

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

PLEASE NOTE

These By-Laws do not include all SLSA or SLSQ Policies, rules or regulations, as these are available in Association Manuals and other published forms (both hard copy and on SLSA and SLSQ web-sites)

Such Policies, Rules and Regulations are created and reviewed and amended from time to time and the Club accepts such changes Policies, Rules and Regulations as By-Laws of the Club.

New or revised Policies, Rules and Regulations are communicated by Bulletin or Circular and as stated earlier are available on SLSA or SLSQ web-sites.

PROPOSED UPDATES INDICATED IN RED
7TH AUGUST 2009

PART 2

THE BY-LAWS

SECTION 1

The Constituents

BY-LAW 1.1 - EXECUTIVE OFFICERS

The following Executive Officers shall be elected at the Annual General Meeting as provided for in Constitution Clause C/1: President, Deputy President, Secretary, Treasurer, Captain, Director Surf Sports and Junior Activities Officer, provided that the nomination for Junior Activities Officer shall be subject to endorsement by the Junior Activities Committee, refer to Appendix "F" 1.3(b).

BY-LAW 1.2 - OTHER OFFICERS

- a) All or any of the following officers, may be elected at the Annual General Meeting and may attend Management Committee Meetings without voting rights; viz.: Patron, Vice Partons, Chief Training Officer, Surf Boat Officer, IRB Officer, Board & Ski Officer, Gear & Equipment Officer, First Aid Officer, Registrar, Communications Officer, Cadet Officer, Team Manager, Beach Officer, Official Liaison Officer
- b) Officers, as assistants may also be elected and eligible to attend Management Committee meetings without voting rights viz.: Asst. Secretary, Asst. Treasurer, Vice Captain, Surf Boat Vice Captain, Asst. First Aid Officer, Asst. Chief Training Officer, Asst. Gear & Equipment Officer (These members so elected may act as proxies in the absence of the officer for whom they act as assistants.)
- c) The Club shall appoint (by invitation) at its Annual General Meeting the Club Auditor and Club Solicitor.
- d) A Grievance Officer may be appointed by the Management Committee and shall operate under the provisions and guidelines as provided for in the State Constitution (By-Law 4.3 (f) clauses (v) to (x)

BY-LAW 1.3 - LIFE GOVERNOR/S

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- a) Life Governor Status may be granted to a Life member who has contributed to the Club with extraordinary service over and above that of Life Membership.
- b) Life Governor appointments are for the term of the recipients life and are not transferable.
- c) New Life Governors can only be appointed upon the passing of an existing Life Governor.
- d) In all other respects, Life Governors have the same rights and privileges as Life Members.

BY -LAW 1.4 - LIFE MEMBERS

- a) Life Members of the Club shall be entitled to attend Council Meetings and hold Office if elected.
- b) Entitled to full voting rights, full usage of Club facilities and privileges.
- c) Guidelines of time frames of distinguished / special service are:
 - i. Active member (8 years) Patrol duties, competition, further lifesaving training, patrol captain.
 - ii. Active Reserve (10 years) as above plus administrative duties, nipper involvement and competition office.
 - iii. Long service (15 years) as above plus committee activity.
 - iv. Award, Associate, Honorary membership may be considered.
 - v. Other areas that maybe considered are:
 - a. Patrols as per their relevant award. eg. Radio, First Aid, ARC, IRB
 - b. Involvement with Nippers. eg. Coaching, managing, JAC
 - c. Involvement with carnivals. eg. Official, water safety
 - d. Involvement in fundraising
 - e. Committee involvement eg. Executive, JAC, Judiciary, Supporters Club
 - f. Surf Sports, managing, coaching, gear maintenance
- Note:-It is desirable the nominee complete a minimum of 20 years service.
- d) Entitled to nominate for membership to the **Review** Committee (By-Law 6.4)

BY-LAW 1.5 – MEMBERS

- a) Membership may be granted to any applicant in any category, subject to the Constitution and By-Laws of the Club and the Association and having completed the prescribed Association Form and submitted the required fee.
- b) Membership shall be limited by category qualifications as provided for in Constitution Clause B/1.1 and/or the adequacy of Clubhouse facilities to cope with the existing situation.

BY-LAW 1.6 – HONORARY MEMBERS

- a) Honorary membership shall be determined annually
- b) Honorary Members may be nominated by the Management Committee or at the A.G.M. by voting members.
- c) Honorary Members shall be elected at a General Meeting of the Club Council provided that Life Members partners shall automatically be granted annual Honorary Membership of the Club.

BY-LAW 1.7 – BRANCH COUNCILLOR

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

The Club President shall be the Branch Councillor and a member of the Branch Council and Executive and an Alternate shall be appointed from the Executive Officers of the Club to act as proxy should the need arise.

BY-LAW 1.8 -AUXILIARY ORGANISATIONS

Auxiliary Organisations may be formed as Authorised in Constitution Clause A/2.2 provided that the Constitution and activities of such organisations are subject to the approval of the Club and further provided that delegate representation to and from such organisation shall be as determined by the Club from time to time.

SECTION 2

Conditions Pertaining to Officers and Members

BY-LAW 2.1 – RESTRICTION

Membership of the Club shall be available to males and females provided that Active Membership Category shall be limited to holders of the Bronze Medallion, and subject to an annual proficiency test, and all members shall apply for membership (annually) on the prescribed Association Application for Membership Form.

Note:- Other restrictions as provided for in Constitution Clause B/2.

BY-LAW 2.2 – OFFICERS

- a) Officers of the Club shall be elected from the members of the Club.
- b) Chief Training Officer shall hold a current Training Officer's Certificate.
- c) Only current proficient Surf Bronze Medallion awardees shall be eligible for election to the following positions; Club Captain, Chief Training Officer, Surf Boat Officer, Board & Ski Officer, IRB Officer and deputies to these positions
- d) Officers are required to abide by Government Legislation in relation to their roles and responsibilities including
 - i) Disclosure of interests
 - ii) Principal statutory and common law duties
 - iii) The needs of the Club
 - iv) Declare any conflict of interest and if one such exists, abstain from voting on that issue.

BY-LAW 2.3 - PATRON / VICE-PATRONS

- a) A Patron shall be elected at the Annual General Meeting and shall be a person of significant public standing.
- b) Vice- Patrons may be proposed by any member of the Club and no limit shall exist. Such proposals shall be endorsed or rejected at the Annual General Meeting.

BY-LAW 2.4 - DUTIES AND PRIVILEGES OF MEMBERSHIP

- a) All financial members shall have access to Club facilities as determined by the Management Committee.
- b) All financial Active, Long Service, Active Reserve, Award Members (subject to Constitution clause **B-3/7 (b)**), Life Members, Life Governors and Officers shall have the

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- right to attend and vote at the Annual General Meeting of the Club, General Meetings and Special General Meetings of the Council. Award Members may be given voting rights as approved by the Club. All other members may attend such meetings but have no voting rights.
- c) All Active and Cadet members may apply in writing for leave of absence from their duties, stating the reasons and time for such leave.
 - d) All members shall abide by the Constitution, By-Laws and Rules of the Club and the Association.

BY-LAW 2.5 - RENEWAL OF MEMBERSHIP

- a) Members shall apply annually for renewal of membership by submission of the prescribed Association Form and payment of the prescribed fee.
- b) Should the application for renewal of membership be refused the member shall have the right of appeal, in writing through the Secretary.
- c) For a member to be eligible to vote at the Annual General Meeting he shall be required to have paid his fees and had his membership application accepted prior to the date of the Meeting.
- d) Any member who fails to renew his subscription by the required date shall lose all rights and privileges in the Club and shall cease to be a member. In these circumstances application for membership re-acceptance is permitted, provided the prescribed form is submitted, accompanied by the current fees, and further provided that the relevant Committee shall have the sole right to grant or refuse such application and apply a re-joining fee.
- e) Any members wishing to change to another category of membership will be required to apply in writing to the Management by the 30th of September. Any member who has acquired the years of service which entitles them to change categories will finish the season within their current membership category.

BY-LAW 2.6 - LIFE MEMBERS ANNUAL FUNCTION

- a) The Club, through the Administrator, shall organise and subsidise an Annual Function for and on behalf of the Life Members **and partners at which past members and partners shall be invited to attend. Relative costs shall be determined by the Review Committee.**
- b) The Agenda of such function shall include:
 - (i) A luncheon, dinner or supper,
 - (ii) A Presidents overview of the Clubs operations, budgets, financial situation and future proposals,
 - (iii) Question time,
 - (iv) Nominations for Club elections as requested by the Administrator for the ensuing A.G.M. **on the nomination form provided**And may include
 - (v) Guest speakers,
 - (vi) Entertainment
 - (vii) Nominations for other Club elections,
 - (viii) Date of next function.

By-Law 2.7 – TRANSFERRING MEMBERS

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

Any applicant transferring from another club shall have their membership dealt with by the Management but will be required to initially undertake 2 season of Club duties (as defined by the Management Committee) before applying for a different category of membership, irrespective of the level of membership they held with their previous club. Such change will require proof of their previous years of membership and is at the discretion of the Management Committee. Life Members of another club can apply initially for Long Service.

