

**WESTERN SUBURBS LAWN
TENNIS ASSOCIATION LIMITED**

RULES AND REGULATIONS

2014

**Adopted at the Annual General Meeting
held on 30 March 2014**

**Review Annual General Meeting held on
2 April 2016**

**Adopted Extra Ordinary Meeting
30 October 2016**

Table to Contents

1	Club Name
2	Financial Year
3	Club Colours
4	Objects of the Association
5	Management of the Association
6	Executive Committee
7	General Committee
8	Committee Meetings
9	Annual General Meeting
10	Membership
11	Visitors
12	Court Hire
13	Clothing Regulations
14	Association Championships
15	Closure of Courts
16	Badge Competition
17	Etiquette and Behaviour
18	Rules and Regulations
19	Smoking Laws

1 CLUB NAME

The Club's name shall be the WESTERN SUBURBS LAWN TENNIS ASSOCIATION LTD.

2. FINANCIAL YEAR

The Club's financial year shall commence 1 January each year and end on 31 December of **the same year.**

3. CLUB COLOURS

The colours of the Association shall be dark green and gold.

4. OBJECTIVES OF THE ASSOCIATION

A summary of the objects of the club taken from the Club's Articles of Association shall be "To promote, encourage and advance the game of tennis and to provide, control and maintain suitable grounds and premises for this purpose".

5. MANAGEMENT OF THE ASSOCIATION

The management of the Association shall be vested in a Board of Directors comprising of up to nine (9) members. The directors shall be elected annually by the members of the Association at a General Meeting.

6. EXECUTIVE COMMITTEE

From the Board of Directors, the Secretary, Treasurer and one other director (usually the Chair of Directors) shall comprise the Executive Committee. The Executive Committee shall be subject to the direction of the Board of Directors but otherwise shall have power to:

- a do all things which it shall consider necessary to desirably carry out the objectives of the Association;
- b ensure the good running of the club on a normal basis and shall direct the general running of the club;
- c enforce all by-laws and rules and regulations of the club including the taking disciplinary action when necessary;
- d act in all matters in an emergency, a report of such action taken to be furnished, in writing, to the Board at the next succeeding meeting of the Board.
- e officiate as the only rightful representatives of the club in all matters pertaining to the good running of the club, including the signing of all legal documents and cheques.

- f The assets and income of the organisation shall be applied solely in furtherance of its above mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the organisation.
- g In the event of the organisation being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members

7. GENERAL COMMITTEE

The Directors of the club shall constitute the General Committee and shall be responsible for the general management and control of the affairs of the club.

The committee shall have the powers to appoint sub-committees and to request any other Member to act on such sub-committee. The Chair of Directors, Secretary and Treasurer shall be ex-officio members of all committees.

The committee shall have the power to make such interim regulations and by-laws for the management and conduct of the Association as it from time to time sees fit and the same shall be submitted in the Rules and Regulations to the next General Meeting of the Association for confirmation.

The Directors cannot make any rules and regulations contra to current statute and company law.

8. COMMITTEE MEETINGS

The directors of the Association shall meet to transact ordinary business approximately once a month and a special meeting may be called at any time it is deemed necessary by any member of the Executive Committee or by the request of (3) three directors.

Special Meetings: In the case of special meetings at least seven (7) days notice in writing must be forwarded to each director stating the time and place the meeting will be held and the nature of the business to be considered.

Quorum: At all meetings of directors, five (5) shall form a quorum, and in the case of any equality of votes, the Chair shall have a casting vote in addition to their deliberative vote as a director of the Association.

Director's Attendance: Should any director fail to attend three (3) consecutive monthly meeting the Secretary may declare his/her seat vacant.

Vacancies: Should any vacancies occur on the Board, power shall be vested in the Secretary to fill that vacancy, but not more than two (2) vacancies shall thus be filled in one year of office.

If the position of Secretary becomes vacant, then the power reverts to the Chair of Directors, to fill the vacancy.

9. ANNUAL GENERAL MEETING

- i The Annual General Meeting of the Association shall be held within three months of the close of the financial year.
- ii Presented at the Annual General Meeting of the Association shall be the Report of the Directors (which shall be signed by the Chair of Directors plus one other Director) and the financial statements.
- iii The above mentioned general meeting shall be called the Annual General Meeting and any other general meeting shall be called Extraordinary General Meeting.
- iv Ten (10) members shall constitute a quorum at any Extraordinary or General meeting of the Association. Only fully paid members shall be eligible to vote at such a meeting.
- v At least twenty-one (21) days notice of General Meeting must be given to members by the committee otherwise the meeting shall not be regarded as constitutional. Accidental omission to give any such notice to or the non-receipt of such notice by any member or director shall not invalidate any resolution passed at any such meeting.
- vi Order of business at the Annual General Meeting shall be:
 - Reading and confirmation of Minutes of the last Annual General Meeting
 - To receive the Directors' Report
 - To receive the Statement of Accounts for the last financial year.
 - All positions on the committee are declared vacant
 - Election of Honorary Secretary and Treasurer and up to seven (7) directors for the ensuing twelve months
 - To transact any further business deemed necessary in accordance with the Articles of Association

10. MEMBERSHIP

10.1. Membership Applications.

Application for admission to membership of the Association shall be made in writing to the Secretary on the appropriate application form and approved by the Board. Membership of the Association shall be possible for any person in one of the following categories:

- Full Adult
- Couples
- Junior (under 16)
- Coaching Students (no voting rights)
- Full-time Student (under 25years old)/Pensioners
- Provisional (not eligible for election to the board)
- Life

All members shall be expected to pay annual subscriptions as set at a general meeting for the appropriate type of membership to which a person shall belong. Renewal membership subscriptions fall due at the end of the financial year and must be paid within thirty (30) days.

