

# **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

## **A SECTION OF THE CENTRAL COAST LEAGUES CLUB:**

### **1. NAME:**

The name of the Club shall be **The Central Coast Leagues Club Bridge Club.**

### **2. DEFINITIONS:**

"CCLC" means Central Coast Leagues Club Limited, ACN 001 036 068.

"Board of CCLC" means the Board of Directors of Central Coast Leagues Club Ltd, ACN 001 036 068

"Bridge Club" means the Central Coast Leagues Club Bridge Club.

"Committee" means the committee established under Rule 8 (a) of these Rules.

"Full member of Central Coast Leagues Club Limited" means a person who is an ordinary member, special member, junior member or a life member of the CCLC.

"ABF" means the Australian Bridge Federation.

"NSWBA" means the New South Wales Bridge Association.

"Home Club member" means an active member who pays ABF and NSWBA affiliation fees through the Bridge Club.

### **3. STATUS:**

The Bridge Club is established as and shall function as a section of the CCLC.

### **4. OBJECTS:**

The objects of the Bridge Club are to promote the game of and the organisation and playing of bridge and the provision of facilities therefore.

### **5. AFFILIATION:**

The Bridge Club shall affiliate with and shall abide by the Rules and By-laws of the ABF, the NSWBA or such other associations or bodies as the Committee from time to time determines provided that the Board of CCLC first approves such affiliation and such Rules and By-laws are not inconsistent with the Articles of CCLC or its laws.

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

### **6. MEMBERSHIP:**

#### **(a) Class of Membership:**

The classes of membership of the Bridge Club shall be:

Active member  
Associate member  
Junior member  
Life Member  
Patron

(b) All persons who at the date of the Resolution of the Bridge Club adopting these rules are recorded in the register of members of the Bridge Club as being members of the Bridge Club and who are also members of CCLC shall as and from the Resolution be deemed to be members of the Bridge Club pursuant to these rules.

(c) All persons other than those referred to in 6(b) above who wish to apply for membership of the Bridge Club must complete an application for membership in accordance with these rules and submit it together with payment of the first annual subscription to the Secretary of the Bridge Club.

#### **(d) Eligibility for Membership:**

##### **(i) Active Members**

Only a person who

- (a) is an ordinary member, special member or life member of CCLC
- (b) is, or wishes to become, an active member of the ABF
- (c) wishes to become a 'Home Club' member

shall be eligible for admission to the Bridge Club as an active member.

##### **(ii) Associate Members**

Only a person who

- (a) is an ordinary member, special member or life member of CCLC
- (b) is an active member of the ABF
- (c) does not wish to become a 'Home Club' member

shall be eligible for admission to the Bridge Club as an associate member.

##### **(iii) Junior Member**

Only a person who has attained the age of fourteen years and who is a junior member of CCLC shall be eligible for admission to the Bridge Club as a junior member provided that he/she is a bridge player with an ABF number.

#### **(e) Election to Active Membership and to Associate Membership**

(i) An applicant for membership must be proposed by one Active or Associate member and seconded by another Active or Associate member to whom the applicant must be personally known. The applicant and the proposer and seconder must sign and complete the form of application for membership approved from time to time by the Committee. At least fourteen (14) days

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

before the meeting of the Committee at which the application is to be considered the Secretary shall affix to the Club's Notice Board the name of the applicant and the name of his/her proposer.

- (ii) The Secretary shall advise applicants for membership when they have been elected to membership.

### **(f) Election to Junior membership:**

- (i) An applicant for Junior membership must be proposed by one Active or Associate member and seconded by another Active or Associate member to whom the applicant must be personally known. The applicant and the proposer and seconder must sign and complete the form of application for membership approved from time to time by the Committee. At least fourteen (14) days before the meeting of the Committee at which the application is to be considered the Secretary shall affix to the Club's Notice Board the name of the applicant and the name of his/her proposer.

- (ii) The applicant for membership must lodge with the application:

An original full Registrar's Birth Certificate or original extract thereof.  
A completed form of Application for Junior membership to CCLC.  
The subscription for Junior membership to the Bridge Club and the subscription for junior membership to CCLC.

- (iii) On approval of the Application for Junior Membership by the Committee, the Committee shall lodge the Application for Junior membership of CCLC with CCLC. On approval by CCLC of the Application for Junior membership of CCLC, the applicant shall become a Junior member of the Club.

- (iv) The Secretary shall advise applicants for Junior membership when they have been elected to Junior membership.