SECTION 3

Meetings

(For debate, motion and voting procedures refer Appendix "B")

BY-LAW 3.1 - ANNUAL GENERAL MEETING

- a) The Annual General Meeting of the Club shall be held prior to the Annual General Meeting of the Branch on a date determined by the Management Committee. The purpose of such a meeting shall be the presentation and adoption of the Annual Report and Financial Statement, the Election of Officers for the ensuing year, to deal with Notices of Motion correctly moved and to transact general business.
- b) Written notice of the meeting shall be forwarded to each member at **by the nominated date which shall provide sufficient time prior to the Annual General Meeting for an interview, if necessary and promulgation to the members** and the posting of such notice shall be deemed as notice as required by Constitution Clause E/2.6.
- c) All Members may attend and participate as determined by the Chairman but Voting rights are as provided for in Constitution clause E/3.

The order of business shall be:-

- Recording of attendance and apologies
- Confirmation of the previous Annual General Meeting Minutes
- Presentation and adoption of the Annual Report and Financial Statements
- Election of Officers
- Endorsement of club nominations to the committee of the Supporters Club
- Endorsement of Branch Councillor (Club President)
- Endorse Junior Activities Committee
- **Elect** Judiciary Panel, **Review Committee** or any other Committees
- Election of Life Members (if any)
- Club Championships (events and date)
- Notice of Motion
- General Business

BY-LAW 3.2 - GENERAL MEETINGS

General Meetings of the Club or Council are to be held as required for the benefit of the Club and the members as required by Constitution Clauses E/2/3/4/5. The meeting shall follow the Management Committee meeting format provided that all members may attend, and may ask questions and expect competent answers.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

BY-LAW 3.3 - SPECIAL GENERAL MEETINGS

- a) Special General Meetings of the Club or Council shall be called as directed in constitution Clause E/2.6 and E/2.7 to deal with Special Business only as detailed in the Notice of the Meeting.
- b) Such meeting shall be held within 21 days of receipt of such request or directive and at least 9 clear days notice on the Club notice board shall be given stating the business to be discussed. Quorum and time limit for such a meeting shall be as detailed in Constitution Clauses E/2/3/4/5.

BY-LAW 3.4 - MANAGEMENT / EXECUTIVE COMMITTEE MEETINGS

- a) The Management Committee shall comprise those Officers and members as listed in constitution clause B/10.2.
- b) The Committee shall meet at least once in every calendar two months and the Meeting dates shall be determined at the first Meeting of the Committee and placed on the notice board at least 9 days prior to each meeting.
- c) Should any member of the Committee absent himself without satisfactory reason for two (2) consecutive meetings, his office shall be declared vacant and the position filled in accordance with Constitution Clause C/1. Any appeal by the member against the Committees decision shall be in accordance with Constitution Clause C/1.7.

The order of Business shall be:-

- Apologies
- Confirmation of Previous Minutes
- Business arising out of Minutes
- Correspondence
- Finance
- Membership
- Delegates' Sub-Committee's and other Reports
- Notices of Motion
- General Business

BY-LAW 3.5 - OTHER COMMITTEE MEETINGS

Other Committees shall meet and operate in the area for which they are specifically created at times and places as required or as decided by the Committee Chairman.

SECTION 4

Duties of Officers and Others

BY-LAW 4.1 - THE PRESIDENT shall –

- a) be the nominal head of the Club and shall be a member ex-officio of all Committees;
- b) be chairperson of the Club Council and Management Committee meetings;
- c) preside at all meetings of the Club and shall exercise his authority by generally supervising the affairs of the Club in conjunction with the Management Committee;

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- d) when presiding at a meeting, have a deliberative and a casting vote;
- e) have unlimited authority on every question of order, only to what is equitable and just in the circumstances;
- f) be the Club representative on the Branch.
- g) Publicity Officer of the Club

BY-LAW 4.2 - THE DEPUTY PRESIDENT shall –

- a) The Deputy President shall assist the President and shall deputise for him in his absence, and shall carry out special assignments as directed by the President or the Management Committee.
- b) Act as an alternate Branch Councillor as required, and attend Management Committee meetings whenever possible.

BY-LAW 4.3 - THE CAPTAIN shall -

- a) be an Active member and be responsible for the conduct and discipline of all Active Members in all Club matters, and the general education of Members in Surf Life Saving;
- b) arrange patrols and conferences with Patrol Captains during the season to discuss suggestions and observations made by him or them regarding the general efficiency of the Club in Surf Life Saving, refer to Appendix "C";
- c) have the power to refuse the use of Club gear or property to any person;
- d) call upon any members to perform such duties as he deems necessary in the interests of the Club;
- e) ex-officio, be a member of Sub-Committees associated with his duties.

BY-LAW 4.4 - THE SECRETARY shall –

- a) keep a register of all Members and an up-to-date record of their addresses, and shall file all Application Forms whether or not the nominees have been accepted;
- b) forward notices of all meetings and the business to be transacted thereat to Members;
- c) record and keep Minutes of all Annual General, General, Special General and Management Committee Meetings;
- d) conduct the correspondence of the Club and be responsible for the custody of all documents and instruments of Incorporation belonging to the Club and for the disposition thereof;
- e) be responsible for the drafting of the Annual report to be submitted to the Management Committee for approval before printing and circulation to all Members at least seven (7) days prior to the Annual General Meeting;
- f) carry out all duties arising from decisions of Annual, Special, General and/or Committee Meetings

BY-LAW 4.5 - THE TREASURER shall –

- a) be chairperson of the Finance & Property Committee;
- b) Receive all monies on behalf of the Club and shall issue receipts for same, and shall be responsible to the Management Committee for such monies. All monies received on behalf of the Club shall be banked within four (4) days of receipt thereof and all payments shall be made by cheque, or by electronic banking.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- c) keep the necessary books and a minimum number of accounts as required within the State of Queensland, as required by the relevant Government Legislation as administered by the relevant Government Department, viz., a receipt book to acknowledge collections, a cheque book issued by the Club's bankers for the purposes of payments, and a Ledger to record endowable and non-endowable collections, and expenditure by cheque. Details of cheque payments are to be recorded by him and duly presented to a meeting as set out in Constitution clause D/2.6. He shall submit to the Secretary for on forwarding to the relevant Government Department an annual statement of endowable collections on the form provided by SLSQ, for the purpose of assessing Government Subsidy, and shall forward a copy of same to SLSQ;
- d) at each Management Committee Meeting, present a report relating to the Club's finances, showing details of receipts and expenditure since the presentation of the previous report and shall produce the Bank statement showing the balance as the debit or credit of the Club's finances, together with Reconciliation Statement.

BY-LAW 4.6 - THE DIRECTOR OF SURF SPORTS shall –

- a) be an Active member and chairperson of the Selection Committee;
- b) arrange entries for carnivals and competitions in conjunction with the Selection Committee, and lodge them with the Secretary;
- c) in conjunction with relevant club officers arrange training schedules for club competitions;
- d) be responsible for recommendations to the Management Committee in relation to purchase of competition equipment;
- e) submit budgets to the Management Committee on proposed expenditure in relation to Surf Sports;
- f) in conjunction with Team Managers oversee all competition and carnival activity of club members.

BY-LAW 4.7 - THE JUNIOR ACTIVITIES OFFICER shall –

- a) be chairperson of the Junior Activities Committee;
- b) be responsible for the conduct and co-ordination of all matters relating to Junior Activities, refer to Appendix "F";
- c) in conjunction with the Club Captain and Chief Training Officer provide for Junior Members, an education experience in a wide range of subjects and skills within the aquatic/marine environment;
- d) prepare junior members (Nippers) for their eventual transition to the marine and patrol environment of Surf Life Saving;
- e) participate in all such activities;
- f) be a member of the Club Management Committee;

BY-LAW 4.8 - THE CHIEF TRAINING OFFICER shall –

- a) shall be an Active member and arrange classes of Instruction and prepare all Probationary Members for award examinations;
- b) arrange a drill roster and deputise other qualified and trainee-Training Officers to assist in the preparation of such Probationary Members;
- c) arrange for the training and preparation of all Members for inter and intra Club competition as per the Competition Manual;

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- d) maintain an up-to-date knowledge of the latest methods of Surf Life Saving and the Training Manuals and impart such knowledge to all qualified Club Training Officers.
- e) Shall hold a current Training Officers Certificate

BY-LAW 4.9 - THE SURF BOAT OFFICER shall –

- a) be an Active Member and be responsible for the care, maintenance and housing of the surf boat(s) and all gear appertaining thereto, refer to Appendix E/2;
- b) at all times be subject to the direction of the Club Captain;
- c) be responsible for the training and supervision of all surf boat crews in consultation with the Captain.

BY-LAW 4.10 THE IRB OFFICER shall -

- a) be an Active Member and a qualified IRB Driver;
- b) at all times be subject to the direction of the Club Captain;
- c) be responsible for the care, maintenance and housing of Club IRB refer to Appendix E/3;
- d) be responsible for the training, rostering and supervision of all IRB Drivers and Crew in consultation with the Club Captain.

BY-LAW 4.11 THE BOARD & SKI OFFICER shall –

- a) be an Active member and be responsible for all the Club's boards & skis and its orderly housing;
- b) at all times be subject to the direction of the Club Captain;
- c) be responsible for the housing of boards & skis belonging to members, refer to Appendix E/1;
- d) in consultation with the Captain permit or prohibit the use of any Club craft or Association gear;
- e) assist in the selection and the supervision of the training of individuals and or teams board & ski competitors;
- f) in consultation with the Boat Officer be responsible for the transport to and from carnivals of Club boards & skis;
- g) maintain Club boards & skis in a serviceable condition.

