Mulgrave Country Club By-Laws

These are the By-Laws of Mulgrave Country Club (Club) as amended by the Board at its meeting of

18 November 2026

These By-Laws are made under the authority conferred by the Constitution and must be read together with the Constitution.

Members must comply with the Constitution, these By-Laws, lawful policies and procedures of the Club, and reasonable directions given by an authorised Club representative.

Purpose

The purpose of these By-Laws is to establish practical rules for membership identification, conduct, entry to and use of the Club premises, sporting participation and use of Club facilities.

Application and Priority

These By-Laws apply to members and, where relevant, their guests, visitors and persons that participate in Club activities.

If these By-Laws are inconsistent with the Constitution or applicable law, the Constitution or applicable law prevails to the extent of the inconsistency.

Definitions

In these By-Laws, unless the context requires otherwise:

- Authorised Club representative means the CEO, a manager, supervisor, security officer or another person authorised by the CEO or Board for the relevant purpose;
- Board means the Board of Directors of the Club;
- Club premises means all land, buildings and facilities occupied, controlled or operated by the Club;
- Constitution means the Constitution of the Club as amended from time to time;
- Disciplinary Committee means a Committee convened in accordance with Clause 18 of the Constitution to hear disciplinary matters
- Guest or visitor means a person who is not a current member and is admitted to the Club premises in accordance with applicable law, licence conditions and Club requirements
- Interest Groups means any organised group or activity (ie, Walking Group, Mahjong, Trivia) that has access to Club facilities and resources
- Member includes each category of membership recognised under the Constitution
- Section Committee means the group of people elected by the members of the respective Sporting Section to coordinate and manage the calendar of sporting activities
- Sporting facilities includes playing fields, equipment, meeting rooms and areas defined for sporting activities
- Sporting Sections means sports groups that are approved by the Board to operate under the auspices of the Club

1. Conduct in the Club and use of the Club's premises

a) Members must always, whilst they are on Club premises or representing the Club at third party venues, behave in an appropriate, respectful and courteous manner to all staff, members and guests. This is to ensure everyone enjoys their time and experience whilst at the Club.

b) No intoxicated member or visitor shall be allowed to enter the Club premises.

c) Any member or visitor becoming intoxicated on Club premises shall be refused further service as per Responsible Service of Alcohol requirements

d) Any member or visitor who is requested by staff to leave the Club must do so promptly and without argument.

e) No member shall be violent, aggressive, reprimand or criticise any employee of the Club. Any feedback or items relating to staff performance should be escalated to the most senior member of staff at the time.

f) Any member who is refused service and/or requested to leave the Club on more than one occasion may be subject to disciplinary action.

g) Any member or visitor engaging in behaviour that is unbecoming of a member shall be requested to leave the Club premises by the CEO, a Manager, supervisor or security staff.

h) The Club President, the CEO or their authorised deputy may suspend a member instantly for acting in a manner unbecoming of a member. This behaviour may have been witnessed by them, recorded on CCTV or reported to them. When this suspension is invoked, it must be followed by a disciplinary hearing pursuant to Clause 18 of the Club Constitution. During the period of suspension, the suspended member is not permitted on the Club premises at any time for any reason. The suspended member automatically becomes a prohibited person until a determination by the Disciplinary Committee is reached.

i) All complaints can be made to the CEO or Club President verbally or in writing via the club email. Alternatively letters or notes can be provided to the reception team for on-forwarding. Management will investigate all such complaints against members and in their discretion, may follow up with a member and/or refer them to the Disciplinary Committee.

j) Management may, after considering such complaints, adjourn the further hearing of the complaint, impose such penalty or penalties as the Board may see fit, or take no further action.

k) Members may escalate the decision of Management to the President or Vice-President if they find the decision to be unsatisfactory.

l) All children under 18 years of age must be always under the supervision of a parent or guardian.

m) Parents or guardians may leave children unattended or unsupervised whilst they are engaged in any sport or game whilst at the club.

n) Showers are located in the sporting area of the building and are available for Members and their guests who have participated in sport.

o) Smoking and or vaping is only permitted within the designated areas of the Club which are sign posted

p) Members must always carry their membership identification card, smartphone app or digital wallet membership card with them whilst on Club premises and produce such identification on the request of any staff or security member or a member of the Board of Directors.

q) Members must not loan or provide their membership card to another person for any reason including obtaining member discounts on food and beverages

r) Access to some external gates and internal doors may be restricted. This is to provide relevant sporting members with access to their sporting areas, and to ensure visitors attend the reception area to sign in. Members may request reception staff to update their member card to provide access through the relevant security gates.

s) No member shall take away or borrow from the Club premises any article(s) or property of the Club without written permission of the CEO.

t) Any member found to be deliberately breaking or damaging Club property may be requested to pay the cost of such damage or breakages.

u) No member shall deliberately misuse or abuse club property in a manner likely to cause damage or breakage.