### **(g) Election to Life Membership**

Life Members shall consist of members who shall be voted Life Members by a resolution of the Central Coast Leagues Club Bridge Club in a General Meeting, following a recommendation of the Central Coast Leagues Club Bridge Club Committee. Life Members shall enjoy the rights of, and be subject to all the obligations of the members, except that they shall be exempted from all annual bridge subscription fees. Any member proposed for the Life Membership must meet the requirement of the Central Coast Leagues Club Ltd., such that they have served a minimum of ten years as an elected member of the Central Coast Leagues Club Bridge Club Committee.

### **(h) Appointment of Club Patron**

The Patron of the Central Coast Leagues Club Bridge Club shall be a club member who, following a recommendation of the Central Coast Leagues Club Bridge Committee is appointed to the position by a resolution of the Central Coast Leagues Club Bridge Club at a General Meeting. A Patron shall enjoy the

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

rights of, and be subject to, the obligations of members except that they be exempted from all annual bridge subscription fees.

The Patron shall be a member who has contributed significantly to the ongoing development of, and the ongoing management of, and promotion of bridge on the Central Coast and/or within Australia.

The Patron shall undertake duties as prescribed by the Central Coast Leagues Club Bridge Club Committee.

### **(i) Rights of Members:**

#### **(i) Active Members**

These members shall be entitled to attend and vote at all General Meetings of the Bridge Club and use the Bridge Club and other facilities of the Bridge Club and to hold office on the Committee.

#### **(ii) Associate Members**

These members shall be entitled to attend and vote at all General Meetings of the Bridge Club and use the Bridge Club and other facilities of the Bridge Club and to hold office on the Committee.

#### **(iii) Junior Members**

Subject to clause 6(h) hereof these members shall be entitled to use facilities of the Club but shall not be eligible to hold office, participate or vote at the meetings of the Club, nominate persons for membership or introduce visitors to the Club nor shall they have any part in the management of the Club.

Junior members shall comply with such rules in respect of their being on the premises of CCLC as the Board of the CCLC shall determine from time to time, shall comply with the Registered Clubs Act, 1976 and shall not be served with or consume alcohol in the Club.

The number of Junior members of the Club shall not exceed ten percent (10%) of the total membership of the Club.

### **(j) Additional Provisions Regarding Junior Members:**

(i) If a Junior member of the Club ceases to be a Junior member of the CCLC his Junior membership of the Club shall forthwith lapse.

(ii) If the membership of a Junior member of the CCLC is suspended then that member's membership of this Club is suspended for the same period.

(iii) The membership of all Junior members of this Club is conditional upon this Club having in place arrangement for supervision of Junior members whilst on the premises of CCLC, which are acceptable to CCLC. Such arrangements for supervision will be reviewed from time to time by CCLC and if determined by CCLC to be inadequate, CCLC may terminate all Junior membership of the Club.

## **7. SUBSCRIPTIONS:**

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

- (a) Until otherwise determined by the Committee the annual subscription for the various classes of membership of the CCLC Bridge Club shall be determined each year.
- (b) No member shall be entitled to attend or to vote at any General Meeting of the Bridge Club or to be nominated for any position on the Committee if at the expiration of thirty (30) days from the due date his/her subscription remains unpaid or if any other money owed by him/her to the Club remains unpaid at the expiration of thirty (30) days from the date he/she was requested to pay the money, or in respect of any Annual General Meeting any subscription or other money is due and unpaid at the notified time for commencement of the meeting.
- (c) The annual subscription is in addition to the annual subscription payable by members of the Bridge Club to CCLC.
- (d) A person applying for membership of the Bridge Club shall pay any joining fee and the appropriate subscription fee at the time of making application.
- (e) If the annual subscription of any member shall not be paid within a period of thirty (30) days from the date which it shall fall due such member thereupon cease to be a member of the Bridge Club and shall be removed from the register of members of the Bridge Club.
- (f) The financial year of the Bridge Club shall coincide with the financial year of CCLC.
- (g) The membership year of the Bridge Club shall end on the last day of December and the due date for payment of subscription fees shall be the last day of January.

### **8. MANAGEMENT:**

#### **(a) Committee:**

- (i) The Management of the Bridge Club shall be in the hands of the Committee which shall consist of a President, Vice President, Honorary Secretary, Treasurer and five Committee members all of whom will be elected at the Annual General Meeting and will hold office until the conclusion of the Annual General Meeting following their election.
- (ii) The first members of the Committee shall be those named in the Schedule to this Rule and subject to these Rules such members shall hold office until the conclusion of the first Annual General Meeting of members of the Club after the date of adoption of these Rules by the CCLC provided that they shall then be eligible for re-election.
- (iii) In the exercise of its functions the Committee shall be subject in all respects to the control and direction of the Board of CCLC.