BY-LAW 4.12- THE COMMUNICATIONS / RADIO OFFICER shall –

- a) be a qualified Radio Officer;
- b) at all times be subject to the direction of the Club Captain;
- c) be responsible for the care, maintenance and availability of serviceable radio equipment;
- d) be responsible for training and rostering of members and the radio communications requirements of the Club.

BY-LAW 4.13- THE GEAR & EQUIPMENT OFFICER shall –

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- a) be responsible for all the lifesaving gear belonging to the Club(with the exception of boards & skis, surf boat or its gear) , refer to Appendix E;
- b) keep all such gear in good repair and condition, and report to the Club Captain any damage which he is unable to repair. Any expense shall require the approval of the Management Committee;
- c) at the request of the Captain, prepare gear, other than Boats and Craft, required for carnivals and competitions of all kinds and be responsible for its transport to and from such carnival or competitions;
- d) or the purpose of implementation of such duties and with the approval of the Captain, have power to call on the services of any member.

BY-LAW 4.14- THE FIRST AID OFFICER shall –

- a) possess a current First Aid Award;
- b) maintain adequate stocks of approved first aid material and equipment provided that he must first obtain the approval of the Committee for the purchase of materials;
- c) maintain the first aid room in a clean and orderly condition and for the purpose, may, with the approval of the Captain, call on the services of any member;
- d) organise and arrange instruction for First Aid Awards in conjunction with the Association;
- e) keep a record of names and addresses of patients treated for major first aid and also a record of the number of patients treated for minor first aid;
- f) arrange for the distribution of marine stinger educational material for the guidance of club members;
- g) be responsible for the provision of relative club reports to the Branch or SLSQ.

BY-LAW 4.15 - THE TEAM MANAGER shall –

- a) prepare and present to the Management Committee **via the Director of Surf Sports** a budget covering all financial matters associated with Club Teams;
- b) be responsible for any outfitting and funding in excess of provision made by the Club Management Committee;
- c) submit progress reports regularly to the Management Committee;
- d) be responsible for the assembly (after selection), transport, accommodation and general behaviour of the team;
- e) in the case of large financial commitment submit a statement with receipts and invoices within thirty (30) days after the completion of the events;
- f) assist with any displays or demonstrations required, where the Club is involved ;
- g) himself or his appointed proxy attend all official briefings at events where the Club is represented.

BY LAW 4.16 - THE BEACH OFFICER shall –

- a) organise and assist in the supervision of the training of individuals and / or beach competitive teams
- b) in consultation with the Director of Surf Sports, assist with the selection of individuals and / or teams for beach competition.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

BY-LAW 4.17 - THE CADET OFFICER shall –

- a) be responsible for the supervision of and liaising with members making the transition from Junior Activities Membership and/or for those new members joining the Club under the Cadet Membership category;
- b) at all times be subject to the direction of the Club Management Committee;
- c) provide educational experiences in a wide range of subjects and skills for members within the cadet/junior ranks;
- d) in conjunction with the Club Secretary, Captain and Chief Training Officer, co-ordinate all matters pertaining to the responsibilities and obligations of youth membership;
- e) assist with the enhancement of membership recruitment and retention through the various age levels;
- f) pursue issues and activities of benefit to cadets/youth;
- g) foster recognition of the important role youth plays within the Club.

BY-LAW 4.18- OFFICIALS (COMPETITION) LIAISON OFFICER shall -

- a) Encourage club members to participate as Officials in competition activity and maintain records of such participation
- b) Organise education and accreditation of such members
- c) Ensure that SLSA requests to the Club in relation to Officials activity are effected including possession of a Qld. Government “Working with Children” Blue Card.
- d) Wherever possibly promote the wellbeing of accredited Competition Officials
- e) Maintain contact with the Branch official liaison Officer

BY-LAW 4.19- BRANCH COUNCILLOR (OR ALTERNATE) AND DELEGATES –

- a) The Branch Councillor shall be the Club President and shall:
 - (i) attend all Branch Council Meetings as the elected Club representative on that body.
 - (ii) act as liaison between the Branch and the Club and fully and regularly report to the Club in writing or in person on the Branch activities.
 - (iii) appoint the Deputy President or other Senior Club Member as an alternate (Proxy) as required.
- b) Delegates shall:
 - (i) either by proxy or themselves attend meetings of the organisation and be the Club representative.
 - (ii) act as a liaison between the Club and the organisation and report to the Club on the activities.
 - (iii) except where otherwise specifically directed by the Club, exercise personal discretion on matters of a general nature but shall have no authority to commit the Club to decisions of a major or policy nature without having the express authority of the Club.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

SECTION 5

Staff & Employees

BY-LAW 5.1 - STAFF APPOINTMENTS

The Management Committee, pursuant to Constitution Clause D/4 may appoint an Administrator and/or other paid employees for specific assignments.

BY-LAW 5.2 - THE ADMINISTRATOR

The Administrator is a paid officer position and subject to the provisions of the Constitution Clause 1/B/10.4(a) and to the directions from time to time of the Council and/or Management Committee, and shall:

- a) carry-out and implement all decisions of the Council Meetings and/or the Management Committee, and within the scope of such decisions use their best endeavours to further the policies of the Club and the advancement of Surf Life Saving;
- b) co-ordinate the activities of the Club Officers and assist wherever possible or as directed;
- c) attend meetings and act as Minute Secretary for all Council General or Special Meetings as well as the Management Committee Meetings;
- d) be responsible to the President on matters of day to day routine business;
- e) be available at all reasonable times for consultation with and assistance in matters which are within the jurisdiction of the Club to the Officers and members;
- f) maintain close contact with Branch and the State levels of the Association including regular visits provided that he shall inform the Committee of proposed visits;
- g) approach and develop Club donors and sponsors with the assistance of the Executive Officers, and oversee all fund raising activities as directed by the Management Committee;
- h) in all aspects of his/her activities observe and comply with existing procedures of the Club as regards correspondence and communications;
- i) prepare and issue notices and agendas for General Meetings of the Council and the Management Committee;
- j) attend to the preparation and presentation of the Annual Report, or any other prepared matter for Club distribution.
- k) In conjunction with the Treasurer attend to the bookkeeping requirements including the issuing of cheques and or electronic banking requirements.
- l) keep a register of all Members, and make any necessary notation thereon from time to time;
- m) keep a register of all examinations and inter and intra-club competition results, together with a register of all patrol activities, including rescues effected and patients treated for first-aid.
- n) **Line manage staff eg. Admin Assistant, Lifesaving Development Officer, Junior Development Officer and provide regular reports to the Committee.**

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

SECTION 6

COMMITTEES

BY-LAW 6.1 – GENERAL –

- a) Composition and membership shall be as prescribed in the respective By-Laws.
- b) Membership may be drawn from members of the Club.
- c) A member appointed to a Committee shall retain his appointment only whilst he retains his membership of the Club: provided that the Council may, at its discretion, remove any member from membership of a Committee.
- d) In the event of the absence of the Chairman from any meeting the meeting shall appoint one of its members to act during such absence.
- e) It shall be the duty of the Club Secretary to refer for consideration and recommendation all matters as properly relate to the jurisdiction of each Committee.
- f) In the event of any matter coming within the jurisdiction of two or more Committees, the President may direct such Committees to jointly consider and report and/or recommend to the Management Committee thereon.
- g) A quorum for a meeting of a Committee shall be a simple majority of the members thereof unless specified otherwise in these By-Laws.
- h) A Committee may, at its discretion, co-opt the services of any member of the Club or other person to assist in its deliberations, but such co-opted member or person shall have no voting rights, except as may be determined by the Committee.
- i) Reports and recommendations of the Committees shall be presented in writing to the Secretary or appointing body.

BY-LAW 6.2 - JUNIOR ACTIVITIES COMMITTEE –

- a) Comprise current financial members endorsed by Management Committee and interested in:-
 - (i)The conduct and co-ordination of all matters relating to Junior Activities members.(Nippers)
 - (ii)Providing for Junior Activity members an educational experience in a wide range of subject and skills within the aquatic/marine environment.
 - (iii)Preparing Junior Activity members for their eventual transition to the marine and patrol environment of the Senior movement.
 - (iv)Participating in such junior activities.
- b) Be represented on the Club Management Committee by the Junior Activities Officer
- c) Operate as provided for in Appendix “F”.

BY-LAW 6.3 - SELECTION COMMITTEE –

The Selection Committee shall consist of the Captain, Director Surf Sports and the Chief Training Officer, and shall select Patrol Captains and Patrol Vice Captains and teams for all patrol, intra and inter Club competitions and shall notify members of all selections by placing same on the Club Notice Board. Such selections shall be final and binding.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

BY-LAW 6.4 – REVIEW ~~AND QUALIFICATION~~ COMMITTEE -

~~The Review and Qualification Committee shall be comprised of the President and six (6) Life Members and shall be elected from nominations provided from the Life Members Annual function. This Committee shall be responsible for reviewing Club Budgets, Building proposals, and assessing qualifications of nominations for office or appointment as directed by the Management Committee.~~

Shall comprise of the President, (2) two Life Governors and 4 (four) Life Members elected at the Annual General Meeting.

