

# NORTH SHORE BRIDGE CLUB INC

## RULES

### PART I - PRELIMINARY INTERPRETATION

1 (1) The name of the association to which these Rules apply is North Shore Bridge Club Inc. (herein referred to as "the Club") being an association registered pursuant to the provisions of the Act and the Regulations hereinafter referred to.

(2) In these Rules, except insofar as the context or subject-matter otherwise indicates or requires -

"The Act" means the Associations Incorporation Act, 1984;

"Committee member" means a member of the Committee pursuant to Rule 13 (1);

"Director-General" means the Director-General of the Department of Fair Trading.

"member" means a financial member of the Club;

"Special general meeting" means a general meeting of the Club other than an annual general meeting;

"The Regulations" means the Associations Incorporation Regulations, 1999.

(3) In these Rules:-

(a) a reference to a function includes a reference to a power, authority and duty; and

(b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.

(4) The provisions of the Interpretation Act, 1897, apply to and in respect of these Rules in the same manner as those provisions

(5) Any record required or permitted to be kept by the Club may be kept electronically.

(6) Any notice required or permitted to be given by a member to the Club may be given by email, addressed to the Club at the address generally used by the Club from time to time; and any notice required or permitted to be given by the Club to a member may be given by email to a member, provided that the member has agreed with the Club to accept notices by email, and provided that the notice is sent to the address provided by the member. In each such case the notice shall be deemed for the purpose of these Rules to have been received on the next day after it was sent, not being a Saturday, Sunday or public holiday.

## OBJECTS

2 To stimulate interest and proficiency in and promote the development and mastering of the game of Bridge by: -

(a) Providing facilities and guidance for the proper conduct of the game and practice of Bridge

(b) Providing tuition facilities in the field of Bridge;

(c) Organising, fostering and participating in Bridge tournaments and other competitions;

(d) Co-operating with other persons and associations having identical or similar objects;

(e) Engaging in such other activities in the field of Bridge and associated card games as a general meeting of the Club shall at any time and from time to time deem fit.

### PART II – MEMBERSHIP

#### MEMBERSHIP QUALIFICATIONS.

3 A person is qualified to be a member of the Club if, but only if -

(a) the person is a person referred to in section 15 (1) (a), (b) or (c) of the Act and has not ceased to be a member of the Club at any time after incorporation of the Club under the Act; or

(b) the person is a natural person who -

(i) has been nominated for membership of the Club as provided by Rule 4, and

(ii) has been approved for membership of the Club by the Committee of the Club.

#### NOMINATION FOR AND ADMISSION TO MEMBERSHIP

4 (1) ORDINARY MEMBERSHIP

(a) Ordinary membership of the Club shall be open to any person nominated in writing by two members and admitted to membership by the Committee, which shall have full discretion in deciding upon admission.

(b) The Committee shall not be bound to disclose its reasons for refusing admission to a duly nominated person.

(c) A person shall not become a member before paying the membership fee.

(d) A person who has been a member but whose subscription is overdue may regain membership either: -

(i) by paying the overdue subscription by the date of the annual general meeting; or

(ii) by making a fresh application for membership, paying the current joining fee and year's subscription and obtaining Committee approval of his or her application.

**(2) HONORARY MEMBERSHIP**

Honorary membership may be granted to a person or persons at the discretion of the Committee.

**(3) HONORARY LIFE MEMBERSHIP**

(i) An ordinary member may be elected an Honorary Life Member at a general meeting of the Club subject to the requirement that a nomination for Honorary Life Membership must have received the prior approval of the Committee

(ii) The Committee shall have and exercise absolute discretion to approve or to decline any nominations for Honorary Life Membership and the Committee shall not be required to furnish or disclose any reason for any such approval or otherwise.

(iii) An Honorary Life Member shall be entitled to all the privileges and be subject to all the duties of a member during his or her life without any further payment of annual subscriptions.

**(4) TEMPORARY MEMBERSHIP**

Temporary membership shall notwithstanding the provisions applying to other forms of membership but otherwise subject to these Rules be available to any person approved by a member of the Committee on the conditions that such persons shall: -

(a) be residing permanently outside the County of Cumberland;

(b) be nominated by a member or the Club;

(c) be eligible to compete on the same terms as ordinary members in all events other than Club championships (for which temporary members shall be ineligible both as contestants and as substitutes);

(d) upon payment of the fee determined by the Committee receive a temporary membership card valid for three (3) months entitling such person to temporary membership upon the conditions of this Clause; and

(e) be entitled to renew their temporary membership on the conditions hereof but not more than once within any period of twelve (12) months.