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

- (iv) The quorum for a Committee meeting shall be five (5) members personally present. If no quorum is present within thirty (30) minutes from the due time the meeting shall lapse.
- (v) If any member of the Committee is absent without leave from three consecutive meetings of the Committee he/she shall be deemed to have vacated his/her office.

### **(b) Casual Vacancies:**

The Committee shall have the power to fill any vacancy in any position on the Committee at a Committee Meeting following such vacancy by appointment of a qualified member. The member so appointed shall hold office until the next Annual General Meeting of the Club when he/she shall resign but shall be eligible for re-election.

### **(c) Sub-Committee:**

The Committee may appoint from its members and/or members of the Bridge Club such sub-committees as it may from time to time determine.

## **9. QUALIFICATIONS FOR AND PROCEDURE FOR ELECTION TO THE COMMITTEE:**

- (a) Only Active or Associate members shall be eligible for election to the Committee.
- (b) Members of the Committee shall be elected at the Annual General Meeting of the Club and shall, subject to these Rules, hold office until the conclusion of the Annual General Meeting following their election, but they shall be eligible for re-election at such Annual General Meeting.
- (c) Nominations for candidates for election to the Committee shall be made by two (2) Active or Associate members and will be received up to the commencing time of the Annual General Meeting at which the election is to be held. The consent of the nominee must be given.
- (d) If there are the same number of nominations as there are positions to be filled the nominees shall be declared elected.
- (e) If there are insufficient nominees to fill the positions vacant, nominations may be made of and with the consent of any qualified member from the floor of the meeting.
- (f) If there are more nominations than there are positions to be filled, a ballot shall be held in such a manner as the Committee shall from time to time determine provided that the procedure adopted has the approval of the Board of CCLC Limited.

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

### **10. DUTIES OF CERTAIN OFFICE BEARERS:**

#### **(a) President**

The President shall act as Chairperson at all meetings of the Club and of the Committee. He/she shall also be ex officio member of all sub-committees. He/she will also present a report to the Annual General Meeting of the Club concerning its activities during the year. He/she will generally represent the Club with the Board of CCLC Limited and with the public (including other clubs and associations).

#### **(b) Vice President**

In the absence of the President the Vice President shall perform the duties of the President.

#### **(c) Secretary**

The Secretary shall attend all meetings of the Club and the Committee and keep full and correct minutes of all proceedings of same in the book maintained for that purpose. Subject to the directions of the Committee he/she shall receive and reply to correspondence in relation to the Club and its Officers.

#### **(d) Treasurer**

The Treasurer shall be responsible for the receipt of monies payable to the Bridge Club and shall promptly deposit such monies to the credit of the Bridge Club in a bank account approved by CCLC. The Treasurer shall prepare for each meeting of the Club a statement of its financial position and shall pay all accounts after they have been passed for payment by the Club. The Treasurer shall also keep a correct account and record of monies received and disbursed and shall prepare and submit a financial statement and accountant's review to the Annual General Meeting of the Club and also such other statements and accounts as may from time to time be required by CCLC. Books of account shall be kept in accordance with the direction from CCLC.

### **11. BY-LAWS:**

The Committee may from time to time make By-laws concerning:

- (a) The participation of various classes of members of, and visitors to, the Bridge Club in events and use of the Facilities of the Club.
- (b) The general control and regulation of the conditions of play and how these are to be observed.
- (c) The existing Bridge Club Tournament Regulations.

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

### **12. USE OF CLUB PROPERTY BY NON-MEMBERS OF THE CLUB:**

Persons who are not members of the Bridge Club but who are either visitors to or Honorary or Temporary members of CCLC shall be entitled to use the Club to play bridge at such times in accordance with the Registered Club's Act and on such conditions and on payment of such fees (if any) as the Committee may determine, with approval of the Board of CCLC Limited.

Visitors to the Club shall be entitled to participate in the Club's activities but will not be eligible for prizes in Club Championship events.

### **13. MEETINGS:**

#### **(a) General Meetings**

An Annual General Meeting of the Bridge Club shall be held within five (5) calendar months after the end of each financial year.

At the Annual General Meeting of the Bridge Club:

- (i) A report of the President and the Committee for the previous year shall be received.
- (ii) The Treasurer's statement of account and accountant's review shall be received.
- (iii) Members of the General Committee for the ensuing year shall be elected.
- (iv) Any other business properly brought before the meeting shall be considered.