Their responsibilities shall include

- Membership review
- Constitution updates
- Organise Life Members function
- When required submit recommendations on Club Policies
- Interview nominees for Official Officer positions to determine suitability.

BY-LAW 6.5 - MEMBERSHIP COMMITTEE -

The Membership Committee shall comprise any three members of the Management Committee, and shall review, and if necessary interview nominees for membership and shall submit their findings to the Management Committee. This Committee shall also have the power to investigate and penalise, if necessary, patrol defaulters and those accused of misdemeanours provided that such penalties may be the subject of an appeal.

BY-LAW 6.6 - JUDICIARY PANEL / COMMITTEE –

A panel of seven (7) members, including an appointed Chairman, shall be endorsed at the Annual General Meeting of the Club. The Judiciary Committee for each reference shall be appointed by the Management Committee and shall comprise a Chairman, a Secretary (who shall keep records of findings and decisions) and three members of the Panel. It shall function in accordance with the Rules of Procedure attached to the By-Laws as Appendix “A”.

Note: Executive Officers cannot be members of the Judiciary Panel/Committee.

SECTION 7

Procedures and Rules

BY-LAW 7.1 - AUXILIARY ORGANISATIONS –

- a) The Club may authorise the formation and/or affiliation of auxiliary organisations, e.g. - Old Boys Club, Supporters Club, etc.
- b) Each organisation’s formation and function shall be reviewed annually and shall be compatible with the provisions contained in Constitution clause A/3.
- c) The Constitution of any such organisation and any amendments thereto shall at all times be subject to the endorsement of the Council.
- d) The Club shall be represented on any such organisation by an Officer or member of the Club appointed annually for the purpose; provided that such organisation may by special invitation likewise be represented on the Club.
- e) The Club shall review and, if necessary, endorse any club member nominations for Executive or Committee positions in such organisations.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- f) Such organisations shall be registered incorporated bodies subject to Constitution Clause A /2.2.

BY-LAW 7.2 – CORRESPONDENCE -

- a) All correspondence from SLSQ to the Club, or from the Club to SLSQ, shall in the first place be transmitted through the Branch and no such correspondence shall be considered and/or attended to by SLSQ unless and until it has been so transmitted; provided that the provisions of this By-Law shall not apply to correspondence which has been copied by SLSQ to the Branch and Club for attention and/or action on the following subject matters:-
- (i) Government subsidy and/or subsidy returns;
 - (ii) State or Local Government matters;
 - (iii) Workcover, Public Risk and general Insurance matters;
 - (iv) Large financial investments or borrowings;
 - (v) Clubhouse buildings, extensions or alterations;
 - (vi) Cancellation or suspension of membership;
 - (vii) Purchasing orders;
 - (viii) Hire of SLSQ gear, equipment or premises;
 - (ix) Constitutional matters;
 - (x) Response to Circulars;
 - (xi) Any other matter which SLSQ or Branch may, from time to time, direct be exempted from this By-Law as a matter of expediency.
- b) Upon receipt of any correspondence from the Club, which is required to be transmitted through the Branch, the State General Manager shall, at his discretion, either forward such letter to the Branch for appropriate action or return it to the Club for transmission through the Branch.

BY-LAW 7.3 - GOVERNMENT SUBSIDY –

The Club shall submit returns of endowable subscriptions to the appropriate Queensland State Government Department as and when required, and in the form directed by the relevant Department from time to time.

BY-LAW 7.4 - GOVERNMENT AUDIT –

- a) The books and accounts of the Club and affiliated auxiliary organisation shall be audited at such intervals as may be required by the appropriate State Government Department or SLSQ, by an approved auditor in the State of Queensland.
- b) The appointment of Auditors shall be subject to the approval of SLSQ as regards their suitability for the task.

BY-LAW 7.5 - COLLECTION SANCTION -

- a) The Club and/or auxiliary organisation shall comply with the provisions relevant Government Acts or any subsequent amendments gazetted from time to time.
- b) The Club or Auxiliary Organisation shall comply with the provisions of relevant Government Legislation and any subsequent amendments gazetted from time to time.
- c) The Club shall make application to the relevant Government Department for entitlement under the “Approved Association Registration”. When Registration is approved and a “number” issued, all relevant requirements to maintain Registration shall be complied with in every detail.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

BY-LAW 7.6 - FUND RAISING –

- a) Funding authority is vested in the Management Committee which shall allocate portion of its responsibilities pertaining to specific projects to the Finance and/or Social Committees to maintain direct and/or develop these projects.
- b) The Club is authorised to solicit monetary donation, sell art union ticket by door to door, canvass to any company, firm, newspaper or other business operation or trading or any person within the area of the Club as defined. Similar fund raising shall be permitted outside these areas after prior negotiation and with approval of SLSQ Manager - Projects.
- c) The area of the Club referred to in (b) above is all that area designated by the Branch.
- d) The Branch shall determine, from time to time, areas from within the area prescribed in (b) above, which shall be referred to as “Club” Fund Raising Areas” and it shall be incumbent upon the Club to adhere to this area in relation to fund raising activities within the Branch area.
- e) In the event of any breach of the foregoing provisions of this By-Law, it shall be condition of continuance of affiliation and/or membership that the Club, member or group of members concerned shall forthwith surrender to the Branch all such monies, and their right thereto, obtained as a result of such breach and the Branch shall thereupon, at its discretion, determine how, and in what proportions (if any) such monies shall be applied. A right of appeal against any decision shall lie with the Branch.

BY-LAW 7.7 – INSURANCE –

As provided for in SLSQ By-Laws Clause 7.6

BY-LAW 7.8 - FEES AND CHARGES –

- a) Affiliation fees shall be included in the annual credit contribution that accompanies the application for Affiliation Form. This contribution shall be determined by the Branch from time to time.
- b) Examination, Registration and Carnival Entry Fees and other general lifesaving costs for the Club shall be debited to a credit and debit ledger account maintained by the Branch Treasurer. The amounts shall be balanced as at 1st April each year and the Club shall pay or receive an amount to bring their account to a Nil Balance. This system may be subject to change, from time to time, by the Branch.

BY-LAW 7.9 – AFFILIATION –

The Club and its affiliates agree that they are bound by the SLSQ Constitution, Section A and Section B.

BY-LAW 7.10 – HONORARIUM –

An Honorarium may be granted to an Officer on the decision of the Management Committee.

BY-LAW 7.11 - DISSOLUTION OF AFFILIATED BODIES –

- a) The Constitution of every affiliated body shall contain a dissolution clause similar to that set out in Constitution clause E/15.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- b) In the event of any affiliated body becoming inactive, going into recess or having its affiliation terminated, the Club is empowered to require such body to implement the requirements of Constitution clause E/15 regarding dissolution. Should there be no remaining responsible Officers of such affiliated body capable of carrying out the required procedures for dissolution; the Club is empowered by its Constitution to take any necessary action in this regard.
- c) Upon the dissolution of an affiliated body in terms of the preceding Clauses, the books, accounts and assets of the affiliated body shall be handed over to or taken possession of by the Club to deal with as it may, in its absolute discretion, see fit.

SECTION 8

Membership

BY-LAW 8.1 - DUAL MEMBERSHIP

As provided for in SLSQ By-Law 8.3

BY - LAW 8.2 - COMPETITIVE RIGHTS TRANSFER –

As provided for in SLSQ By-Law 8.5

BY-LAW 8.3 - MEMBERSHIP CLEARANCES –

As provided for in SLSQ By-Law 8.4

BY-LAW 8.4 – MEMBERS PROTECTION –

As provided for in SLSQ By-Law 8.6

BY-LAW 8.5 – CODE OF CONDUCT –

As provided for in SLSQ By-Law 8.7

SECTION 9

Club Colours/Badges, Competitive Conditions

BY-LAW 9.1 - COLOURS AND BADGES –

As provided for in SLSQ By-Law 9.1

BY-LAW 9.2 – COMPETITIONS –

As provided for in SLSQ By-Law 9.2

BY - LAW 9.3 - COMPETITIVE RIGHTS , OBLIGATIONS AND QUALIFICATIONS –

As provided for in SLSQ By-Law 9.3

BY-LAW 9.4 - CLUB CHAMPIONSHIPS –

- a) The Club Championships shall be conducted annually on a date determined by the Club at its Annual General Meeting.
- b) The list of events to be conducted at the Championships shall also be decided at the Annual General Meeting.

BY-LAW 9.5 - TROPHIES, PRIZES AND ELIGIBILITY –

As provided for in SLSQ By-Law 9.5

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

BY-LAW 9.6 - TEAM MANAGEMENT –

- a) The Club when participating in any carnival or similar function shall appoint a Manager of its competitors and other members of the Club selected to represent and/or assist the Club at such carnival.
- b) Every Manager so appointed shall be responsible for the proper conduct of himself and of the members under his control, and attend all briefings.
- c) A Manager shall, as far as practicable, remain with the party under his control during the entire period of his managership. In the event of the party under his control separating into sections the Manager shall be responsible for appointing a member of each and every section to act as his Manager of the section.
- d) In the case of a carnival or similar function conducted under the control of the Branch, the name of the Manager so appointed shall be notified to the Branch with the Carnival entries, or, at the latest, before the commencement of the carnival.
- e) The Manager shall remain in attendance with his team during the course of such carnival or similar function and shall take action to ensure that competitors under his control report to the Check Marshal immediately they are called upon to do so.
- f) The Manager shall report to the Carnival Referee or other nominated official whenever called upon to do so by the Carnival Announcer or other authorised official and shall comply with the directions then given him.
- g) In the case of mixed gender teams including minors a chaperone or chaperones shall also be appointed.

