

BYFORD & DISTRICTS COUNTRY CLUB INC.

BY-LAWS

Revised August 2025

1. Member Clubs

- a. All active members of a body seeking affiliation with the Byford & Districts Country Club Inc. (BDCC) shall become financial members of the club.
- b. Member Club bodies shall maintain an independent register of members for their own purposes. This Register of Members must be made available for inspection by BDCC's General Manager upon request.
- c. Member Clubs, also known as 'Affiliate Clubs', must comply with the BDCC's Constitution, By-Laws, Members Code of Conduct and all other applicable policies and procedures at all times.
- d. Member Clubs will always be held responsible for the actions of their respective members and/or guests.
- e. Member Clubs will be held responsible for the actions of visiting teams. If visiting teams do not comply with BDCC rules, the General Manager and/or delegated employee has the right to evict them from the premises.
- f. All Member Clubs members and guests shall familiarise and obey the BDCC's Constitution, By-Laws and Members Code of Conduct Policy. Any member who fails to comply with these rules shall be dealt with according to the Disciplinary Procedures as per the BDCC's Constitution.

2. Membership Obligations

- a. Employees of the BDCC are permitted to become financial members of the club. No employee will hold any voting rights, no right to nominate or second a member for office, nor hold any office whilst employed.
- b. Members bringing persons into the club as guests shall accept full responsibility for the actions of those persons and shall be liable for all costs incurred as a result of that guests actions.
- c. A person shall not whilst on the premises willfully obstruct, disturb, interrupt or annoy any other person in their proper use and enjoyment of the premises.
- d. No paper or notice, written or printed, shall be laid on the tables or put up on the clubs noticeboard or anywhere in or about the clubs premises without the prior written approval of the General Manager.
- e. All persons using the club premises or any property of the club shall be deemed to do so at their own risk.
- f. Any person shall not disobey or comply with:
 - Any direction, instruction, request or requirement lawfully given or made by an authorised person in the discharge of their duty.
 - Any notice or sign posted, erected or displayed pursuant to these By-Laws, Members Code of Conduct and/or BDCC's Constitution.
- g. Upon request, any member shall satisfy any club official that they are a financial member and/or guest of a member.

- h. No person shall store articles or equipment in or on the club premises without the prior written approval from the General Manager and without having the owner's name attached thereto. Any such article or equipment left on the club premises for more than 30 days' shall be forfeited and may be disposed of by order of the General Manager. Proceeds from any disposal, if any, shall go to the club funds.
- i. Members who bring juveniles to the club remain responsible for any juveniles actions and shall ensure all juveniles are under constant adult supervision.
- j. Parents and/or guardians shall remain liable for any financial loss or damage to club property from juveniles in their care.
- k. Parents and/or guardians agree to indemnify the BDCC from liability and/or claim whilst children in their care utilise BDCC's facilities and surrounding leased area.
- l. All members and guests shall familiarise and obey the clubs Constitution, By-Laws and Members Code of Conduct Policy.
- m. Any member who fails to comply with these By-Laws shall be dealt with according to the Disciplinary Procedures as per the BDCC's Constitution.
- n. Any application for renewal of membership by a person who has been subject to disciplinary action in the past 3 years must be decided by the board of management.

3. Animals

- a. The BDCC permits pet dogs in outdoor dining areas only. Under no circumstance must a pet dog enter any inside areas of the club.
- b. All dogs must always remain on the ground. No boisterous and/or unruly behaviour will be tolerated.
- c. All dogs must always remain on a leash and next to their owner.
- d. Any excessively barking dogs (and their owners) will be asked to leave the premises.
- e. All dogs must leave the premises at sunset and/or at the request of any authorised person in the discharge of their duty.
- f. Any financial and/or non-financial damage incurred due to a pet dog's behaviour will be the dog owner's responsibility.
- g. All dog owners are responsible for cleaning up after their dogs. Failure to do so will result in immediate suspension from the Club.
- h. The BDCC accepts no liability and/or responsibility for the action of any pet dogs on the premises.

4. Register of Members

- a. Members shall advise the General Manager and/or delegated employee of their change of address, phone number and/or any other relevant contact details.
- b. The BDCC will make available the register of members upon request of any member. All requests must be made in writing to the General Manager.
- c. A member inspecting and/or making a copy of (or taking an extract from) the register is not entitled to remove the register from the premises.
- d. Any member wishing to view and/or copy the register must provide a statutory declaration setting out the purpose for which the viewing/copy and/or extract is required (and this must be directly connected with the affairs of the BDCC).

- e. If a printed copy of the register is required, the BDCC will provide a black and white copy at \$0.15 per page.
- f. The register of members will include each member's name and email address, or in the case of no email address being provided by the member, a postal address.
- g. Due to the volume of members and other administrative duties, the BDCC may take up to five (5) business days to provide the register of members, after written notice has been received.

5. Funding Approvals

- a. Any funding request exceeding \$2,500 (donation, sponsorship or similar) may only be approved by the Board of Management at a scheduled meeting. Funding will only be considered for not-for-profit organisations. Where the applicant has any affiliation with a BDCC board member, the request must be assessed at a scheduled board meeting, and the board's Conflict of Interest provisions must be applied.
- b. No sub-committee of the board of management is permitted to enter any financial agreements and/or make any purchases on behalf of the Club, prior to obtaining approval from the board of management.