**CESSATION OF MEMBERSHIP**

5 (1) A person ceases to be a member of the Club if the person: -

(a) dies;

(b) resigns that membership in accordance with Rule 5(2) below ; or

(c) is expelled from the Club; or

(d) fails to pay the membership subscription pursuant to Rule 8.

(2) A member is not entitled to resign their membership except in accordance with this rule.

(a) A member who has paid all amounts payable by the member in respect of the member's membership may resign from membership by first giving to the Honorary Secretary written notice of at least one month (or such other period as the Committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.

(b) If a member ceases to be a member under clause 5(2)(a), and in every other case where a member ceases to hold membership, the Public Officer shall cause an appropriate entry to be made in the register of members recording the date on which the member ceased to be a member.

**MEMBERSHIP ENTITLEMENTS NOT TRANSFERABLE.**

6 A right, privilege or obligation which a person has by reason of being a member of the Club:

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(a) is not capable of being transferred or transmitted to another person;

(b) terminates upon cessation of the person's membership.

**REGISTER OF MEMBERS.**

7 (1) The Public Officer of the Club shall cause a register of members of the Club to be established and maintained specifying the name and address of each person who is a member of the Club together with the date on which the person became a member.

(2) The register of members shall be kept at the principal place of administration of the Club and shall be open for inspection, free of charge, by any member of the Club at any reasonable hour.

## **FEES AND SUBSCRIPTIONS.**

8 (1) (a) Every ordinary member shall be liable to pay in advance in each calendar year an annual membership subscription, in such amount as the Committee shall from time to time determine. The subscription shall be paid not later than the date of the annual general meeting, except in the case of members admitted after that date.

(b) (Deleted)

(2) (a) The Committee may from time to time determine the amount of the joining fee and/or the subscription fee payable by ordinary or temporary members, and may do so in respect of a period it specifies.

(b) The amount of the annual subscription fee shall be the amount of the fee determined by the Committee, together with any levy payment by the Club to any other entity in respect of the individual member.

(3) Reduced subscriptions at a rate determined by the Committee shall be available for:-

(a) members permanently residing outside the County of Cumberland during the period of their residence outside the said County;

(b) members holding and producing to the Club a current medical entitlement card issued by the Department of Social Security; and

(c) members who are full-time students under the age of 23 years until they cease to be full-time students or attain the age of 23 years.

(4) Any member whose annual membership subscription is not paid by the date of the immediate next annual general meeting shall be deemed to have thereupon ceased to be a member.

## **MEMBER'S LIABILITIES**

9 The liability of a member of the Club to contribute toward the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by Rule 8.

## **DISCIPLINING OF MEMBERS**

10 (1) Where the committee is of the opinion that a member may:

- (a) have persistently refused or neglected to comply with a provision or provisions of these Rules, or
- (b) have persistently and/or wilfully acted in a manner prejudicial to the interests of the Club

the committee may cause a notice to be sent to the member calling upon the member to show cause why the member should not be disciplined for misconduct.

(2) That notice shall advise the member of the date, time and place at which the committee will meet to consider the matter, and shall advise the member of the substance of the matters that might be taken to constitute the misconduct in question. The notice shall also advise the member that the member may either attend and speak at the meeting, or make representations before or at the meeting, or do all or any those things.

(3) The meeting shall be held not less than 14 days nor more than 28 days after the date on which the notice is deemed for the purpose of these Rules to have been received.

(4) The notice may be given by email if Rule 1(6) applies, and otherwise shall be given by pre-paid post, in which event it shall be taken to have been received on the day two days next after it was posted, not being a Saturday, Sunday or public holiday.

(5) At the meeting the committee shall give to the member the opportunity to make oral representations, shall give due consideration to any representations presented to the committee before or at the meeting, and may by resolution decide whether the member should be disciplined.

(6) If the committee is satisfied that the member should be disciplined, the committee may suspend the member for a period not exceeding 3 months, or expel the member.

(7) The member may appeal to a general meeting of the Club members against a resolution that the member be expelled, by giving a written notice to the club within 7 days of the resolution. That notice of appeal may be given in the manner mentioned in Rule 1(6), or by delivery to any Office Bearer, as described in Rule 13, or by delivery to the person employed by the Club as manager. Upon receipt of such a notice the Club shall convene a general meeting, which shall be held within one calendar month of the receipt of the notice and the resolution to expel the member does not take effect until the meeting is held, and the resolution of the committee is confirmed by a special resolution of the members.