SECTION 10

Visits and Tours

In relation to international tours to or from Australia the Club shall abide by the Association policies rules and regulations as provided for in Section 10 of SLSQ By-Laws 10.1/2/3/4

BY-LAW 10.5 - INTER-CLUB/INTERSTATE VISITS –

In relation to affiliated clubs or a member or members of an affiliated club wishing to visit other clubs within Australia, the following shall apply:

- a) Visits within a State, Territory or Branch shall be subject to the control of that Centre or Branch providing any such control provides for the appointment of a Manager in all circumstances.
- b) With the exception of national surf carnivals, interstate visits shall be subject to advice to SLSQ and Branch by the intending touring party at least twenty-one (21) days prior to such visits.
- c) Such advice shall detail the proposed destination and dates of the visit, method of travel, the number intending to travel and the name and address of the Team Manager's who shall be deemed responsible in the event of necessity for future reference.
- d) Providing there are no grounds for objection, the State Centre of the intending touring party shall forthwith advise the relevant State Centre/s of the proposed visit to their region.

SECTION 11

Discipline, Penalties and Appeals

(Refer Appendix "A")

Updated April 09

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

BY-LAW 11.1 – JURISDICTION -

- a) The penalising authority for the Club shall be vested in the following -
- The Council
 - The Management Committee
 - The Judiciary Committee
 - The President
 - The Captain
- b) Should the Club decide the alleged offence is beyond the responsibility of the Club, the matter shall be referred to the Branch for determination.

BY-LAW 11.2 - DISCIPLINE

General

- i) The Club may penalise or refer to the Judiciary Committee, a member of any Auxiliary Organisation within its jurisdiction or any member of such, whether a competitor or not, who, in the opinion of the Club has practised or counselled any unbecoming conduct or conduct which reflects upon the good name of the Club, Association or any or all of its Officers, whether at any competition, meeting, function or other activity, or at any other time.
- ii) Penalty decisions shall be promptly conveyed in writing to the body or member concerned and it shall be incumbent on the Club such body to give immediate effect to such decision, and to notify SLSQ. Any body failing in any of these requirements may be dealt with by SLSQ.

BY-LAW 11.3 – PENALTIES –

- a) Without limiting the scope of penalties that may be imposed, the form a penalty may take includes -

i) Reprimand - with the offence being recorded in the books of the penalising body;

ii) Suspension - may be applied as a complete or partial suspension of a member's privilege for a definite period of time or until a definite pre-set goal is reached, and partial suspension could well require the member to carry out all or part of his duties in the Club without being able to avail himself of the normal facilities and privileges of a member. The extent or limit of the penalty must be set by the penalising authority imposing the said penalty, provided that the period of suspension shall be no longer than 3 calendar years.

iii) Termination - Club membership may be terminated because of the prevailing circumstances, and when the extreme action of expulsion is not warranted;

NOTE: A member whose membership is terminated may re-apply for membership of the Association at some later time.

iv) Expulsion - from "Club Membership" would be applied only as a response to a very serious offence against the Club, the Association or their principles or ideals.

v) Fines imposed in such amounts as the penalising authority sees fit

vi) Such combination of any of the above as the penalising authority sees fit

vii) Such other penalty or penalties as the penalising body sees fit.

- b) Where an individual Club member is suspended by the Club, he shall forfeit either completely or partially, as may be decided, all privileges as a member of an affiliated Club during the period of his suspension. In the case of complete

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

suspension, a member shall forfeit all rights during the currency of his suspension. Partial suspension shall limit such member's participation in inter-Club or Association activities but shall not interfere with his rights as a Club member.

BY-LAW 11.4 – APPEALS –

- a) Any member penalised by a penalising authority for the Club shall have the right to lodge an appeal against such penalty to the Club authority within the Club provided that the appeal shall be lodged in writing to Club within fourteen (14) days of the notification of the penalty and shall set out clearly the grounds of the appeal. The appeal shall be placed before the club, and shall be dealt with in the following manner -
- dismissed and the penalty upheld;
 - dismissed and a heavier penalty imposed;
 - upheld and a lighter penalty imposed;
 - upheld and the appellant exonerated;
- b) Any member penalised by the Club shall have the right to appeal to the Branch against the penalty, provided that -
- i) the appeal shall be allowed only after the party concerned has properly availed himself of any right of appeal to the Club as contained in the Constitution and By-laws of the Club;
 - ii) the appeal shall be made within fourteen (14) days of the imposition of the penalty, or if the party concerned has exercised its right of appeal to the Club within fourteen (14) days of the notification of the decision of such appeal;
 - iii) the appeal shall be made through the Club who shall forthwith refer the appeal to the Branch, provided that the Club may at the same time submit any representations on the appeal which it may wish to make;
 - iv) upon the setting of an appeal hearing, the Branch shall either itself or by its Judiciary Committee or by a Committee appointed for the purpose, hear the appeal and communicate its decision in writing to the appellant.
 - v) pending an appeal hearing by the Branch or by the Branch Judiciary Committee or by a Branch Committee appointed for the purpose, the President of the Branch, after written application by the appellant and only after good cause is shown, may suspend the operation of the penalty until the appeal is heard by the Branch.

BY-LAW 11.5 – REFERENCES –

- a) In addition to the matters set out in By-Law 11.1- 11.4 which are of a disciplinary nature, any interested party may submit a reference to the Club upon any matter touching the affairs of the Club, the Association and its members.
- b) Every reference or grievance shall be in writing setting out clearly the matters sort to be investigated by the club. The Management shall decide where such reference shall be directed.
- c) The hearing of any appeal from a decision on a reference shall proceed in accordance with Appendix "A" to these By-Laws.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

APPENDIX "A"

JUDICIARY COMMITTEE

Rules of Procedure

1. DEFINITIONS -

In these Rules -

- 1.1 "The Committee" means the Judiciary Committee.
- 1.2 "Secretary" means the Secretary for the time being of the Judiciary Committee.
- 1.3 "Member" means a member of the Club subject to the jurisdiction of the Club by which the Committee shall have been appointed.
- 1.4.1 "Reference" includes any complaint against a member of the Club brought by any person, and any dispute under this Constitution. This term also includes grievances.

2. JURISDICTION -

- 2.1 Any interested party may submit a reference to the Management Committee upon any matter touching the affairs of the Club and its members.
- 2.2 Every reference shall be in writing setting out clearly the matter sought to be investigated by the Management Committee, and the Management Committee shall then decide where such reference shall be directed.
- 2.3 Every reference directed to the Judiciary Committee shall be dealt with by that Committee in the terms of Rule 3 set out below.
- 2.4 Every person bringing a reference shall have a right to be heard by the Committee provided that -
 - a) he has an interest in the subject matter of the reference;
 - b) his reference is in clear and unambiguous terms.
- 2.5 In every case the Committee is required to proceed in accordance to the rules of natural justice.

3. PROCEDURE -

The following procedures shall be followed by the Judiciary Committee having conduct of a reference under Rule 2 hereof:

- 3.1 Upon receipt of a reference, the Chairman of the Committee or his Delegate may appoint an independent person to act as investigator upon the reference. Such appointment shall be in writing, enclosing a copy of the reference and instructing the investigator to make all relevant enquiries and prepare to assist the Committee within fourteen (14) days.
- 3.2 The investigator, if appointed, shall make all relevant enquiries and shall appear at the time and place appointed for the hearing by the Secretary of the Committee.
- 3.3 Upon receipt of a reference the Secretary shall forthwith appoint the time and place for the hearing suitable to the members of the Committee. He shall give at least seven (7) days notice of the hearing to all interested parties and such notice shall be in or to the effect of the following form -

"MOOLOOLABA" SURF LIFE SAVING CLUB

Updated April 09

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

To:

Dear Sir,

You are hereby notified that a meeting of the Judiciary Committee of this Club will be held at on20 .. ata.m./p.m. to enquire into the following matter, referred to the Committee by the Club.

You are required to be (present) (represented) at that time and place together with such witnesses as you may desire to call.

(Mr/Ms has been appointed pursuant to the Club Constitution as an independent investigator to make all relevant enquiries and to appear to assist the Committee at the hearing.) - Optional

The Secretary will, upon receipt of your request in writing, at least five (5) days before the day appointed for the investigation setting out the names and addresses of members of the Association who you desire to call as witnesses, require such members to be present at the investigation. If the time and place appointed are not suitable to you, you may apply for an adjournment by application in writing, to be in my hands at least three (3) days before the time appointed. In any event you are required to advise your intention to attend or not to attend as the case may be at least 3 days before the hearing is due to commence.

You are not entitled to legal representation as of right but you may apply at the commencement of the enquiry for such representation, and the Committee may grant or refuse such application as it thinks fit. The same provisions shall apply where representation other than legal representation is required.

