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**NORTH RYDE GOLF CLUB LIMITED**  
(North Ryde Golf Club)

**BY-LAWS**

In accordance with Clause 99 of the Constitution of North Ryde Golf Club Limited, the Board of Directors, by resolution on 13th February 2001, rescind all current and existing By-laws and hereby make the following By-laws:

***Interpretation***

1. In these By-laws, unless the context suggests otherwise:

"Annual subscriptions" means the subscription to be paid by each member annually according to the class of his, or her, membership of the Club, as fixed from time to time, by the Board;

"the Constitution" means the Constitution of North Ryde Golf Club Limited or the Articles of Association of the North Ryde Golf Club Limited in force prior to the passing of the current Constitution;

"the Club" means North Ryde Golf Club Limited;

"the Board" means the members for the time being of the Board of Directors, elected, or appointed, in accordance with the Club's Constitution;

"Entrance fee" means the fee payable by a person on election to any class of membership of the Club as fixed, from time to time, by the Board;

"Secretary" has the same meaning as that set out in the Constitution.

2. Words importing the singular shall include the plural and vice versa. Words importing the male gender shall include the female gender and vice versa.

***Application of the Registered Clubs Act 1976***

3. Liquor shall not be sold, supplied or disposed of on the premises of the Club to any person under the age of eighteen (18) years.

4. A person under the age of eighteen (18) years shall not use or operate poker machines on the premises of the Club.

5. No gaming, wagering or betting of any description, other than the operation of a poker machine, or keno tickets, shall be permitted on the Club's property.
6. No game, amusement or charitable function shall be conducted on the Club's property without prior approval from the Board.
7. The supply of liquor to all members on the Club's premises shall be the responsibility of the Secretary or his deputy under the authority of the Board.
8. Consumption of alcohol on the golf course, by members who have attained the age of eighteen (18) years, is permitted. The laws, regulations and the Club's By-laws, relating to the responsible serving of alcohol apply to consumption of alcohol on the golf course.
9. Consumption of alcohol by members who have not attained the age of eighteen (18) years is prohibited on the entirety of the Club's premises.

#### ***Payment of entrance fees and annual subscriptions***

10. On election to membership, the entrance fee and annual subscription fixed by the Board, shall be paid by the member as a condition of his admission and before his name is entered in the Register of Members.
11. Annual subscriptions are payable in advance, on the first day of March in each year.

#### ***Election of Members***

12. A person shall be elected to any class of membership (other than non-playing membership) by the Board after investigation and report by the Membership Committee, which shall include attending a duly convened meeting of the Membership Committee, for the purpose of an interview, if requested by the Membership Committee, to do so.
13. Every candidate for membership of the Club shall:-
  - (a) make an application in accordance with Clause 30 of the Constitution; and
  - (b) be proposed by one, and seconded by another, member of the Club;

### ***Life Members***

14. The Board may, of its own motion, recommend to the members in General Meeting that a member who has rendered outstanding service to the Club, be elected as a Life Member of the Club in accordance with clause 35 of the Constitution.
15. A member, or members, of the Club may, in writing, ask the Board to recommend to the members in General Meeting that a member who has rendered outstanding service to the Club, be elected as a Life Member of the Club in accordance with Clause 35 of the Constitution.
16. Where the Board receives a request in accordance with By-Law 15 above, the Board shall consider the request and shall, in its absolute discretion, resolve whether or not to recommend to the members in General Meeting that the member so nominated be elected as a Life Member of the Board. The Board shall not be required to give reasons for its decision in accordance with this By-Law,
17. Where the Board has resolved to recommend to the members in General Meeting that a member be elected a Life Member of the Club, the Secretary shall cause the appropriate resolution to be drafted and placed in the Notice of General Meeting at which the Board's recommendation is to be considered.
18. A resolution for the election of a person to Life Membership of the Club shall not be considered by the members in General Meeting, unless the Board has made a recommendation in accordance with By-Laws 14 and 16, or otherwise than in accordance with Clause 139 of the Constitution (Members' Resolutions).

