the board; or
      - b) if the dispute is between a member and the board or the association, a person appointed or employed by the Dispute Settlement Centre of Victoria.

- g. A mediator appointed by the board may be a member or former member of the association but in any case, must not be a person who:
  - i. has a personal interest in the dispute; or
  - ii. is biased against, or in favour of, any party.
- h. The mediator to the dispute, in conducting the mediation, must:
  - i. give each party every opportunity to be heard; and
  - ii. allow due consideration by all parties of any written statement submitted by any party; and
  - iii. ensure that natural justice is accorded to the parties throughout the mediation process.
- i. The mediator must not determine the dispute.
- j. If the mediation process does not resolve the dispute, the board may take whatever steps it considers appropriate in the best interests of the association and the members concerned.
- k. Neither party is entitled to be represented by a legal practitioner at mediation.
- l. The board may prescribe additional grievance procedures, which are consistent with this constitution, in the association's bylaws.



**By-Law #4**  
**Relating to Constitution Sections 11.2, 12.2, 12.4 & 12.5**  
**Election of Captains**

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One male and one female member will be elected to the role of Captain as per the conditions below. These are non-board positions who will form part of the Match Committee (chaired by the Director of Golf), responsible for Men's & Womens golf operations.

**Eligibility:**

- As per Director eligibility detailed in section **12.2** in the Club constitution

**Nominations & Elections:**

- The procedure for nominations and elections will follow the same process as those of the board, detailed in sections **11.2 & 12.4** of the Club constitution.

**Term of Office:**

- As per constitution section **12.5** terms of office for Captains will align with the Club Captain with election being for 2 years.
- Captains are eligible for re-election at the conclusion of their 2 year term.

**Responsibilities:**

- The responsibilities of the incumbent Captains will be set out in the Match Committee Charter.
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