Yours faithfully,

Secretary
Judiciary Committee

- 3.4 The Committee shall have power to require the attendance of any member at any hearing by the Committee. The Secretary shall give reasonable notice to a member informing him of the time and place of the hearing, and that he is required to attend.
- 3.5 In the case of a complaint against a member of the Club who has been suspended, he shall remain under suspension until the decision of the Committee, unless the Chairman of the Committee decides otherwise.
- 3.6 The independent investigator if appointed by the Chairman of the Committee shall make enquiries within a reasonable time.
- 3.7 The Committee shall likewise conduct the enquiry within a reasonable time, subject to any reasonable application for an adjournment in writing and received by the Secretary at least three days before the time fixed for the enquiry.
- 3.8 No interested party shall be entitled to legal representation as of right at the Committee hearing provided always that an application may be made at the commencement of the hearing for such representation. The Committee may grant or refuse such an application as it sees fit. The same provisions shall apply where an application is made for representation other than legal representation, provided that where a minor (U18) member is charged it shall be mandatory for a parent/s or guardian or an Adult approved by a parent/s guardian to be invited to attend at all material times, and every effort should be made to encourage these persons to be in attendance in the interests of the minor (U18) member.
- 3.9 Any notice required by the Rules to be given by the Secretary shall be given in writing delivered personally or sent by prepaid post addressed to the member concerned. A

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- notice given by post shall be deemed to have been given on the day following that on which it shall be posted.
- 3.10 Any member who fails without reasonable excuse to comply with the requirements of any notice addressed to him by the Secretary shall be subject to such action as the Management Committee of the Club, shall on the report of the Committee think fit.

4. AT THE HEARING -

- 4.1 All interested parties shall be present at the hearing. Provided that a hearing may proceed in the absence of an interested party only were the committee is satisfied by evidence that the party had due notice of the meeting and has been chosen to be absent from the meeting or the committee agrees it is in the best interest of the party not to be present.
- 4.2 A quorum of the Committee shall be three (3) members.
- 4.3 In the case of a complaint against a member, all witnesses other than the member concerned must remain out of the hearing until called upon to give evidence.
- 4.4 The independent investigator, if appointed, shall be present to assist the Committee.
- 4.5 The reference to the Committee shall be read by the Chairman.
- 4.6 The independent investigator, if appointed, shall present relevant evidence, including the calling of witnesses. Any submissions by the investigator, or documentary evidence submitted by him, shall be given whatever weight the Committee thinks fit, subject always to the consideration that oral evidence from a witness may be of more weight than other forms of evidence.
If the independent investigator is not appointed, the Committee itself shall receive the evidence relevant to the reference.
- 4.7 The person who is the subject of the reference shall then present relevant evidence on his/its own behalf.
- 4.8.1 In all cases where, witnesses called they shall be examined by the party (if any) on whose behalf they have been called, and then cross-examined by the other interested parties to the reference. The party calling the witness shall have the right to re-examine the witness. The Committee members may ask questions of the witness, but no other examination or cross-examination of that witness shall be allowed except by leave of the Chairman.
- 4.8.2 Such cross examinations shall be conducted through the Chairman and/ or by telephone or other multimedia as determined by the committee
- 4.9 The Committee may, in its discretion, refuse to admit evidence which is irrelevant or of so little weight as to be properly excluded.
- 4.10 At the conclusion of all the evidence, each interested party and the investigator, if appointed, may make submissions to the Committee in such speaking order as the Chairman may direct. Right of reply by any party shall be at the discretion of the Chairman.

5. AT THE CONCLUSION OF THE HEARING –

- 5.1 The Committee shall meet in camera after the hearing has been completed and formulate its findings and if the reference is found to be proved may deliberate upon an appropriate order or penalty.
- 5.2 The findings of the Committee and the order or penalty agreed upon may be by the majority, with the Chairman having a casting vote in the event of a tied decision. The minority may furnish separate findings, but the majority findings and order or penalty shall be deemed to be the decision of the Committee.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

6 DETERMINATION OF ANY PENALTY–

The Chairman or other member of the Committee shall deliver the Committee's findings in the presence of such interested parties who wish to attend.

If any adverse finding is delivered, the party against whom the finding has been made shall be invited to make submissions on penalty.

The Committee shall make any determinations of penalty as may be required and it sees fit. If necessary, the Committee may meet again in camera to consider a penalty.

7 NOTIFICATION

The Secretary of the Committee shall forthwith give notice of the decision of the Committee to all interested parties, together with notice of any made order or penalty imposed, which upon being confirmed by the appointing authority shall become effective forthwith.

- 7.2 The Committee shall furnish its report at the first meeting of the appointing authority after the hearing is completed. That authority shall either confirm the decision of the Committee or proceed according to the next succeeding paragraph.
- 7.3 The decision of the Committee cannot be altered by the appointing authority, but a two-thirds majority of those present and voting at the meeting may return the reference to the Committee for further consideration or the hearing of additional evidence. The grounds of such return of the reference shall be clearly stated.
- 7.4 A person exonerated by the Committee may start under protest at any Carnival or Association event held before the meeting of the appointing authority at which the Committee's decision is presented for confirmation or return as the case may be.

8. APPEALS – AGAINST JUDICIARY COMMITTEE FINDINGS

Any person who is aggrieved by a decision of the Committee upon a reference has a right to appeal as provided for in By-Law 11-4-1a within 28 days of being notified of a decision in writing.

**APPENDIX “B”
RULES OF DEBATE –**

1. GENERAL

- 1.1 The undermentioned Rules shall apply to the conduct of all meetings of the Council, and Committees.
- 1.2 For the purpose of these Rules, the word “member” shall refer to members of the Club.

2. CHAIRMAN'S AUTHORITY

- 2.1 Whenever the Chairman rises during debate, the member then speaking shall be silent and resume his seat.
- 2.2 In the case of any remark considered by the Chairman to be offensive or imputing improper motives, the Chairman may call upon a speaker to withdraw and apologise.
- 2.3 The Chairman may call a member to order. If such member persists in being disorderly, he may call upon such member to withdraw from the meeting.
- 2.4 It shall not be permissible to dispute the Chairman's rulings, or move a motion of dissent from his ruling, on matters of procedure and points of order.

3. DEBATE

- 3.1 Any member desiring to speak shall stand up and address the Chairman.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- 3.2 If two or more members rise to speak at the one time, the Chairman shall decide which is entitled to priority.
- 3.3 The meeting may decide that a particular person shall or shall not be heard, provided that a motion of this nature shall not be debated.
- 3.4 No member shall interrupt another while speaking except to raise to a point of order.
- 3.5 No speaker shall digress from the subject under discussion.
- 3.6 No member shall use offensive or unbecoming words.
- 3.7 During the debate, a member may raise a point of order whereupon the member then speaking shall resume his seat until the point of order has been decided.
- 3.8 It shall be competent for any member to move a motion of dissent from the Chairman's ruling other than on matters of procedure and points of order. The mover of a motion of dissent shall concisely state his point. The seconder and Chairman only may then speak to the motion;
 - a) At any time during the debate, a member may move "that the question be now put" provided the Chairman is satisfied that reasonable time for debate of the original motion has been allowed. The motion shall be put without debate - it need not be seconded. This motion may be applied to an amendment, in which case it is the amendment which, is immediately put to the vote. It shall not be competent for the mover, seconder or any person who has spoken to the original motion or amendment to move "that the question be now put".
 - b) If carried, the original motion shall be put to the vote without further debate except that the mover thereof shall have the right of reply; if lost, the debate may proceed.
 - c) A member may move the adjournment of the debate to a subsequent meeting. If the motion for adjournment is lost, the mover thereof shall not be allowed to speak again on the question under debate. If carried, the mover shall have the right of resuming the debate at the ensuing meeting and the mover of the original motion shall have the right of reply.

4. MOTIONS AND AMENDMENTS –

- 4.1 Any member proposing a motion or an amendment shall state its nature before addressing the meeting thereon.
- 4.2 The mover of a motion shall not occupy more than ten minutes nor any other speaker more than five minutes; provided that the meeting may, by resolution, without debate, grant an extension of time to any speaker.
- 4.3 No member may speak more than once to a motion except with the Chairman's permission, in explanation or reply, or to ask a question provided that he may speak again on any amendment to the motion.
- 4.4 The mover of a motion's right of reply shall be exercisable at the end of the debate.
- 4.5 The mover of an original motion must get the consent of his seconder, and the approval of the meeting, before making any alteration to the wording of his motion.
- 4.6 Any member (other than as provided in Rule 4.7 herein) may move an amendment to a motion, provided it is not a direct negative of the motion proposed.
- 4.7 The mover or seconder of a motion may not move or second an amendment to it but may speak on any such amendment and vote in favour of it.
- 4.8 A particular member may move or second one amendment only to each motion, but may speak on amendments moved by others.
- 4.9 An amendment having been moved, it shall not be competent to move any further amendment, provided that notice may be given of intention to move a further amendment when the previous amendment has been determined. Only one amendment can be considered at the one time.
- 4.10 If there is an indication of more than one amendment to be brought forward, the mover of the original motion may elect to reply at the end of the debate on the first amendment.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- 4.11 The mover of an amendment has no right of reply.
- 4.12 A member who formally seconds a motion or amendment without speaking may speak in support at a subsequent stage of the debate.
- 4.13 Amendments shall be put to the meeting before the motion is put, and shall be committed to the meeting in the order in which they are received.
- 4.14 When an amendment is carried the motion as amended becomes the motion before the meeting.
- 4.15 Motions and amendments can be withdrawn only when a majority of those present at the meeting consent. A motion for withdrawal is open to debate, which however must be confined to the matter of withdrawal.
- 4.16 If, after a motion has been determined, it is considered in the general interest that the matter should be re-opened for discussion before the termination of the same meeting, the meeting may, by unanimous vote, order its recommittal.