### ***Appointment of sub-committees***

19. The Board shall at its first meeting after the Annual General Meeting, appoint from amongst its members, the following sub-committees:
  - (a) Executive Committee;
  - (b) Match Advisory Committee;
  - (c) House Advisory Committee;
  - (d) Membership Committee;
  - (e) Finance Committee.

and such other committees as may be required from time to time.

20. The Board may appoint to any sub-committee, other than those listed in By-law 14, members who are not members of the Board.
21. The President, or in his absence, the Vice President, shall be ex-officio on all sub-committees.
22. Each sub-committee shall meet when it thinks fit, but at least once a month and shall keep minutes of its meetings and shall submit a written report, or a copy of the minutes of its proceedings and recommendations, to the Secretary within three (3) days of the meeting having been held.
23. The Secretary shall cause copies of a written report submitted to him in accordance with By-Law 17, to be circulated to each member of the Board within three (3) days of receipt by him of such report, or minutes.
24. Any committee, with the approval of the Board, may make such rules as may be deemed expedient to perform its duties as set out in these By-laws.

### ***Executive Committee***

25. The Executive Committee shall consist of the President, the Captain, the Vice President, the Vice-Captain and the Finance Director. Three members present shall constitute a quorum.
26. The Executive Committee shall:
  - (a) supervise the work of the Secretary and, through him/her, the staff of the Club;
  - (b) supervise the receipt, expenditure and investment of all monies of the Club, but shall not expend or authorise the expenditure or investment of any monies, without the approval of the Board, unless the matter is of such urgency that any delay in dealing with the matter would be detrimental to the management of the Club.
27. Any action taken in accordance with By-law 21(b) shall be ratified by the Board.

### ***Match Advisory Committee***

28. The Match Advisory Committee ("the Match Committee") shall consist of not more than four members of the Board, two of whom shall be the Captain and the Vice-Captain. The Captain shall be the Chairman of the Match Committee. Three members present shall constitute a quorum.
  
29. The Match Committee shall be responsible for all matters relating to the playing of golf and the maintenance of the golf course, and, without limiting the generality of the foregoing, shall include:
  - (a) the format, date and time of all golfing tournaments or competitions;
  - (b) the conditions of play and local rules;
  - (c) disputes;
  - (d) handicaps, including the allocation to a playing member of his initial handicap;
  - (e) the preparation of the year's fixtures of the Club, subject to the approval of the Board;
  - (f) the hours of play for all classes of members, subject to approval by the Board;
  - (g) the selection of teams representing the Club, including the Mixed Pennant team;
  - (h) subject to the approval of the Board, the upkeep, maintenance and replacement of plant and equipment used on the golf course;
  - (i) maintenance, improvement and alterations to the golf course and schedules for work connected therewith.
  
30. The implementation of decisions and recommendations of the Match Committee shall be carried out through the Secretary, or the Course Superintendent, under the authority of the Match Committee, or the Board.

### ***House Advisory Committee***

31. The House Advisory Committee ("the House Committee") shall consist of not more than four members of the Board, one of whom shall be the Vice-President who shall be the Chairman. Three members present shall constitute a quorum.
  
32. The House Committee shall be responsible for:-
  - (a) the care, maintenance and cleaning of the Club House, its contents and all footpaths and roadways servicing the Club House;
  - (b) the care and maintenance of the Professional's shop and the Car Park;

- (c) Car parking and traffic control within the Car Park;
  - (d) Provision of meals and refreshments of all kinds and the supply of such other articles as the Board may approve from time to time;
  - (e) the appointment of rooms and offices of the Club House for the use exclusively or otherwise of members, their visitors and the staff;
  - (f) all social activities within the Club House and amongst the members;
  - (g) the operation, maintenance and security of the poker machines;
  - (h) the manner of dress for all persons using the Club House;
  - (i) all matters relating to the conduct of members, their guests and visitors in the Club House.
33. The House Committee shall exercise its responsibilities and control of the matters in By-law 27, through the Secretary.

### ***Membership Committee***

34. The Membership Committee shall be appointed by the Board and shall consist of no more than three members of the Board, one of whom shall be the President, Captain, Vice-President or Vice-Captain. The Membership Committee shall be chaired by the senior member of the Board who is a member of the Committee. Two members present shall constitute a quorum.
35. The Membership Committee shall:
- (a) receive and consider applications for membership of the Club;
  - (b) if it deems necessary, interview any applicant for membership of the Club;
  - (c) make recommendations to the Board in relation to the granting, or refusal, of applications for membership.