#### **(b) Special General Meetings:**

- (i) The Committee may by Ordinary Resolution convene a General Meeting of the Bridge Club at any time.
- (ii) The Committee shall convene a Special General Meeting of the Bridge Club upon receipt of a requisition of at least fifteen (15) Active or Associate members of the Bridge Club.

The requisition shall state the objects of the meeting and shall be signed by the requisitioning members and shall be delivered to the Secretary of the Bridge Club.

The Committee shall within seven (7) days of the receipt by the Secretary of the requisition proceed to convene a Special General Meeting of the Bridge Club to be held not less than fourteen (14) days nor more than twenty-eight (28) days from the date of receipt of the requisition by the Secretary.

#### **(c) Quorum for General Meeting/Special General Meeting/Annual General Meeting:**

A quorum for any General Meeting of the Bridge Club shall be not less than twenty (20) Active or Associate members personally present. If a quorum is not present within thirty (30) minutes from the time appointed for the Annual General Meeting, the meeting will stand adjourned to the same time and place on the same day of the ensuing week. In the case of a Special General Meeting if a quorum is not present within a period of thirty (30) minutes from the time appointed the meeting shall be dissolved.

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

### **14. PROCEDURE AT GENERAL AND COMMITTEE MEETINGS:**

- (a) Except as otherwise provided in these Rules the procedure of General Meetings of the Committees shall be as determined by the Committee from time to time subject to the approval of the Board of CCLC. Minutes of all Committee and General Meetings shall be forwarded to the CCLC together with full financial statements.
- (b) At all meetings of the Club normal meeting procedures shall be adopted and the order of business shall be determined by the Chairperson. At each meeting of the Club the President shall be the Chairperson and in his/her absence the senior office bearer (Vice President, Secretary or Treasurer). In the event of no office bearers being present the chairperson will be elected from the members present.
- (c) The chairperson shall have the right to vote on any question and where voting is equal he/she shall have, in addition to his ordinary vote, a casting vote, which he/she must exercise.
- (d) At all meetings of the Club the mode of voting shall be by show of hands, or if demanded by four members, either by division or ballot. In all elections each Active and Associate member shall have one vote. No motion shall be discussed until it is seconded, and when seconded, it shall not be withdrawn without the consent of the mover and seconder. When a motion shall have been moved and seconded any member shall be at liberty to move an amendment thereto which shall not be discussed until it is seconded. No amendment shall be taken into consideration until the previous amendment shall have been disposed of.
- (e) If an amendment be carried, the motion, as thereby amended, shall become the motion before the meeting whereupon any other amendment upon it may be moved.

### **15. NOTICE OF MEETINGS:**

- (a) At least twenty-one (21) days notice of any General Meeting including the Annual General Meeting and of any Special Meeting and the business to be considered at such meeting shall be given to members entitled to vote at such Meeting.
- (b) Notice may be given:
  - (i) by notice in writing to the last recorded address for such member,
  - (ii) by affixing to the Club's notice board; or
  - (iii) in any other manner as the Board of CCLC may from time to time approve.

### **16. RESIGNATIONS:**

- (a) A member may at any time resign from membership of the Bridge Club by giving notice in writing to the Secretary.

## **RULES OF THE CENTRAL COAST LEAGUES CLUB BRIDGE CLUB**

- (b) If a member shall cease to be a member of CCLC he/she shall as from the date of such cessation be deemed to have resigned from the Bridge Club and his/her name shall forthwith be removed from the list of members.

### **17. DISCIPLINE:**

The Committee shall have power to suspend or exclude from membership of the Bridge Club any member who is guilty of any breach of these Rules, any misconduct or action contrary to any By-laws made under these Rules provided that no such action shall be taken unless the member concerned shall have received no less than seven (7) days notice of the meeting at which his/her conduct is in question and shall have the opportunity of providing either personally or in writing an explanation or defence thereto.

The General Committee shall provide a report to the Board of CCLC of the circumstances relating to any disciplinary action taken by the Committee under the provisions of this Rule and if necessary shall include a recommendation as to such action (if any) as the Committee thinks proper to be taken by the Board of CCLC.

The Board of CCLC has the right to review and override any determination of the Committee of the Bridge Club.

### **18. ALTERATION OF THE RULES:**

- (a) These Rules may be altered or amended by a Notice of Motion passed by a three-fourths majority vote of the members of the Bridge Club entitled to vote and present and voting at the Annual General Meeting or a General Meeting convened for that purpose.
- (b) No alteration or amendments to these Rules shall be submitted to a General Meeting of the Bridge Club pursuant to this Rule unless it has been approved by the Board of CCLC before being so submitted.