

# BY-LAWS OF THE CAMMERAY CROQUET CLUB

These by-laws supplement the Cammeray Croquet Club Constitution.

## 1. FEES AND SUBSCRIPTIONS

### MEMBERSHIP FEES

- 1.1. There is no entrance fee for membership of Cammeray Croquet Club.
- 1.2. The subscription fee for full membership is \$147 for one year.
- 1.3. The subscription fee for social membership is \$20 for one year.
- 1.4. The subscription fee for golf croquet membership is \$27 for one year.  
All members except social members must be affiliated to Croquet NSW. The current fee for this is \$37. Those members who are affiliated through membership of another club do not have to pay this fee.
- 1.5. No Member shall be entitled to exercise the privileges of Membership unless he or she is fully financial.
- 1.6. Any person having been accepted as a Member shall be notified by the Hon Secretary, and if his/her subscription is not received within one month of such notice, the acceptance may be declared void.
- 1.7. Any Member who fails to pay fees before the end of March shall cease to be a Member
- 1.8. The membership fee is due on the 1<sup>st</sup>. January of each year.
- 1.9. For new members who join during the year, the membership fee for that year will be in proportion to the time remaining e.g. a new member joining in September will only pay one-third of the membership fee.
- 1.10. Full members may suspend their membership for a period of between 3 and 6 months at the discretion of the Committee if they are unable to play croquet for that period.

### PLAYING FEES

The lawn fees for playing are as follows:

Members: \$2 per day, with a maximum of \$6 per week (i.e. no further green fees are payable after three sessions in a week). The week starts on Sunday.

Night play (with lights) is \$3 per evening.

Visitors from other clubs: \$5 per day.

Night play for visitors: \$7 per evening.

## 2. CLASSES OF MEMBERSHIP

There are currently four classes of membership:

- 2.1. Full Membership: full members may play at any time, and have voting rights.
- 2.2. Life Membership: a life member has all the privileges of full members, but does not pay a membership fee. However, such members have to pay a CNSW affiliation fee if they play croquet at the club.
- 2.3. A Social Member shall be a person who has been a full Member or a person interested in the social life of the Club. Social Members may participate social events, but may not play croquet. They shall have no voting rights and cannot hold office.
- 2.4. Golf Croquet Membership is for those people who wish to play golf croquet on the days scheduled by the club. There will be no more than two scheduled golf croquet sessions per month. Golf Croquet Members may participate social events. They shall have no voting rights and cannot hold office.

## 3. ORGANISATION OF THE COMMITTEE

The Committee consists of the following offices:

President

Senior Vice President

Junior Vice President

Secretary

Treasurer

Games Captain

Lawns Manager

Equipment Officer  
Assistant Secretary  
Assistant Treasurer  
Social Secretary  
Housekeeper  
Gold/platinum representative  
Silver Representative  
Bronze/Beginner Representative

Committee Members may hold any two of the above offices but not more than two and will only have one vote on Committee decisions.

One member of the Committee shall be appointed to be the club's delegate to Croquet NSW

The Committee shall meet on the third Saturday of each month at 8.45 a.m..unless agreed otherwise by the Committee.

#### **4. DUTIES OF COMMITTEE MEMBERS**

The duties of the President, Secretary and Treasurer are defined in the Constitution.

**4.1. Vice President:** The Vice-President shall carry out the duties of the President should the President be absent, or if the President requests the Vice President to deputise on his/her behalf.

**4.2. Assistant Secretary:** Shall act as Hon Secretary in the absence of the Secretary and perform such duties as requested by the Committee.

**4.3. Assistant Treasurer:** Shall assist the Treasurer in any capacity as authorised by the Committee.

**4.4. Games Captain:** The Games Captain will arrange competitions, and organise CNSW, Club or other tournaments held on the Club lawns. The Games Captain will also encourage members to play regularly and enter events. The Games Captain has the right to appoint Managers to manage specified competitions subject to his/her overall control. The final decision as to the method of conducting competitions, time limits and nature of competitions is in the hands of the Club Committee.

**4.5. Social Secretary :** The Social Secretary will be responsible for the organisation of any social events held by the club.