### ***Junior Development Committee***

36. The Junior Development Committee shall:
- (a) consist of no more than three appointed members of the Board, of which one shall be appointed chairperson;
  - (b) consist of three advisors, that being the Club Professional (or his approved representative), Junior Girls Liaison Officer (appointed by the Board), the elected Junior Captain and the Junior Vice-Captain; *(amended Board 13 July 2010)*
  - (c) have two Board members present at any meeting to constitute a quorum.

37. The Junior Development Committee shall be responsible for:
- (a) the education and development of all members aged 17 years and under;
  - (b) the processing of cadets in preparation for election to Junior membership of the Club;
  - (c) all other matters pertaining to Junior members determined by the Board.

### ***Finance Committee***

38. The Finance Committee shall be appointed by the Board and shall consist of no more than three members of the Board, one of whom shall be the President, or the Vice-President. The Finance Committee shall be chaired by the senior member of the Board who is a member of the Committee. Two members present shall constitute a quorum.
39. The Finance Committee shall be responsible for the review of all matters relating to the finances of the Club and shall, in consultation with the Secretary:
- (a) submit a monthly report to the Board in relation to the current financial position of the Club;
  - (b) prepare budgets with respect to the income and expenditure of the Club, for the approval of the Board;
  - (c) make recommendations to the Board in relation to the Club's income and expenditure and to any other matter concerning the financial position of the Club.

### ***Staff***

40. No member, or director, shall reprimand, or give a direction or instruction to, any employee of the Club.

### ***Handicaps***

41. Any member who does not hold an Australian Golf Union ("AGU") handicap shall, upon submitting three cards with scores of 95 strokes or less, be allocated an AGU handicap by the Match Committee.
42. A player submitting a card for the purposes of obtaining a handicap, shall:
- (a) play outside of the Club's competition times; and
  - (b) play from the white markers; and

- (c) be accompanied by a member of the Club, or by a member of any other golf club, who holds an AGU or WGA handicap; and
  - (d) ensure that the scorecard is signed by the player and his marker.
43. The Board of Directors may from time to time approve the alteration of a member's handicap if, in its absolute discretion and having regard to all of the circumstances, including the member's results in any form of competition, it considers that the change is warranted under the handicap system which the Club follows. The member shall have no right to make any representation to the Match Committee or to the Board of Directors in relation to any proposed alteration of the member's handicap.

### ***Competitions***

44. The Match Committee shall conduct regular competitions for eligible members on Wednesdays, Saturdays and Sundays.
45. The Match Committee shall conduct a regular Mixed competition on Sundays.
46. The Match Committee shall conduct the following major competitions:
- (a) Club Championships for A Grade, A Reserve Grade, B Grade and C Grade;
  - (b) Match Play Championships for A Grade, B Grade and C Grade;
  - (c) Foursomes Championships for A Grade, B Grade and C Grade;
  - (d) Mixed Foursomes Championship;
  - (e) North Ryde Amateur Cup;
  - (f) An individual handicap match-play event called the Stan Sheather Bowl;
  - (g) A teams handicap match-play event called the Gear Cup;
  - (h) A mixed teams handicap match-play event called the Mixed Knockout;
  - (i) The Seniors Cup;
  - (j) The Veterans Trophy;
  - (k) The Commemoration Cup;
  - (l) The Captain's Trophy;
  - (m) The President's Trophy;
  - (n) Monthly Medal competitions; and
  - (o) A Yearly Medal, known as a Medal of Medals.
47. The Match Committee shall set rules for the play of each of the above major events.

48. The Ladies Committee shall be responsible for the conduct of any golf competitions for Associate members, or full members holding a Womens' Golf Australia ("WGA") handicap, with the exception of the following events, which shall be conducted by the Match Committee:
- (a) Mixed competitions held on a Sunday and public holidays; and
  - (b) the Mixed Foursomes championship.

### ***Members' competition fees***

49. Members' competition fees shall be fixed by the Board and shall be paid to the starter, prior to members competing in the competition.

