

North Queensland Club.

Bylaws.

These bylaws are made pursuant to the power vested in the committee by rule 27 of the club rules. All members are obliged to abide by the rules and bylaws by rule 8 of the club rules.

1. No member or associate shall on any account bring any animal into the clubhouse, save an animal which is a companion or assistance animal brought onto the club for the purpose of providing companionship or assistance.

2. Any member or associate breaking or otherwise damaging the property of the club shall pay such sum as may be adjudged by the committee sufficient to cover the damages. Each such sum shall be deemed an expense of such member and associate and shall be debited to his account with the club.

3. Dress code.

The club wishes to maintain its standard as the premier private membership club in North Queensland while recognizing the tropical lifestyle of our environment. The following dress standards are expected of all members and guests

- the club will advise of the dress code for special club events and respect for the requested dress code is appreciated by all members and associates
- the minimum standard of dress for lunches and afterwork drinks at the club's "club casual".
- As a minimum standard, gentlemen shall wear long tailored trousers, dress jeans or tailored dress shorts with a collared shirt and closed in shoes or boots.
- As a minimum standard, ladies shall wear a dress, skirt and blouse or long trousers and a blouse with shoes or dress sandals.

The following items of clothing are not acceptable in the club and hence members, associates and guests wearing such items will not be entitled to enter the premises and be served. Respect for the dress code and fellow members and associates is appreciated. Prohibited clothing:

- torn or cut-off jeans
- board shorts or other non-dress shorts
- T-shirts or singlet tops
- sporting attire including tracksuits
- any clothing displaying vulgar language or prejudiced messages
- any clothing that is torn and ripped or in poor repair
- cargo pants

- thong footwear

4. Etiquette.

The following standards and courtesies are requested of all members, associates and guests.

A. Members, associates, staff and all visitors to the club are to abide by the values of the club: friendship, respect, integrity and courtesy.

B. Mobile phones are only to be used in the clubhouse in circumstances where they do not cause interference or annoyance to others. It is recommended that mobile phones be on silent mode when at the club and that calls be taken and made outside.

C. No employee of the club shall be sent out of the club on any errand by any member, associate or guest of the club.

D. Members completing a game on a billiard table shall not commence a fresh game if others are waiting to play.

E. No member, associate or guest is to enter the club working areas unless authorised by the committee or the manager.

F. The conduct of any employee of the club shall in no instance be made the subject of a personal reprimand by any member, associate or guest of the club, but all complaints against the employee shall be made to the secretary, who shall refer such complaints to the committee for its consideration as appropriate

G. No member, associate or guest of the club may use the club to store items or take delivery of items. Any special arrangements that need to be made for a club function must be discussed with the club manager at least one week in advance.

5. Membership.

For the benefit of all members and associates, the club wishes to ensure sound financial management and sustainable cash flow:

- new members and associates will be advised of their success in being elected and sent an invoice for the subscription fee within five working days of the committee meeting at which the new member or associate is elected
- the joining fee as at 26 August 2014 is \$110 including GST.
- Town membership and associate subscriptions are to be paid annually in advance or quarterly in advance. For members choosing to pay quarterly, payments will be accepted by automatic payment against the nominated credit card or bank account. Tax invoices will be issued for all accounts when due. As per the rules there are discounted subscription fees for veteran members (75% discount for those with more than 40 years of continuous membership) and senior members (50% discount for those with 30 years or more of continuous membership).
- Country membership subscriptions are to be paid annually in advance. Tax invoices will be issued for all accounts when due as per the rules there are discounted subscriptions for veteran and senior members with 75 and 50% discounts respectively as is the case with town members.

- Payments for food and beverages are to be made at the time of consumption.

6. Events.

For the benefit of members and associates the club wishes to maintain fair pricing for events. To do this the club has implemented the following policies and procedures:

- bookings for events will only be confirmed when full payment is made
- up to 5 business days before the event cancellations will be accepted with a 15% cancellation fee. No refunds can be made for cancellations made less than five days before an event. Substitution of members or guests will be accepted with any differential in price to be paid at the event.

7. Club governance.

To minimise risks and ensure planning for the future sustainability of the club the following bylaws reflect the responsibilities of the committee, members, associates and staff:

- the club committee can form subcommittees to focus on activities and initiatives that align with the rules and bylaws. As at 31 July 2014 there were subcommittees for membership, events, marketing and facility management. Members are encouraged to consider how they would like their club to perform and to contribute to the club's operations through a subcommittee or the club committee.
- The club committee is responsible for developing and doing an annual review, and as appropriate, update of a strategic plan for the club.
- The club committee is responsible for developing and monitoring the employer implementation of an annual business plan and budget
- The club committee is responsible for the leadership guidance and regular reviews of the club managers performance. The president, treasurer and secretary will have regular meetings with the club manager in regard to strategic and operational priorities.
- The club manager is responsible for implementing the strategies and actions identified in the annual business plan and for managing the club's finances to meet the budget. The club manager is responsible for reporting to the committee on a monthly basis and meeting with committee members as required to address issues and opportunities.

(These revised bylaws were adopted by the committee at its meeting on the... day of... 2020.)