**RIGHT OF APPEAL OF DISCIPLINED MEMBER  
IN RESPECT OF RESOLUTION FOR EXPULSION.**

11 (1) A member may appeal to the Club in general meeting against a resolution of the Committee to expel such member which is confirmed under Rule 10 (4), within seven (7) days after notice of the resolution is served on the member, by lodging with the Honorary Secretary a notice to that effect.

(2) Upon receipt of a notice from a member under sub-clause (1), the Honorary Secretary shall notify the Committee which shall convene a general meeting of the Club to be held within twenty-one (21) days after the date on which the Honorary Secretary received the notice.

(3) At a general meeting of the Club convened under sub-clause (2) –

- (a) no business other than the question of the appeal shall be transacted;
- (b) the Committee and the member shall be given the opportunity to state their respective cases orally and/or in writing; and
- (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

(4) If at the general meeting the Club passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

**PART III - THE COMMITTEE**

**POWERS, ETC., OF THE COMMITTEE**

12 The Committee shall be called the Committee of management of the Club and, subject to the Act, the Regulations and these Rules and to any resolution passed by the Club in general meeting –

- (a) shall control and manage the affairs of the Club;
- (b) may exercise all such functions as may be exercised by the Club other than those functions that are required by these Rules to be exercised by a general meeting of members of the Club; and
- (c) has power to perform all such acts and do all such things as appear to the Committee to be necessary or desirable for the proper management of the affairs of the Club.

**CONSTITUTION AND MEMBERSHIP**

13 (1) Subject to the provision of Rule 14(4)(a)(v), the management of the affairs of the Club shall be vested in the Committee consisting of the following Office Bearers being members of the Club; the President, the Vice-President, Honorary Secretary, Honorary Treasurer, no less than two and no more than three councillors. No member shall be eligible for the position of President or Vice-President without having first served on the Committee of this or another Bridge Club or Bridge Association for at least one (1) year.

(2) The Committee shall at all times be subject to the control and direction of a general meeting.

(3) No direction of the general meeting shall invalidate any previous lawful action taken by the Committee if such action be not contrary to these Rules and to any previous direction of a general meeting.

(4) No person shall hold the office of President for more than three (3) years in succession, but a previous President may nominate again for the position of President after the term of office of the following President is complete.

(5) All property and records including, but without detracting from the generality of the foregoing, all vouchers, receipts, books of accounts and correspondence, shall be under the control of the Committee who may at any time and from time to time call upon any person having the custody thereof to deliver any such property or records to the Club's premises within the time specified by the Committee.

**ELECTION OF COMMITTEE MEMBERS**

14 (1) Subject to sub-clause (4) the Committee shall be elected at every annual general meeting and shall hold office until the conclusion of the election of the Committee at the next annual general meeting.

(2) Subject to sub-clause (4) (a) (v) no member shall be elected as Office Bearer unless such member's written nomination for a specific office with the Committee signed by a proponent and seconder and endorsed by the nominee to signify his or her acceptance of the nomination is received by the Committee as provided in Rule 24 (d) not later than seventy-two (72) hours before the appointed time for the holding of the annual general meeting.

(3) (a) Promptly upon the dispatch of the notices of the annual general meeting the Committee shall cause to be displayed upon the Club premises a List of Members nominated for election of Office Bearers consisting of: -

- (i) the name of the nominee;
  - (ii) the names of the proponent and seconder;
- and

(iii) the specific office within the Committee for which the nominee has been nominated.

(b) Upon due receipt of a due nomination the Committee shall promptly cause to be entered upon the list referred to in (a) hereof the details set out therein.

(4) (a) (i) The meeting shall successively proceed to the election of each individual Office Bearer by poll.

(ii) If insufficient nominations are received to fill all vacancies on the Committee, the candidates nominated are taken to be elected.

(iii) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.

(iv) Notwithstanding anything herein before contained, any unsuccessful nominee may be elected – with his or her consent – to another office within the Committee other than the office of the President.

(v) If no due nomination is available for a specific office within the Committee any member present in person at the annual general meeting may be proposed and seconded at the meeting and such nomination, if consented to by the nominee, shall be deemed to be a due nomination. If insufficient further nominations are received, any vacant positions remaining on the Committee are taken to be casual vacancies.

(b) In the case of an equal vote a draw conducted by the presiding officer shall decide in matters of election of Office Bearers.