5. VOTING –

- 5.1 Voting shall be by the voices, or at the discretion of the Chairman or at the request of any member, by show of hands or by secret ballot.
- 5.2 Any member, supported by not less than three others, may call for a division, in which case members shall move to the right or left of the Chairman, as directed by him.
- 5.3 In the event of a division any member declining to vote shall elect to retire behind the Chairman or have his vote counted in the negative.
- 5.4 The Chairman may appoint tellers to assist him in counting a vote.

APPENDIX “C”

Patrol Rules

The patrol season shall be as decided by the Branch, annually. The method of patrol duties shall be determined by the Management Committee prior to the commencement of each Season.

1. Active Members shall attend patrols as rostered or appointed provided that:-
 - a) Active Cadet Member shall be eligible for duties only commensurate with their qualifications;
 - b) A member desirous of transferring from one Patrol to another shall do so only with the consent of the Captain of the Club;
 - c) It shall be permissible to appoint a substitute, when unable to attend, the member appointing such substitute to be responsible in the event of the substitute not attending;
 - d) Representation at any Carnival as a Selected Competitor or Carnival Official or at any demonstration or meeting of the Association does not constitute attendance and it shall be the responsibility of the individual to arrange substitution in these instances;
 - e) Exemption for patrol duty may be granted by the Captain in special circumstances but for extended periods of exemption written application shall be made to the Committee who shall decide the issue;
 - f) At each Meeting of the Management Committee a report, taken from the Patrol Register, maybe tabled by the Club Captain or his deputy indicating any breaches that require investigation as provided for in By-Law 6.5.
 - g) Junior Activities Water Safety patrol duty hours shall only be credited to members who are performing normal rostered Club patrols.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

2. The first Patrol on duty shall see that all lifesaving gear including operational IRB is placed in position on the beach and the last Patrol on duty shall return such gear to the clubhouse or gear room.
3. The Patrol shall assemble in the Club Patrol Tower five (5) minutes before the appointed hour to commence duty unless it is the first patrol of the day, in which case it shall assemble 15 minutes before the appointed hour.
4. A member who is late for Patrol duty or who misses a Patrol without notifying his Patrol Captain or the Club Captain may be allotted a Penalty Patrol or other duties at the discretion of the Club Captain. Failure to attend penalty patrol incurs automatic suspension until the next Club Meeting.
5. Patrol members shall wear Association Caps and other dress as directed by the Association.
6. Before the Patrol commences duty, the Patrol Captain shall detail the position each man is to take in the event of rescues, allocate qualified IRB personnel to the IRB, and shall detail a member to tower or lookout duty.
7. In the absence of the Patrol Captain the Patrol Vice-Captain shall have like power and authority.
8. Members of Patrol and activities of the patrol are under the control and direction of the Patrol Captain, and members are not allowed to leave the patrolled area unless extenuating circumstances arise and then must first obtain permission from their Patrol Captain.
9. In the event of the Patrol having finished its term of duty, and the succeeding Patrol failing to relieve it, the Patrol Captain shall ensure that an adequate Patrol is maintained, whilst he reports to the Club Captain.
10. Patrol Captains are held responsible for the efficiency of their Patrols, and are required to record in the Patrol Register the names of absentees from their Patrols, and any irregularity such as being late, leaving early or not being in the regulation dress.
11. Patrol Captains shall regularly test their Patrol on their ability and knowledge of the resuscitation methods and rescue procedures utilising the gear on patrol.
12. A member shall obey his Patrol Captains, either in the actual work of lifesaving, or any other duty associated with the activities of the Patrol within the Club.
13. The Club is reminded of requirements as per the Association's Memorandum of Association, Articles of Association and Rules & Regulations -

Patrol Exemption Policy

In relation to Patrol duties the following shall apply:-

- a) Members, Clubs and the Association generally, must recognise the obligation of all members to perform patrol duties and/or other duties within the Surf Life Saving structure.
- b) Exemptions from patrol, or other duties, may only be granted in the most exceptional of circumstances.
- c) Clubs may provide exemptions for senior Club Officers, and persons whose Club duties are such that exemption is provided in the Club Constitution and By-Laws or, by special resolution of a General Meeting of the Club.
- d) The Association may provide exemption from all - or part - of Club patrol duties for members of the Board of Surf Life Saving, senior Association Officers or, members of Association patrols or rescue services.
- e) Under no circumstances shall competitors be granted patrol, or Club duty exemptions, solely upon competition reasons.
- f) Any patrol, or duty exemption, granted by a Club - unless those provided for in

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

(c) and (d) above may be immediately submitted for ratification to the Association (Branch or State) stating names and reasons for exemption.

14. Patrol Captains are required to ensure that the Patrol, Radio and IRB logs are completed.
15. Patrol Captains are to ensure that motorised equipment is driven only by members with the appropriate licences.

APPENDIX "D"

Clubhouse Rules

Rules relative to members use of the Clubhouse and its facilities were applicable shall be as follows;

1. The benefits of Club privileges shall be permitted only to members of the Club and such Association visitors as are approved by the Captain and/or written approval of the Secretary.
2. Unseemly conduct likely to interfere with the comfort of other members of the Club shall not be tolerated and members are requested to assist in preventing such conduct.
3. Damage occasioned to clubhouse facilities shall be subject to investigation and decision of liability by the Membership Committee.
4. Bad language shall not be tolerated in the clubhouse.
5. Pets shall not be allowed in the clubhouse.
6. Clubhouse keys shall be in the control of the Club Captain, Secretary and President.
7. Food stuffs shall not be brought onto Club premises or stored or consumed therein except in such areas as may be designated from time to time by the Committee.
8. Liquor may only be consumed in the clubhouse at an organised function arranged by the Committee.
9. The First Aid Officer, his assistants and patients are the only persons permitted in the First Aid Room. First Aid equipment shall be used for first aid purposes only.
10. Junior (Nippers) members shall be permitted the use of the "Club Room" whilst under the supervision of a Club Official.

APPENDIX "E"

Gear Rules

Rules relative to the use of storage of the gear listed below is as follows:

1. BOARD & SKI
 - 1.1 Board & Ski owned by the Club or it's members shall be stored under the control of the Craft Captain.
 - 1.2 Members shall not use other members' Board & Ski without prior approval of the owner.
 - 1.3 Members shall not use Club gear without prior approval of the Craft Captain, Gear Steward, Club Captain or Chief Training Officer.
 - 1.4 The Skis and Boards shall never be launched or brought in near the marked surf bathing area or buffer area, nor where bathers are likely to be encountered.
2. SURF BOAT
 - 2.1 The Surf Boat shall not be used for any other purpose than Surf Life Saving and the practice thereof, and the instruction in rowing, except with the permission of the Executive Management committee.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- 2.2 No members of the Club shall use the boat unless it is in charge of the Boat Officer, Boat Vice Captain or Club Captain or Vice Captain, except that if these Officers are unavailable, one of them may grant permission to a member of the Club (who in his opinion is qualified to do so) to take charge of a Boat and such member shall be responsible to the Committee for the conduct of the crew and the manner in which the boat is used while it is under his control and for each breach of the Surf Boat By-Laws.
- 2.3 Save in the case of rescues, no person other than Club members, shall be allowed in a Boat, except with the approval of the Boat Captain or his Deputies.
- 2.4 The Boat and gear shall be housed in the Boat shed provided for that purpose and securely locked up, or a designated storage place approved by the Management Committee. The Officer last in charge of the Boat each day shall be responsible for its return to the shed/storage place and shall report the Committee in writing any damage to or loss of gear that may have occurred.
- 2.5 Members, except those on patrol, may be called upon to assist in getting the Boat in and out of the water, and a refusal to do so will be a matter for report to the Committee for action thereon.
- 2.6 No more than a boat crew of five (5) or less than that number shall be taken in a Boat unless under special circumstances.
- 2.7 The Boat shall never be launched or brought in near the marked surf bathing area or buffer area, nor where bathers are likely to be encountered.

3. POWER RESCUE CRAFT

The Power Boat Officer shall:-

- 3.1 be responsible for the general maintenance and up-keep of all powered surf rescue craft and equipment.
- 3.2 at all times ensure that the IRB is ready for patrols and adequate fuel is on hand.
- 3.3 in consultation with Club Captain, be in charge of all powered surf rescue craft operations.
- 3.4 have a IRB in attendance at all examinations where directed by the Club Captain.
- 3.5 have a IRB in attendance at the buoys on all occasions that surf events or tests are being held.

Mooloolaba Surf Life Saving Club Inc. -By - Laws

APPENDIX "F"

Junior (Nipper) Activities Committee Rules

1. APPOINTMENT, OBJECTS,COMPETITION, MEETINGS AND PROCEDURES.

1.1 APPOINTMENT

The Club, at it's Annual General meeting shall endorse the appointment of a Junior Activities Committee (hereinafter referred to as the J.A.C.,) as provided for in By-Law 6.2 of current financial members of the Club who are interested in the objects and duties of the J.A.C.