### ***Qualifying events***

50. Where the format of a competition contains a qualifying round, or rounds ("a qualifying event") a player, or team, who is unable, or does not wish, to play in the subsequent rounds or matches, shall, at the conclusion of the final qualifying round, write the letters "NTQ" ("Not to Qualify") upon his, or their, scorecard.
51. Where a scorecard is marked with the letters "NTQ", the player, or players, shall not be eligible to qualify for the subsequent round, or rounds.
52. If a player, or team, playing in a qualifying event:
- (a) does not mark his, or their, card "NTQ"; and
  - (b) is drawn to play in a subsequent round(s); and
  - (c) withdraws, or does not play, in a subsequent round(s):

the player, or members of the team, shall be suspended from playing in the Club's competitions for three (3) weeks and may face disciplinary action by the Match Committee.

### ***Full Playing members***

53. Full Playing members, Senior Playing members, Veteran Playing members, Life members and Honorary members, who hold an Australian Golf Union ("AGU") handicap, shall be eligible to enter all competitions, including all honour board or championship events, conducted by the Match Committee of the Club. Members that

are issued a domestic handicap by the Club can only enter the regular competitions of the club which excludes all honour board or championship events.

*Amended: Board meeting 14 November 2006*

54. Full Playing members who hold a Womens Golf Australia (“WGA”) handicap, shall, subject to any competition rule set down by WGA or WGNSW requiring lady members to nominate which qualifying or medal rounds they wish to compete in, be eligible to enter:
  - (a) all competitions conducted by the Ladies Committee on Tuesdays;
  - (b) all competitions conducted by the Ladies Committee on Thursdays;
  - (c) all competitions conducted by the Ladies Committee on Saturdays;
  - (d) all competitions conducted by the Ladies Committee on Sundays;
  - (e) the Mixed competition and Individual Ladies competitions, conducted by the Match Committee on Sundays;
  - (f) the Mixed Foursomes Championships;
  - (g) the Mixed Knockout.
  
55. Full Playing members who hold a WGA handicap, may play in time slots in the competition conducted by the Match Committee during the Saturday competition, but they are not eligible to enter that competition.
  
56. The Ladies Committee, or its representative, may conduct a competition for Full Playing Members who hold a WGA handicap, on any Saturday, where at least two (2) such members attend and play.
  
57. If only one Full Playing Member who holds a WGA handicap, plays during competition times on a Saturday, there will be no competition, but that member is still eligible to play in the field.
  
58. Full Playing members who hold a WGA handicap, shall not be eligible to enter:
  - (a) the regular competitions conducted by the Match Committee on Saturdays and Wednesdays; and
  - (b) with the exception of the Mixed Foursomes Championships and the Mixed Knockout, those major events referred to in By-Law 39 above.

### ***Associate members***

59. Associate members, Senior Associate members, Veteran Associate members and Associate Life members who hold a WGA handicap (including Weekend Ladies or Business Girls) shall, subject to meeting any rule set down by the WGA or WGNSW in relation to nominating for particular events such as medals, be eligible to enter:
- (a) all competitions conducted by the Ladies Committee on Tuesdays;
  - (b) all competitions conducted by the Ladies Committee on Thursdays;
  - (c) the Mixed competition conducted by the Match Committee on Sundays;
  - (d) the Mixed Foursomes Championships; and
  - (e) the Mixed Knockout.

### ***Country members***

60. Country members shall have their usual place of residence beyond a radius of one hundred (100) kilometres from the Club's premises.
61. Country members shall be eligible to play fifteen (15) rounds in members competition in each calendar year.
62. Country members shall not be eligible to enter the following events:
- (a) Club Championships, (A, A Reserve, B or C Grade)
  - (b) Match Play championships (A, A Reserve, B or C Grade);
  - (c) Foursomes Championships (A, A Reserve, B or C Grade);
  - (d) Mixed Foursomes Championship; and
  - (e) the North Ryde Amateur Cup.