(5) (a) In the case of a casual vacancy for any Office Bearer the remaining members of the Committee shall have the right to co-opt any member of the Club to fill the vacancy and to hold the office until the conclusion of the election of the Committee at the next annual general meeting.

(b) If casual vacancies result in only councillors remaining as members of the Committee the councillors shall promptly: -

(i) exercise the powers referred in (a) hereof;

(ii) elect from among themselves and/or the co-optees an Acting President and an Acting Vice-President, and an Acting Honorary Secretary and an Acting Honorary Treasurer. The persons so elected shall be deemed to have been duly elected accordingly by the previous annual general meeting; and

(iii) convene a special general meeting of the Club for the purpose of electing a new Committee.

#### **HONORARY SECRETARY**

15 (1) The Honorary Secretary of the Club shall, as soon as practicable after being appointed as Honorary Secretary, lodge notice with the Club of his or her address.

(2) It is the duty of the Honorary Secretary to keep minutes of -

(a) all appointments of Office-Bearers and members of the Committee

(b) the names of members of the Committee present at a Committee meeting or a general meeting; and

(c) all proceedings at Committee meetings and general meetings.

(3) Minutes of proceedings at a meeting shall be signed by the person presiding at the meeting or by the person presiding at the next succeeding meeting.

#### **HONORARY TREASURER**

16 It is the duty of the Honorary Treasurer of the Club to ensure that –

(a) all money due to the Club is collected and received and that all payments authorised by the Club are made, and

(b) correct books and accounts are kept showing the financial affairs of the Club including full details of all receipts and expenditure connected with the activities of the Club.

#### **CASUAL VACANCIES**

17 For the purpose of these Rules a casual vacancy in the office of a member of the Committee occurs if the member –

(a) dies;

(b) ceases to be a member of the Club;

(c) becomes an insolvent under administration within the meaning of the Corporation Law;

(d) resigns office by notice in writing given to the Honorary Secretary;

(e) is removed from office under Rule 18;

- (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with under any law relating to mental health; or
- (g) is absent without the consent of the Committee from all meetings of the Committee held during a period of six (6) months.

### **REMOVAL OF COMMITTEE MEMBER**

- 18 (1) The Club in general meeting may by resolution remove any member of the Committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) Where a member of the Committee to whom a proposed resolution referred to in subclause (1) relates makes representations in writing to the Honorary Secretary or President (not exceeding a reasonable length) and requests that the representations be notified to the members of the Club, the Honorary Secretary or the President may send a copy of the representations to each member of the Club or, if they are not so sent, the member is entitled to require that the representations be read out at the general meeting at which the resolution is considered.

### **MEETINGS AND QUORUM**

- 19 (1) The Committee shall meet at least four (4) times in each period of twelve (12) months at such places and times as the Committee may determine.
- (2) Additional meetings of the Committee may be convened by the President or by any duly authorised member of the Committee.
- (3) Oral or written notice of a meeting of the Committee shall be given by the Honorary Secretary to each member of the Committee at least forty-eight (48) hours (or such other period as may unanimously be agreed upon by the members of the Committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under sub-clause (3) shall specify the general nature of the business to be transacted at the meeting.
- (5) Any four (4) members of the Committee constitute a quorum for the transaction of the business of a meeting of the Committee.
- (6) No business shall be transacted by the Committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present, the meeting stands adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.
- (8) At a meeting of the Committee –
- (a) the President or, in the President's absence, the Vice-President shall preside; or
- (b) if the President and the Vice-President are absent or unwilling to act such one of the remaining members of the Committee as may be chosen by the members present at the meeting shall preside.
- (c) In the case of deadlock, the person presiding shall have a casting vote.

### **DELEGATION BY COMMITTEE TO SUBCOMMITTEE**

- 20 (1) The Committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Club as the Committee thinks fit) the exercise of such of the functions of the Committee as are specified in the instrument, other than –
- (a) This power of delegation; and
- (b) a function which is imposed on the Committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this Rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Notwithstanding any delegation under this Rule, the Committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this Rule has the same force and effect as it would have if it had been done or suffered by the Committee.
- (6) The Committee may, by instrument in writing, revoke wholly or in part any delegation under this Rule.
- (7) A sub-committee may meet and adjourn as it thinks proper.

## **VOTING AND DECISIONS**

21 (1) Questions arising at a meeting of the Committee or of any sub-committee appointed by the Committee shall be determined by a majority of the votes of members of the Committee or sub-committee present at the meeting.

(2) Each member present at a meeting of the Committee or of any sub-committee appointed by the Committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

(3) Subject to Rule 19 (5), the Committee may act notwithstanding any vacancy on the Committee.

