

BY-LAWS OF
THE MCLEOD COUNTRY GOLF CLUB
Version 1.5

The Board of The McLeod Country Golf Club hereby makes the following By-Laws and Rules.

1. MEMBERSHIP

The criteria and categories of the Membership of the Club are as set out in Clauses 6 to 8 inclusive of the Constitution.

Further to the above, the Board has determined the following special conditions apply to membership: -

1.1 Further Rights and Obligations of various classes of Membership

The various categories of membership have the rights and obligations set out below under their respective headings;

Life Members

- Are entitled to free membership of the Club;
- Can enjoy such other privileges as are prescribed by the By-Laws;
- May be exempt from payment of any fee which the Board may decide;
- May use the Club's facilities at all times when the Club is open except when specifically prohibited by the Board or the By-Laws.

Perpetual Members

- Can enjoy such other privileges as are prescribed by the By-Laws;
- May use the Club's facilities at all times when the Club is open except when specifically prohibited by the Board or the By-Laws.

Ordinary Members

- Can use the Club's facilities and play on the golf course at all times when the Club is open except when specifically prohibited by the Board or the By-Laws.

Senior Members

- Can use the Club's facilities at all times when the Club is open except when specifically prohibited by the Board or the By-Laws;
- Can return to Senior Membership, on the payment of the appropriate fee, if Limited Membership is granted for health reasons.

Provisional Ordinary Members

- Can use the club's facilities at all times when the Club is open except when specifically prohibited by the Board or the By-Laws.

Daily Members

Have the same rights as ordinary members with the following exceptions:

- Can only play golf on the course on the following days:
Five Day Members - Monday to Friday, including public holidays.
Six Day Members - Sunday to Friday, including public holidays.
- May use any other of the Club's facilities at any time when the Club is open except when specifically prohibited by the Board or By-Laws.
- May play socially with the payment of the full green fee on days not listed in their membership.
- May play in Honour board events occurring on the competition days specified by their membership.

Student Members

- Can use the Club's facilities and play on the golf course at all times when the Club is open except when specifically prohibited by the Board or By-Laws.

Young Professional Members

- Can use the Club's facilities and play on the golf course at all times when the Club is open except when specifically prohibited by the Board or By-Laws.
- May play in Honour board events. Championship qualifying rounds count towards the 25 games while final rounds of Championships do not count towards 25 games.

Intermediate Members

- Can use the Club's facilities and play on the golf course at all times when the Club is open except when specifically prohibited by the Board or By-Laws.

Country Members

- Can use the Club's facilities at all times when the Club is open except when specifically prohibited by the Board or By-Laws;
- Live and continually live means: to permanently reside outside of the 100 kilometre radius from the Club;
- Competition games are restricted to 20 games per year.

Limited Members

- Can only use the Club's facilities when the Board determines;
- Cannot play in any Club competition;
- Cannot compete in any Club Honour board event.
- Must pay 75% of full green fees for social rounds

Temporary Members

- Can only use the Club's facilities when the Board determines;
- Can only be Temporary Members for at most one year.
- Cannot compete for any Honour board event but may compete in regular competitions;
- Shall have such other rights and restrictions as may be determined by the Board.

Honorary Members

- Can only use the Club's facilities when the Board determines;
- Can only be an Honorary Member for such period as the Board may determine except for Club employees who may remain Honorary Members only whilst employees of the Club;
- Can compete in any Club Honour board event but cannot win;
- Can play in Club competitions if they pay all Affiliation fees and the appropriate daily competition fees.

Clubhouse Members

- Can only use the Clubhouse when it is open;
- Will only remain a Member for the period shown on their membership card;
- May only use the golf course socially if full green fees are paid and when the Board determines;
- May not play in any competition or Honour board event as a Social member;
- Must, if wishing to become a Member of another category, make application and pay the applicable entrance, Subscription and other fees.

Gateway Members

- Must not have previously ever held a Golf link membership;
- Can use the Club's facilities and play on the golf course at all times when the Club is open except when specially prohibited by the Board or By-Laws;
- May hold an official club handicap after normal qualifying criteria is met;
- May play in competition including Honour board events;
- May be a Gateway Member for a maximum of 1 year and then must move to another category of membership.

Pay-As-You-Golf Members

- Can use the Club's facilities and play on the golf course at all times when the Club is open except when specially prohibited by the Board or By-Laws;
- May hold an official handicap after normal qualifying criteria is met;
- May not compete in Honour board events or Club Championships.
- Must pay the prescribed fee for all rounds of golf.