### ***Overseas members***

63. Overseas members shall have their usual place of residence outside the Commonwealth of Australia.
64. Overseas members shall be eligible to play in ten (10) rounds in members' competitions only in each calendar year.
65. Overseas members shall not be eligible to enter the following events:
- (a) Club Championships, (A, A Reserve, B or C Grade)
  - (b) Match Play championships (A, A Reserve, B or C Grade);
  - (c) Foursomes Championships (A, A Reserve, B or C Grade);

- (d) Mixed Foursomes Championship; and
- (e) North Ryde Amateur Cup;

### **Junior members**

- 66. The Junior members of the Club shall no later than the 30th day of July in each year, elect a Junior Captain and a Junior Vice-Captain. Such election shall take place in such manner as determined by the Match Committee.
  
- 67. No more than two (2) junior members shall play in the same group in a members' competition, unless approved by a member of the Match Committee.

### **Competition sheets**

- 68. The Match Committee shall, one week prior to each proposed competition, post a time-sheet for that competition.
  
- 69. Members who are eligible to play in the competition may write their name and their partners' names on the time-sheet.
  
- 70. The time-sheets shall be posted at the following times:
  - (a) Saturday time sheets (Daylight saving times):
    - i) First sheet - 5.30 am
    - ii) Second sheet - 3.00 pm
  
  - (b) Saturday time sheets (Non Daylight saving times):
    - i) First sheet - 6.00 am
    - ii) Second sheet - 3.00 pm.
  
  - (c) Sunday time sheets:
    - i) Early morning members competition (Daylight saving times) - 5.30 am;
    - ii) Early morning members competition (Non Daylight saving times) - 6.00 am;
    - iii) Mixed competition (All times) – 8.45 am.

*Amendment: Board meeting 10 October 2006.*
  
  - (d) Wednesday time sheets:
    - i) Daylight Saving times - 5.30 am;

ii) Non Daylight Saving times - 6.00 am.

71. A member may withdraw from a competition prior to the day of the competition, by removing his name from the time-sheet, by ruling a line through his name and placing a sticker over his name.
72. A member must not remove another member's name from any time-sheet without the express permission of the member whose name is to be removed. Any member who does so may face disciplinary action by the Board of Directors.
73. Every member who has entered a competition shall report to the Starter at least fifteen (15) minutes prior to his, or her allocated tee-time.
74. A member may withdraw on the day of the competition by notifying the Starter of his intention to withdraw, at least one hour (1) prior to his, or her, allocated tee-time.
75. A player who has withdrawn on the day of the competition, by notifying the Starter, is not eligible to re-enter the competition later in the day.
76. Where a player has failed to report to the Starter prior to the allocated tee-time, the Starter may at his discretion and with the consent of the other members of the absent player's group, call the next group to the tee.
77. If the absent player has not arrived by the time the tee is vacant, the other members of the absent player's group shall proceed to the tee. The Starter may only call one group to the tee, whilst waiting for an absent player.
78. The Starter must report the name of any player who fails to appear on the tee at the allocated time, to the Match Committee.
79. Any player who fails to appear on the tee at the allocated time for a regular competition, shall be suspended from playing in the Club's competitions for a period of two weeks. The suspension shall take effect within one week after the day upon which the player failed to appear on the tee. The suspension shall not prevent a player from competing in any of the Club's major events as defined in By-Law 39, or a major event conducted by the Ladies Committee, such as the Club Championships, Foursomes Championships, Premierships, Foursome Premierships, or Medal days.

- (a) A player who fails to appear on the tee at the allocated time in one of the events listed in By-law 39(a) - (h), shall be suspended from playing in the Club's competitions for a period of three weeks. The suspension shall take effect within one week after the day upon which the player failed to appear on the tee. The suspension shall not prevent a player from competing in any of the Club's major events as defined in By-Law 39, or a major event conducted by the Ladies Committee, such as the Club Championships, Foursomes Championships, Premierships, Foursomes Premierships, or Medal days.

### ***Duty Director***

80. The Captain shall, in respect to each members' competition, appoint a member of the Board, to act as the Duty Director.
81. The Duty Director shall be deemed for the purposes of these By-Laws, to be a duly appointed member of the Match Committee, for the period of the competition for which he has been appointed the Duty Director.
82. In the absence of, or in consultation with, the Captain, Vice-Captain, or a member, or members, of the Match Committee, the Duty Director may:
  - (a) order that play be suspended, or abandoned, due to inclement weather;
  - (b) order that play be resumed after a suspension;
  - (c) act as "the Committee" as defined by the Rules of Golf.