All members shall be able to use all facilities which are offered by the club, and participate in any event that the club holds unless the committee deems otherwise.

10.2. New Members: New memberships are subject to approval by the committee whose determination will be final.

New members will be required to pay a joining fee additional to the standard subscriptions, as determined by the committee.

10.3. Life Membership: Members of the Association, due to outstanding service to the Association, may be elected to Life Membership. Life members are entitled to participate in all activities and privileges available to a registered member of the Association including all tennis and social functions organised and controlled by the Association. Life members are permitted to attend all committee meetings but are not able to vote at such meetings unless he/she has been elected to the committee.

Not more than one (1) life member shall be elected to the Association within any one (1) year. Life members shall be elected by secret ballot and carried unanimously by the directors of the Association.

Nomination of Life members shall be forwarded in writing to the Secretary for submission at a committee meeting. Should more than (1) nomination be received within one (1) year then a secret ballot of the directors shall decide which candidate shall be selected for Life Membership.

10.4. Voting rights. Full voting rights apply to all full members over 18.

Provisional members do not have voting rights, but are welcome to be heard in all forums of the club.

11. VISITORS

Visitors introduced to the club and accompanied by a member are required to pay a visitor's fee as set at a general meeting.

All visitors must abide by the rules and conditions of the club, especially rules on footwear and clothing. Any visitor who infringes upon any of the club's rules may be requested to leave the club's premises.

12. COURT HIRE

All courts are available subject to club coaching, court hire, competition, tournaments, maintenance, and condition of the playing surface.

Rates set by the Committee from time to time.

Permanent bookings can only be made for weekdays.

No courts shall be hired out on Saturdays or Sundays unless they are not being used by members.

The clubs rules and regulations are to be observed at all time and proper tennis attire must be worn.

13. CLOTHING REGULATIONS

Clean neat tennis attire and correct tennis shoes (flat sole tennis shoes) are to be worn by all players.

14. ASSOCIATION CHAMPIONSHIPS

The championships of the Association for all members shall be played annually.

Open Men's Singles
Open Ladies Singles
Open Men's Doubles
Open Ladies Doubles
Open Mixed Doubles

Other special events may be held at the discretion of the committee. A tournament sub-committee shall set the rules and conditions for the conduct of these championships based on those set by Tennis NSW.

15. CLOSURE OF THE COURTS

At the discretion of the committee.

16. BADGE COMPETITION

Four grass courts will be provided for Badge competition. The synthetic courts are reserved for social play.

The club will enter teams in the Badge competition which is conducted by the Tennis NSW. All members who represent the club in this competition shall conduct themselves in a manner which does not lessen the reputation of the club and its members.

The committee may at any time suspend a player from participation in grade matches for unsatisfactory conduct. The player will have the right to appear before the committee to answer any charges.

Any member who represents the club shall strictly observe not only the rules of the club being visited but also the rules and regulations of the Badge completion.

The allocation of the members to the Badge teams are at the discretion of the Committee,

17. ETIQUETTE AND BEHAVIOUR

All players and visitors are to observe the customary standards of etiquette and behaviour of tennis. The committee, or committee members present, reserve the right to adjudicate any violation of these rules as they occur.

Disciplinary action may be considered against any player who:

- i) Hits, kicks or throws balls or racquets in anger
- ii) Audibly swears or utter profanities or make obscene gestures
- iii) Verbally or physically abuses officials, opponents or spectators
- iv) Is obviously trying not to win a match
- v) Defaults in a match after it has commenced for reasons other than injury or sickness.
- vi) Conducts him/herself in a manner reflecting discredit upon him/herself, fellow players or the game of tennis.
- vii) Abuses the facilities provided by the club.

Failure to observe general tennis etiquette and the conditions of behaviour will be dealt with by the committee who may take such action as is deemed necessary to ensure that the conduct ceases and is not repeated.

18. RULES AND REGULATIONS

Any question arising in the rules and regulations as to the interpretation or application of these rules shall be decided by the committee whose decision shall be final.

In the event of any dispute, a protest in writing must be lodged with the Secretary to go before the next general committee meeting.

The rules of the Association shall be subject to repeal or alteration with the concurrence of a two thirds majority of the committee present at any meeting thereof.

All rules and conditions are to be verified at the Annual General Meeting of the Western Suburbs Lawn Tennis Association.

If any member of the Association shall wilfully infringe or fail to observe any of these rules and regulations, or the Articles of Association of the Club made for the management and conduct of the Association or be, in the opinion of the Directors, guilty of any conduct prejudicial to the interests of the Association, the Directors shall have the power to determine by a three fourths majority

whether the name of such member shall be removed from the list of members, but such member shall have the right to appear and be heard by the Directors.

19. NO SMOKING LAWS

From 7 January 2013 under Section 6A of the Smoke –free Environment Act 2000 smoking is banned in spectator areas where there are organised sporting events.