Social Club Members

- Can only use the Club's facilities when the Board determines;
- May hold an official club handicap after normal qualifying criteria is met;
- Cannot compete in any Club Honour board event except Anniversary Day;
- Social club members may submit 9-hole competition cards for use in keeping their handicap.
- Social Club members may not play in closed member only competitions unless invited to do so by the Board with an emailed invitation. For Sunday open competitions they must hold a handicap and may play as a visitor by paying green fees plus competition fees.
- Must pay 50% of the social green fee for social rounds.
- Member's guests pay full social green fees.
- Can play in any 9-hole open competitions at McLeod providing they hold a handicap.

Corporate Member

- Must pay the fee prescribed by the Board;
- Can only use the Club's facilities when the Board determines;
- Can have playing rights as determined by the Board; and
- Can have the number of persons determined by the Board included in the Corporate Membership.

2. FEES

Entrance fees, subscription fees and other fees shall be as set annually following the preparation of the budget for the coming year. Fees will be invoiced to members at least 30 days prior to the end of the financial year.

(A) Refund of Nomination Fees

Nomination fees will be refunded if a nomination is rejected or withdrawn.

(B) Refund of Fees

No refund of fees shall be granted by the Board if a member resigns. See Clause 11.6 of the Constitution.

Members who pay by periodic payment must pay the Club in full when they retire.

Retirement does not excuse their debt responsibilities.

(C) Levies

The Board may make the following levies upon all or any of the categories of Members except Life Members, Honorary Members, Student Members, Junior Members and Temporary Members. The Board will have the power to differentiate as to the amount of such levy payable by various categories of member:

1. An annual levy shall be deemed to be included in and form part of the annual subscription of any and every category of membership.
2. An extraordinary levy may be applied at any time to cover an unforeseen expense in the Club which cannot be covered by income received.

Any levy imposed on a Perpetual Member may be deemed by the Board to be not payable by that member if the Perpetual Member is a non-playing member of the Club or no longer has an active handicap.

(D) Competition Fees

The Board shall determine the contribution to be paid to the Club for all competitions held on the course and shall have the power to differentiate as to the amount of such contribution payable by the various competitions organized by the various Committees.

The Club shall collect all competition fees and rebate an amount representing the value for prizes and the ball rundown as required to the following Committees;

Ladies Match Committee;
Men's Match Committee;
Senior Ladies Committee;
Veteran's Committee.

(E) Life, Honorary and Perpetual Members' Fees

Life, Honorary or Perpetual Members are required to pay any fees that are payable by the Club on their behalf e.g. affiliation fees, insurance fees.

(F) Clubhouse Membership Fees

Social membership fees shall be determined by the Board and shall be paid annually.

3. LIMITATION OF NUMBER OF MEMBERS

In accordance with Clause 7.2 of the Constitution, the Board may limit the number of members of any class of membership.

4. COMMITTEES

In accordance with Clause 29 of the Constitution, the Board shall appoint Committees, after calling for nominations from interested and appropriately qualified Members, to cover Club activities associated with Finance, Greens, House and Match. The number of members required for a committee shall be determined by the Board upon the recommendation of the Chairperson of the respective Committee. A committee may form any number of sub committees as required. All committees shall report to the Board. The President and Vice-President shall be ex-officio members of all Committees in accordance with Clause 29.3.

(A) Finance Committee

1. The Finance Committee shall be chaired by the Treasurer and be responsible for:

- (i) Overseeing the preparation of annual expenditure and income budgets.
- (ii) The review of all expenditure proposals received from other committees to ensure that funds are available and that the proposed expenditure is in accordance with the approved budget, and to make appropriate recommendations to the Board.
- (iii) The review of monthly expenditure and income cash flow statements indicating progress against budget and highlighting potential problem areas.
- (iv) Overseeing the administration and business practices of the Club, instituting remedial measures as necessary and ensuring that all claims upon the Club have been duly authorised by responsible officers.

2. Purchase limits – approved by the Board 2021.

- Committee expenses up to and including \$2,000, quotes required as deemed by Committee, approval by Manager, Treasurer, Captains, Veterans or Senior Ladies Committee with Treasurer.
- Expenses greater than \$2,000 and up to and including \$5,000 – Two quotes required, approval by Manager or Finance Officer, Fellows, Veterans or Senior Ladies Committee with Treasurer or one other Board member.
- Between \$5,001 and including \$7,500– 3 A minimum of 2 quotes to be received and considered by finance committee for approval, and ratified by

the board. Finance Committee can request a 3rd quotation if considered necessary. Committees should provide evidence supporting their preferred choice.

- Above \$7,500 – 3 quotes to be received and considered by the finance committee, recommendation to be sent to board of directors for final approval. Committees should provide evidence supporting their preferred choice.