### ***Protests***

83. Any complaint which is a protest in connection with a match or competition shall be notified to the Duty Director no later than fifteen (15) minutes of the last score card being handed in.
84. Upon receiving a protest, the Duty Director shall convene a meeting of such members of the Match Committee as are available. The quorum necessary to consider a protest under this By-law shall be two (2) persons present, which may include the Duty Director.

85. If the Duty Director is unable to convene a meeting of the Match Committee, the Duty Director shall consider and determine the protest himself.
86. The decision of the Match Committee or the Duty Director, as the case may be, in relation to the protest shall be final.

### ***Financial Delegations***

87. The Secretary shall, without prior approval of the Board, have authority to order expenditure in any calendar month the amount of \$1,000.00.

### ***Dress Rules - Men***

88. Members and visitors on the golf course and in the clubhouse must wear smart casual clothes.
89. The following is the minimum dress standard permitted to be worn by male members and visitors on the golf course and in the clubhouse:
  - (a) Long trousers, or shorts with predominantly white short socks; and
  - (b) a collared shirt.
90. The following items of clothing may not be worn by male members and visitors on the golf course or in the Clubhouse:
  - (a) tracksuits;
  - (b) board shorts or beach shorts;
  - (c) football shorts, or stubbies;
  - (d) Cargo shorts i.e. shorts that extend well below the knees.
  - (e) multi-coloured or patterned drawstring shorts;
  - (f) singlets;
  - (g) T-shirts;
  - (h) Football socks;
  - (i) shorts socks that are not predominantly white and do not cover the ankles;
  - (j) thongs;
  - (k) sandals;
  - (l) any untidy or dirty footwear.
91. Further to the items listed in By-Law 80, golf shoes are not permitted to be worn in the upstairs area of the Clubhouse.

92. Hats, or caps, are not permitted to be worn in the Clubhouse.

***Dress Rules - Ladies***

93. Lady Members and visitors on the golf course and in the clubhouse must wear smart casual clothes.

94. The following are the minimum dress standards permitted to be worn by female members and visitors on the golf course and in the clubhouse:

- (a) skirts, tailored slacks and tailored shorts; and
- (b) blouses and shirts.

95. The following items of clothing may not be worn by female members and visitors on the golf course and in the Clubhouse:

- (a) tracksuits;
- (b) stretch shorts;
- (c) short shorts;
- (d) suntops, singlets or beach wear.
- (e) thongs;
- (f) sandals;
- (g) untidy or dirty footwear.

96. Further to the items listed in By-Law 84, golf shoes are not permitted to be worn in the upstairs area of the Clubhouse.

97. Golf, or baseball type caps, are not permitted to be worn in the Clubhouse

***Breach of By-laws relating to Dress***

98. Should a member or visitor not comply with any By-law relating to dress, either on the golf course, or in the Clubhouse, the Secretary, a member of the Board, the Club Professional and his staff, and/or a member of the Club's staff, may:

- (a) request that the member/visitor change his, or her, clothing, so as to comply with the By-laws; and/or
- (b) request that the member/visitor leave the Club's premises, until such time as he, or she, complies with the By-laws.

### ***Lockers***

99. The annual rental fee for lockers shall be determined each year by the Board and shall be payable in advance.

### ***Mobile telephones***

100. The use of a mobile or portable telephone by a player or his caddie, whilst on the golf course during a competition, is prohibited. If a player or his caddie is in possession of a mobile or portable phone it must be turned off. If the telephone rings, this will be deemed to be in use and the penalty shall apply. Penalty: First Offence on any one day: Two strokes or loss of hole. Second offence: Disqualification.
101. A member of the Board may, when it is necessary to do so for the smooth running of the competition or the affairs of the Club, use a mobile telephone during a competition to contact the Secretary, Course Superintendent, Club Professional or other member of the Club's staff.

### ***General***

102. Where any By-law or Rule of the Club is inconsistent with a provision of the Constitution, the Constitution shall prevail.