(4) Any act or thing done or suffered, or purporting to have been done or suffered, by the Committee or by a sub-committee appointed by the Committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Committee or sub-committee.

## **PART IV – GENERAL MEETINGS.**

### **ANNUAL GENERAL MEETING – HOLDING OF**

22 (1) The annual general meeting of members shall be held once in every year not later than the 31st day of March.

(2) Sub-clause (1) has effect subject to any extension or permission granted by the Director-General under the Act.

### **ANNUAL GENERAL MEETINGS – CALLING OF AND BUSINESS AT**

23 (1) The annual general meeting of the Club shall, subject to the Act and to Rule 22, be convened on such date and at such place and time as the Committee thinks fit.

(2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting shall be –

(a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting;

(b) to receive from the Committee reports upon the activities of the Club during the last preceding financial year;

(c) to elect Office-bearers of the Club and councillors of the Committee and Auditors and Honorary Solicitor.

(d) to receive and consider any statement which is required to be submitted to members pursuant to the Act;

(e) To consider any resolution moved and seconded in writing by any member and submitted to the Committee before the end of the month of January, or any resolution of which members have had fourteen (14) days notice in writing; and

(f) to consider any matter submitted by any member to and at the meeting with the consent of the meeting.

### **SPECIAL GENERAL MEETINGS – CALLING OF**

24 Any general meeting other than the annual general meeting shall constitute a special general meeting.

(a) The Committee may – and upon a requisition signed by not less than ten percent (10%) of the members the Committee shall – convene a special general meeting.

(b) The requisition to convene a special general meeting shall state the purpose(s) for which the meeting is to be called.

(c) The notice convening the special general meeting shall state the purpose(s) for which the meeting has been called and no other matter shall be dealt with at the special general meeting concerned.

(d) The requisition shall be delivered to the Club by email, in the manner provided for in rule 1(6), or by delivering it to any Office Bearer, as defined in rule 13(1), or by delivering it to the person employed by the Club as manager.

(e) Upon receipt of a requisition to convene a special general meeting the Committee shall at its next meeting held within twenty-one (21) days convene the general meeting for a date not later than one calendar month from the date of such Committee meeting.

(f) Should the Committee fail duly to convene the special general meeting any three (3) signatories to the requisition referred to in sub-clause (a) hereof may convene the meeting.

## **PROVISIONS APPLICABLE TO GENERAL MEETINGS.**

- 25 (a) The meeting shall take place at such reasonable time and place as the Committee shall determine.
- (b) At least fourteen (14) days notice shall be given to all members. The notice of an annual general meeting shall be accompanied by a copy of the Balance Sheet and Statement of Accounts as at the immediately preceding 31st December, and shall specify the resolution(s) if any submitted by the Committee in terms of Rule 23 (2) (e).
- (c) The accidental omission to give notice to some member or the accidental failure by some member to receive the notice shall not invalidate the meeting or the proceedings thereof.
- (d) The quorum shall be at least three percent (3%) of the members present in person.
- (e) The President – and in his or her absence or inability or unwillingness to act – the Vice-President shall preside at the general meeting failing which a member elected by the members shall preside at the meeting. In the case of a deadlock the person presiding shall have a casting vote.
- (f) Except as otherwise in these Rules provided all resolutions shall be decided by a show of hands unless a poll – prior to or upon the declaration of the result of the show of hands – is demanded by at least three (3) members present in person. If a poll is not duly demanded the declaration by the person presiding as to the result of the show of hands shall constitute conclusive evidence as to such result.
- (g) A poll if duly demanded shall be taken promptly on the subject of election of a person to preside thereat or on a question of adjournment of either the meeting or of a matter under discussion or about to be dealt with by the meeting. A poll in respect of any other matter may be taken at such time and in such manner as the meeting may determine.
- (h) A member may vote personally or by proxy who is a member. No member may be proxy for more than one member.
- (i) No member shall have the right to vote as proxy unless the duly signed instrument of proxy is received – in the meaning of Rule 24 (d) – by the Committee at least twenty four (24) hours prior to the advertised date and time of the meeting. A valid instrument of proxy is a proxy form supplied along with the notice of meeting which must have been signed by both the member and his/her proxy holder.
- (j) In the case of an adjournment of a meeting: -
- (i) the members present personally or by proxy at the commencement of and during the adjourned meeting shall be deemed to have received notice of the adjournment and of the time and place of the continuation of the meeting and no other notice need be given to any member.
- (ii) the quorum at the continuation of the meeting shall be two percent (2%) of the members present or by proxy; and (iii) no business shall be dealt with at the continuation of meeting other than the business left unfinished at the adjourned meeting.

