

TAI TAPU GOLF CLUB (Inc.) BY-LAWS

Last revised 10 October 2017



The By-Laws serve to define the structure and organization for the normal functions of the Club. They are meant to be read in conjunction to the Club Rules, and are in all cases subservient to the Rules.

1. ALTERATION OF BY-LAWS

By-Laws may be added, deleted or amended with the consent of three-quarters of Management Committee members present and voting at a Committee Meeting.

2. CATEGORIES OF MEMBERSHIP

All membership classes except Junior Members are granted voting rights and management rights. The playing rights specified for each category allow play on the course at any time other than:

- i. The days/times specifically excluded below
- ii. When officially programmed matches of any Playing Group are in progress unless they are playing in such matches

(a) Full Membership

Full Members may be Full Men Members or Full Women Members.

(b) Mid-Week membership

Mid-Week Members shall be excluded from play on Saturday and Sunday.

(c) Junior Membership

Junior Members shall be under 19 years of age at the commencement of the Financial Year.

(d) Complimentary Membership

Complimentary Members are appointed and reviewed annually by the Management Committee. Complimentary Members shall enjoy the same playing rights as Full Members and shall not be liable to pay the annual subscription or any levies placed on members.

(e) Honorary Life Membership

Honorary Life Membership may be conferred upon any member on the recommendation of 75% of the Management Committee and approval by a majority of the members at an Annual General Meeting of the Club. Nominations for consideration by the Management Committee may be made in writing to the Secretary at any time. Any Nominee must have been a full member and have made an outstanding contribution to the well-being and running of the Club over many years. When approved by the Management Committee the name of the person nominated, together with those of the proposer and seconder shall be posted in the clubhouse at least fourteen (14) days prior to the Annual General Meeting. As a guideline, the number of Honorary Life Memberships held at any time should not exceed eight. Honorary Life members shall be entitled to the same playing rights as Full Members and shall not be liable to pay the annual subscription or any levies placed on members.

(f) Non-playing membership

Non-Playing Members shall be excluded from play at all times other than by payment of green fees equal to those payable by casual players.

(g) Day Membership

All non-Members shall be granted a Day Membership upon payment of the specified green fees or Tournament Fees. This Membership is valid only for the calendar day on which the fees are paid, and allows the Day Member full access to the Clubhouse and the right to purchase alcoholic beverages.

3. PLAYING GROUPS

There are 3 Playing Groups – Men's, Women's and Mid-Week.

Where a Playing Group chooses to field teams for inter-club competition they have the right to manage the team selection. They may choose the style and colour of any team uniforms – being aware that traditionally the Club's colours are jade, navy blue and white.

Men's

All Full Men Members are eligible to join this Group. Men's playing day is Saturday. Junior Members may be invited to play in Men's matches at the discretion of the Group Committee.

Women's

All Full Women Members are eligible to join this Group. Women's playing day is Tuesday. In addition this Group may schedule matches on Saturday mornings as determined by the Management Committee on the advice of the Men's and Women's Captains. Junior Members may be invited to play in Women's matches at the discretion of the Group Committee.

Mid-Week

All Full Men, Full Women and Mid-Week Members are eligible to join this group. Mid-Week playing day is Wednesday. Junior Members may be invited to play in Mid-Week matches at the discretion of the Group Committee.

4. FINANCIAL MEMBERS

Financial Members are those Members whose account with the Club for payments is up-to-date or overdue by less than one month.

Only Financial Members will be entitled to vote any General Meeting. Only Financial Members will be eligible to play in Club competitions or to play on the course (unless green fees are paid). The membership of any member who is not a Financial Member after 30 November in any year may be rescinded by the Management Committee.

Members joining during the year will pay a pro-rated subscription as determined by the Management Committee.

5. DUTIES OF OFFICERS

President

The President shall convene and chair all Management Committee meetings. The President is the chief Officer of the Club and is to provide leadership and motivation, ensuring that Club members feel valuable, inspired, and connected to each other. The President may attend any sub-committee or Playing Group meeting.

Vice-President

In the absence of the President, the Vice-President shall have the full authority and responsibility of the President.

Secretary

The Secretary is the official recipient of all incoming formal communications to the Club. The Secretary is to conduct the correspondence of the Club and for other than the Books of Account shall have custody of all books and documents belonging to the Club and maintain archives of same, in both electronic and hardcopy format, including records of all significant golfing activities. The Secretary shall keep Minutes of all Management Committee and General Meetings and produce them on request.

The Secretary shall keep members informed of significant matters and events at the Club. The Secretary shall provide secretarial services to Club committees as requested.

The honorarium for the Secretary is set by the Management Committee.

Treasurer

The Treasurer is the official controller of all financial transactions for the Club. The Treasurer shall conduct or oversee all banking transactions, and ensure that all transactions require the authorization of 2 individuals – either employees or members of the Management Committee.

The Treasurer shall keep proper books of account and shall keep the Management Committee up-to-date on the club's financial affairs.

The honorarium for the Treasurer is set by the Management Committee.

6. COMMUNICATION WITH MEMBERS

Any and all reports, notifications or other messages from the Club to the Members, including the Annual Report, shall be delivered to the Members by post or by electronic communications. Where Members have provided an address at which to receive electronic communications it shall be sufficient notice under this Rule to transmit the message to this address. Any notice sent to the postal or electronic address last communicated to the Secretary by the Member shall be deemed to be delivered.

Messages from Members to the Club shall be sent via post or by electronic communications to the Secretary.

7. GENERAL

- (a)** The financial year of the Club shall end on the 30th of September of each year.
- (b)** The Club shall have a Common Seal which shall be kept in the custody of the Secretary and shall only be affixed to legal documents as required by law.
- (c)** Playing visitors shall pay green fees of such an amount as shall be fixed by the Management Committee from time to time.
- (d)** Every member shall be bound by and submit to the Rules and By-Laws of the Club.
- (e)** These rules with all up-to-date amendments shall be posted in the Clubhouse and a copy shall be made available to any member who requests the same.