**4.6. Housekeeper-Supervisor:** The Housekeeper-Supervisor shall be responsible for the maintenance of the Club-House and care of linen, crockery, cutlery, etc

**4.7. Lawns Manager:** The Lawns Manager shall attend to the maintenance of the lawns, arranging cutting, watering, setting of hoops etc.

**4.8. Equipment Officer:** The Equipment Officer shall have charge of the Club's sporting equipment. He/She will inspect equipment and inform the Club Committee of its state and the advisability of renewals etc.

**4.9. Formation of sub-committees:** Any of the committee members may form a subcommittee to help carry out their responsibilities. The members of these sub-committees will have no status on the club committee.

#### **4a: Audit Committee**

The Annual Financial Reports of the Club will be audited by a sub-committee consisting of at least one Committee member and at least one club member who is not a member of the Committee. The Treasurer and Assistant Treasurer are not eligible for the audit sub-committee. The Treasurer will provide the Financial Reports to the audit sub-committee at least two weeks before the Annual General Meeting. The report of the audit sub-committee will be provided to the Treasurer at least three days before the AGM, and the Treasurer will then present this report to the AGM.

## **5. ADDITIONAL OFFICERS OF THE CLUB**

The Committee will appoint three club members to form the Handicap Committee, which will have the power to review club handicaps.

## **5. CONDUCT OF MEMBERS:**

Members are expected to behave courteously at all times.

Flat soled shoes must be worn at all times on the lawns. When playing in competitions, club members are expected to wear predominately white and/or navy.

When leaving the clubhouse, members should ensure that lights are turned off, that the blinds are drawn down, and the door is locked.

## **6. NEW MEMBERS**

Candidates for membership will be offered six coaching lessons for a cost of \$50 for the course. The course will be given by an accredited coach.

While doing the lessons, the candidates will pay no lawn fees, and may, by arrangement, practise on the lawns outside the lessons.

On joining, members will be provided with a key which fits the gate, clubhouse and shed. This key must be kept secure, and not loaned to anyone. If lost, members will be charged \$10 for replacement keys.

## **7. CLUB COMPETITIONS**

The following club competitions are held each year:

Cammeray Birthday Tournament: handicap tournament open to all croquet players.

Club Championship: open to club members of all grades

Gold Championship: open to club members of gold or silver grade

Silver Championship: open to club members of silver or bronze grade

Bronze Championship: open to club members of bronze grade

Beginners Tournament: open to any croquet players who have competed in not more than two competitions

Ladies Handicap Championship: open to all lady members of the club

Men's Handicap Championship: open to all gentleman members of the club

There is also an award of the Stephen Howes Trophy for the most improved player each year. The winner must be a bronze or silver player and have their principal affiliation with the Cammeray Croquet Club

## **8. HIRE OF LAWNS**

The secretary will manage the private hire of the club premises and lawns. Lawns will only be hired out when there is no club event scheduled.

The standard fee for hire of the lawns will be \$15 per person for a duration of 4 hours, with a minimum fee of \$225.

These fees may be varied at the discretion of the Secretary if there are special circumstances e.g. hire to charities, reduced hire period, hire of only one lawn or hire of clubhouse alone.

There will be an extra fee of \$50 for hire of the lawns at night, when the lights are required.

Coaching of people who hire the lawns will be done at no charge.

## **9. PRIVACY POLICY**

Cammeray Croquet Club will follow the National Privacy Principles defined by the Office of the Federal Privacy Commissioner (Extracted from the Privacy Amendment (Private Sector) Act 2000)

Members of the club are expected to provide the following information:

- name
- address

- telephone number
- email address
- membership of other croquet clubs

Information regarding the croquet performance and abilities of members will also be recorded, including handicap, performance in tournaments and other games, qualifications as coach and referee etc.

Any such information on a member will be available to members of the club committee. It will be made available to other members of the club, and to Croquet NSW, unless specifically requested otherwise by the member.

Information about members will not be made available to anyone other than club members and CNSW except by specific permission from the member.

## **10 . CHANGING BY-LAWS**

The by-laws may be changed by a majority vote at a committee meeting.

27<sup>th</sup> April 2008

### **Amendment list:**

14 January 2008: first issue

27 April 2008: addition of clause 1.10 on suspension of membership

2 December 2008: change of membership and coaching fees

21 January 2009: addition of privacy policy

19 February 2011: addition of clause 4a, amendment of fees