## **SPECIAL RESOLUTION**

- 26 A resolution of the Club is a special resolution if –
- (a) it is passed by a majority which comprises not less than three-quarters of such members of the Club as being entitled under these Rules so to do, vote in person or by proxy at a general meeting of which not less than twenty-one (21) days written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these Rules; or
- (b) where it is made to appear to the Director-General that it is not possible or practicable for the resolution to be passed in the manner specified by paragraph (a) if the resolution is passed in a manner specified by the Director-General.



## **PART V – MISCELLANEOUS**

### **INSURANCE**

- 27 (1) The Club shall effect and maintain insurance pursuant to the Act.  
(2) In addition to the insurance required under Clause (1), the Club may effect and maintain other insurance.

### **FUNDS SOURCE AND MANAGEMENT.**

- 28 (1) The funds of the Club are to be derived from joining fees, table fees and annual subscriptions of members, donations and, subject to any resolution passed by the Club in general meeting, such other sources as the Committee determines.  
(2) Subject to any resolution passed by the Club in general meeting, the funds of the Club shall be used in pursuance of the objects of the Club in such a manner as the Committee determines and the Committee shall have power to receive and disburse monies and other assets in furtherance of the objects of the Club.  
(3) All money received by the Club shall be deposited as soon as practicable to the credit of the Club's bank account.  
(4) The Club shall, as soon as practicable after receiving any money, issue an appropriate receipt.  
(5) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any two (2) members of the Committee or employees of the Club, being members or employees authorised to do so by the Committee.  
(6) The income and property of the Club whencesoever derived shall be applied solely towards the promotion of the objects of the Club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever by way of profit to members of the Club provided that nothing herein shall prevent the payment in good faith of remuneration to any officer or servant of the Club or to any member of the Club in return for any services actually rendered to the Club or reasonable and proper rent for premises let by any member to the Club.

### **ALTERATION OF OBJECTS AND RULES**

- 29 The statement of objects and these Rules may be altered, rescinded or added to only by a special resolution of the Club pursuant to Rule 26.

### **COMMON SEAL**

- 30 (1) The common seal of the Club shall be kept in the Custody of the Public Officer.  
(2) The common seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the common seal shall be attested by the signatures either of two (2) members of the Committee or of one (1) member of the Committee and of the Public Officer or Honorary Secretary.

### **CUSTODY OF BOOKS, ETC**

- 31 Except as otherwise provided by these Rules, the Public Officer shall keep in his or her custody or under his or her control all records, books, securities and other documents relating to the Club.

### **INSPECTION OF BOOKS**

- 32 The records, books and other documents of the Club shall be open to inspection, free of charge, by a member of the Club at any reasonable hour, provided that appropriate prior written notice has been given by such member.

### **SERVICE OF NOTICES**

- 33 (1) For the purpose of these Rules, a notice may be served by or on behalf of the Club upon any member either personally or by sending it by post to the member at the member's address shown in the register of members.  
(2) Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these Rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

## **CLAIMS BY MEMBERS**

34 No person who ceases to be a member of the Club from any cause whatsoever shall have any claim, monetary or otherwise upon the Club, its funds or its property.

## **TOURNAMENTS**

35 The Committee shall appoint one or more members as a Tournament Committee who shall be empowered to enforce the rules and etiquette of the game of Bridge. The decision of such Tournament Committee shall be final subject to the right of appeal to the State or National body, as set out in the regulations of those bodies and in the Laws of Duplicate Contract Bridge.

## **BY-LAWS**

36 The Committee may from time to time make, repeal and amend such by-laws (not being inconsistent with these Rules) as it shall think expedient for the internal management of the Club. The by-law(s) shall come into force upon the expiry of fourteen (14) days from the publication thereof on the Club notice board, and shall remain in force until repealed or altered by the Committee or set aside or altered by a general meeting.

## **SURPLUS PROPERTY**

37 If a resolution for the winding up of the Club shall be passed at a general meeting or if the Club is otherwise wound up in accordance with the Act, the surplus property of the Club is to be distributed, subject to the approval of the Director-General pursuant to Section 53 of the Act, being in favour of another club which has objects the same as or similar to those of the Club.

Approved at the Annual General Meeting March, 2004.  
Amended at a Special General Meeting 13 January 2007  
Amended at the annual general meeting 29 March 2008