1.2. The Objects and Duties of the J.A.C. shall be:-

- a) The responsibility for the conduct and co-ordination of all matters relating to Junior Activities.
- b) To provide for Junior (Nipper) members an educational experience in a wide range of subjects and skills within the aquatic / marine environment.
- c) To prepare Junior (Nipper) members for their eventual transition to the marine and patrol environment of the Senior section of the Movement.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- d) To provide for the instruction and the conduct of examinations of Junior (Nipper) members willing to gain the Junior Age awards.
- e) To organise in conjunction with the parent body, the instruction and /or examination of Junior (Nipper) members willing to gain the Resuscitation Certificate, and /or the Surf Life Saving Certificate of the SLSA of A.
- f) To provide rules and regulations for the conduct of Junior Activities for Junior (Nipper) members who have attained the age of seven (7) years but who have not attained the age of fourteen (14) years.
(Constitution clause B.3.2)
- g) To endeavour to raise finance to provide for the foregoing objects.

1.3 Composition and Management

- a) The J.A.C. shall be comprised of current financial members who have applied to the Management Committee for membership of the J.A.C. and been endorsed. Group applications are also acceptable as are applications during the season.
- b) The Chairman of the J.A.C. shall be an Executive Officer of the Club and shall be elected at the A.G.M. of the Club following an endorsed nomination from the Annual Meeting of the J.A.C.
- c) The J.A.C. shall elect all or any of the following officers - Deputy Chairman, a Secretary, a Treasurer, a Registrar, an Education Officer, a Carnival Nomination Officer, a Clothing Coordinator, an Awards Officer, a Team Manager, a Gear Steward, a Chief Water Safety Officer, a Publicity Officer, a Canteen Coordinator and Age Group Managers.
- d) The Management of the JAC shall be the responsibility of the officers and endorsed members provided that the J.A.C. decisions shall be subject to ratification of the Club and the general rules of Committee control as provided for in By-Law 6.1.
- e) An Executive shall be responsible for JAC decisions between JAC meetings, and shall be comprised of the Chairman, the Deputy Chairman , the Secretary, the Treasurer, the Registrar, the Awards Officer and the Team Manager.

1.4 Meetings

- a) The Annual Meeting of the J.A. C shall be held prior to the Club Annual General Meeting with the following agenda:-
 - Attendances
 - Apologies
 - Annual report of Activities
 - Endorsement of Junior Activities Officer Nomination(s)
 - Election of Officers
 - Meeting dates
- b) J.A.C. Meetings which shall be held at the discretion of the Chairman of the J.A.C. with the following agenda -
 - Attendances
 - Apologies
 - Confirmation of Minutes of previous Meeting
 - Business arising

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- Correspondence
 - Reports
 - General Business
- c) Executive Meetings may be held as required to deal with urgent matters providing decisions are subject to ratification by a JAC meeting.
- d) Special Meetings with a specific agenda may be held at the discretion of the Chairman or the J.A.C.
- e) A quorum shall be at least twenty (20) members of the J.A.C.
- f) Voting at meetings of the J.A.C. shall be limited to currently endorsed members of the J.A.C.

1.5 Elections

- (a) Nominations for the Election of Officers shall be in writing and signed by the nominee signifying his willingness to stand for election, and lodged with the Secretary two (2) weeks prior to the Annual Meeting of the J.A.C..
- (b) If the number of candidates for any one office exceeds one, a decision shall be determined by secret ballot of the members present, and voting at the meeting.

1.6 Finance

- (a) The Club Treasurer, and where convenient assisted by the J.A. C. Treasurer, shall receive all monies, issue receipts and bank such monies to the account of the Club to be used for Club endorsed Junior Activities.
- (b) Payment of accounts shall be effected by the Club Treasurer, following checking of the accounts by the JAC treasurer.
- (c) Credit and Debit ledgers shall be established and maintained by the J.A.C. to determine the financial standing of the J.A.C. in relation to the Club.
- (d) The finance of the J.A.C. shall be supported by mean approved by the Club which shall include a Club budget allowance, donations, capitation levies, Carnivals, Socials and other functions.

1.7 Competition

- (a) The J.A.C. shall have power to regulate all intra-club competitions, providing such competition has been approved by the Club.
- (b) No inter - Club contest or competition shall be held without the approval of the Club and the Branch.
- (c) All Junior competitors shall wear protective clothing approved by the Association in all water activities as directed by the Branch.
- (d) A Sub-Committee comprised of the Age Managers and the Team Manager shall select the competitors and teams for all inter/intra Club competitions and carnivals and may alter such selections at it's discretion and its decision shall be final.

1.8 Discipline

The conduct of members who participate in Junior Activities shall be subject to the control of the J.A.C. in the first instance, provided that any disciplinary actions are subject to review by the Club.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

2. OFFICERS AND THEIR DUTIES -

- 2.1 The Junior Activities Officer: Shall chair all Meetings of the Committee at which he is present and shall exercise a general supervision over the affairs of the J.A.C.. He shall be an officer of the Club and shall represent the Club on the Branch JAB. The chairman shall, when presiding at a Meeting have a deliberative and a casting vote. He shall submit an Annual Report of the JAC to the Club and submit regular reports to Club management.
- 2.2 J.A. C Deputy Chairman: In the absence of the Chairman, the Deputy Chairman shall perform all the duties usually undertaken by the Chairman.
- 2.3 J.A. C Secretary: Shall attend to all the correspondence, attend all Meetings, record the minutes of the Meetings in a Minute Book and assist in the preparation of the Reports. He shall issue notices of Meetings and any circulars of matters of interest to the JAC in conjunction with the Club Secretary.
- 2.4 J.A.C.Treasurer: Shall be responsible for the overall supervision of any financial commitments of the J.A.C. and shall submit reports to the JAC. He shall submit a budget of income and expenditure and shall maintain Credit and Debit ledger of the J.A. C. financial dealings with a view to establishing the standing of the J.A.C. He shall provide and seek co-operation of the Club Treasurer.
- 2.5 J.A.C. Registrar: Shall be responsible for keeping a true and correct record of the birth dates of all Juniors (nippers), compiling the registration of all competitors for annual submission to the Registrar of the Branch, and provide other relevant information as required.
- 2.6 Awards Officer: Shall be responsible for the training and examination arrangements for the Junior Age Awards. He shall be responsible to and work in conjunction with the Club Chief Training Officer.
- 2.7 J.A. C.Team Manager Shall be responsible for the control and conduct of the competitors and shall submit a team report following each major carnival. He or the Age Managers shall record the attendance of the competitors at Carnivals. He shall be responsible for preparing the age competitors and teams as selected by the Selection Committee for their respective events and ensure the competitors are at the Marshalling area at the prescribed time for such events. He shall be responsible for lodging all protests as per the Association Handbook. He shall be assisted by an assistant Team Manager and the Age Group Managers.
- 2.8 Gear Steward: Shall be responsible for all the JAC equipment, making sure such equipment is in good condition and repair and properly housed and co-ordinate beach set-up for training.
- 2.9 The Chief Water Safety Officer: Shall be responsible for water safety at JAC training days.
- 2.10 The Education Officer: Shall be responsible for organising specific educational programs and events to further the education of the JAC membership.
- 2.11 The Carnival Nomination Officer: Shall be responsible for Carnival nominations in conjunction with the Age Managers and Team Manager.
- 2.12 The Clothing Co-ordinator: Shall be responsible for obtaining and marketing costumes and clothing following decisions by the JAC.
- 2.13 Publicity Officer: Shall be responsible for the publicity of the Committee, to publish the results of the Committee Activities and Carnivals from time to time as well as points of interest from the Committee Meetings. He shall also work in conjunction with the Club's Publicity Officer.

Mooloolaba Surf Lifesaving Club Inc.
BY-LAWS
April 09

- 2.14 The Canteen Co-ordinator (or Committee): Shall be responsible for provisioning the canteen and subsequent marketing activities.
- 2.15 The Age Managers: Shall prepare programs and work in conjunction with the Awards Officer in his duties and act as an assistant to the Team Manager during the performance of his duties.

3. MEMBERSHIP GUIDELINES AND FEES -

- 3.1 To participate in Junior Activities at Mooloolaba SLSC all shall be members of the Mooloolaba SLSC.
- 3.2 All applicants for membership of Mooloolaba SLSC shall be required to complete the prescribed form and pay the requisite fee as determined by the Management Committee.
- 3.3 Any Nipper applicant for membership shall be accompanied by a Parent or Guardian applicant for membership of some type – Probationary, Associate, Active Reserve etc. provided that one parent or guardian is acceptable for more than one Nipper in the same family.
- 3.4 In the interest of Surf Safety and ongoing benefits to the Club, existing Associate or Probationary members, Nippers Parents/Guardians may be offered an award gaining process over a 12- month or one season period. With the following provisions:
- a). The Candidate may determine the award they wish to attend (SRC or BM)
 - b). The probationary period shall not extend past 12 months.
 - c). On gaining the appropriate award may perform water safety duties.
 - d). No voting rights except as an endorsed member of the Junior Activities Committee.
 - e). No competition rights.
 - f) May offer to do regular patrols and become eligible for acceptance as an Active Member enjoying all Club privileges.
- 3.5 Fee structure for J.A.C. members and Nippers may be determined annually by a recommendation from the J.A.C to the Management Committee.

APPENDIX “G”

THE COMMON SEAL

CLUB BADGE

LIFE MEMBERSHIP BADGE