(B) Greens Committee

The Greens Committee shall be chaired by the Greens Director and be responsible for:

- (i) Ensuring the course is maintained and presented in a satisfactory manner for the benefit of Members and Visitors.
- (ii) Preparation of the Course Master Plans and proposals therefrom, and associated costs for ongoing course improvements and modifications for consideration, firstly by the Finance Committee, and then the Board.
- (iii) Advising the Match Committee of course conditions or projects which, in the opinion of the Greens Committee, require protection by a local rule or some other remedy.
- (iv) Chairing regular meetings with the Green's Superintendent and Committee.

(C) House Committee

The House Committee shall be chaired by the Vice-President and shall be responsible for:

- (i) Ensuring that the Clubhouse and immediate surrounds are maintained in a satisfactory manner for the benefit of all members and their guests.
- (ii) Preparation of plans and proposals, and associated costs for clubhouse improvements and modifications for consideration, firstly by the Finance Committee, and then the Board.
- (iii) Planning and preparing social events for members and their guests in conjunction with the Manager and Caterer.

(D) Match Committee

The Match Committee shall be chaired by the respective Ladies and Men's Captain and shall be responsible for:

- (i) The number of Voting Members appointed to each of their committees and the appointment of a Vice Captain. The method of appointment is by nomination in accordance with Clause 29.2 of the Club's Constitution.
- (ii) The preparation and circulation of the annual fixtures program of events for members and shall include:
 - the distribution of the various types of competitions throughout the year that will maintain the interest of all playing Members;
 - the alignment of events with sponsors;
 - the timing throughout the year of Honour board events including the various Club Championships;
 - adjusting the timing of previously advertised events when circumstances prevent the original planning to be achieved; and
 - allocating on course time to Brisbane District Golf Associations for the conduct of inter-club pennants.

- (iii) Determining and circulating in advance the conditions under which competitions shall be played and adjudicating on all disputes arising from competitions and matches.
- (iv) The selection of individuals, teams and team captains to represent the club as and when required.
- (v) The determination of and variation to, local rules as deemed necessary and the assessment of the course rating.
- (vi) Ensuring that trophies and prizes comply with the Rules of Golf.
- (vii) Interface with the clubs competition software to ensure that:
 - booking sheets correctly reflect the upcoming events;
 - competitions are correctly set up;
 - club house leaderboards are displaying the correct results;
 - completed score cards are uploaded to Golf Link in a timely manner; and
 - competition reports are generated at the close of play.
- (viii) The appointment of a Junior Committee.
- (ix) Liaising with the Course Superintendent on matters pertaining to course setup.
- (x) Each of the Ladies Match and Men's Match Committees will have their operating funds deposited to a separate bank account and be responsible for the budgeting of the funds for the provision of running their respective competitions and any other matters relevant to their respective responsibilities.

(E) Appeals Committee

The five (5) Members of the Appeals Committee shall be appointed by the Board at the first meeting following the AGM. The Appeals Committee will carry out its functions as prescribed by Clause 17 of the Constitution.

(F) Senior Ladies Committee and Veterans Committee:

There will be a Senior Ladies Committee and a Veterans Committee for the purposes of organizing golf competitions for Members of their respective group. The Senior Ladies and Veterans Committees will have a Charter under which to operate and will be chaired by their respective Captains.

(G) The Board may establish other committees from time to time for various purposes as outlined in Clause 29 of the Constitution.

6. GENERAL

(A) Complaints

All complaints shall be in writing to the Secretary and be signed by the complainant.

(B) Motorised Buggies

The owning of Motorised Buggies by the membership is covered under the Buggy Policy and the Good Neighbour Buggy Policy. The Buggy Shed Storage Policy deals with the obligations of owners while storing their buggy on McLeod Country Golf Club's property. All buggy users shall hold a valid driver's license and where necessary a medical certificate stating they are capable of driving.

(C) Valuables

The Club shall not be held responsible for the loss of any valuables left in or around the Club by members or visitors.

7. CLUBHOUSE

The clubhouse shall be open to Members during its usual trading hours unless notified to the contrary by the Board.

(A) Liquor:

The sale of alcohol on the Club's premises is limited by its liquor license and the relevant legislative provisions controlling the sale and supply of alcohol.

No person shall be permitted to supply or consume liquor on the club's premises, including the course, other than liquor purchased from the club.

(B) Gaming:

Poker machines operated at the club shall be under the rules of the *Gaming Machine Act 1991*.

A person under the age of 18 years is not permitted in the Club's gaming area.

(C) Food:

No person shall be permitted to supply or consume food in the clubhouse other than that purchased from the Club or the Club's caterers.

8. RULES OF PLAY

The Rules of Golf shall be followed unless modified by the local rules of the Club. Definitions of the various games played appear in the fixture book.

9. OTHER POLICIES AND PLANS

The Board may from time to time implement policies relevant to the administration and operation of the Club. The Club's policies relevant to its membership will appear on the Club's web page for the information of Members.

10. ETIQUETTE

General information on Etiquette is provided on the Club's web page for the information of Members.