2. Guests and temporary members

a) Any gaming visitor entering the Club must sign-in at reception and produce, when requested, relevant identification to confirm their identity to staff

b) Members guests who have been signed in by a member will not be permitted to remain in the Club unless in the company of an introducing member.

c) Members introducing guests shall be held responsible for their good conduct.

d) Visitors are not to use the Sporting facilities of the Club, except as a bona fide guest of a Club Member, or as part of an organised competition or specific sporting event being undertaken at the Club.

e) Members may introduce visitors to the privileges and facilities of the Club in line with Section 15 of the Constitution

f) A sporting section may introduce specific conditions to restrict guests and visitors using their sporting facilities. Any member found to be aiding a non-member to afford themselves of the privileges and facilities of the Club when not entitled may have the matter referred for disciplinary action. (For clarification of whether a sporting section has any specific conditions, please refer to that sporting section's rules, guidelines or policy documents).

g) Members must not knowingly assist visitors to enter the Club unless the visitor has in the first instance attended to have their attendance recorded as required.

3. Dress Regulations

a) The Mulgrave Country Club wishes to maintain a standard of dress for members and guests that does not offend, or affect the health and safety of any person whilst on Club premises and includes the following:

i. No offensive wording or logos are permitted on clothing

ii. Footwear must be always worn in all areas of the Club

iii. No person is permitted to be bare chested whilst at the Club

iv. No headwear is to be worn in the gaming room at any time, except for medical or religious reasons

v. Students wearing school uniforms are only permitted on the premises if accompanied by a parent or guardian. The only exception to this is when a student is on Club premises in connection with sport.

4. Sports Sections

a) Any member who plays a sport and uses the Club's sporting facilities more than three times in a membership year, must pay the sports facility fee relevant to that sport, in addition to the membership fee.

b) For the avoidance of doubt, only full members are able to join a Sporting Section. Privilege Card holders are not eligible to join a Sporting Section

c) Members who are registered in competitive teams and represent the Club at a sport are required to pay a registration or pennant and/or competition fee relevant to that sport, in addition to their membership fee and sports facility fee.

d) Members who represent the Club in a competitive team are liable for the individual costs incurred when playing at an opposing club.

e) Members who represent the Club in any sporting competition must at all times behave in a manner that is fair, reasonable under all the circumstances and is not likely to bring discredit to the Club. Any member who behaves in a manner which is unbecoming of a Club member will be referred for disciplinary action.

f) Paid coaching using club facilities is not permitted unless specifically authorised in writing by the CEO and subject to such conditions as the Board determines from time to time.

5. Director Election Guidelines

Sporting Sections and interest groups hosted at the Club (ie. trivia, walking groups, yoga, book clubs, etc) and their Committees, must remain neutral during Club director elections.

A Sporting Section, Section Committee or interest group must not:

a) Endorse, recommend, support or oppose any individual candidate for election to the Club Board;

b) Encourage, request or instruct its members to vote for or against a particular candidate;

c) Communicate that the Section, Committee or Interest Group supports or opposes a particular candidate; or

d) Use its position, membership base or influence to seek to affect the outcome of the election;

e) Use official Section or Club communication channels to advocate for or against a particular candidate. This includes, but is not limited to:

   a. Section or Interest Groups email databases and mailing lists;
   b. Section or Interest Groups newsletters;
   c. Section or Interest Groups websites or social media accounts;
   d. Section or Interest Groups noticeboards;
   e. Section or Interest Groups meetings and presentations;
   f. Any other communication issued on behalf of the Section, Committee or Interest Groups.

f) Must not use Club or Section resources to promote, endorse, oppose or otherwise advocate for or against a particular candidate, including, but not limited to:

   a. Club, Section or Interest Groups funds;
   b. Membership databases and distribution lists;
   c. Club, Section or Interest Groups email accounts;
   d. Printing and other communication resources;
   e. Club, Section or Interest Groups facilities;
   f. Club equipment;
   g. Club employees or staff time; and
   h. Any other Club, Section or Interest Groups asset or resource.

Failure to comply with these Guidelines may result in disciplinary or other action, including the withdrawal or restriction of Section privileges or other penalties as deemed appropriate by the Board.

Depending on the nature and seriousness of the breach, the Board may require:

a. the Section, Committee or Interest Group to immediately cease the relevant activity;
b. Any communication, publication or material supporting or opposing a candidate to be withdrawn or removed;
c. A corrective or clarifying communication to be issued to Section or Interest Group participants
d. The Section or Interest Groups use of Club or Section communication channels or resources to be restricted or withdrawn for the remainder of the election period; or
e. Any other action considered appropriate by the Board.

Where a breach is serious or repeated, the Board may take further disciplinary or governance action in accordance with the Club's Constitution, policies and applicable rules.

6. Capability for participation in sport

a) Any physical activity carries with it a risk of injury. All sporting and recreational activities carry with them inherent risks. Members must inform themselves of such risks and where appropriate obtain medical advice as to their capacity to engage in such activities. By participating in such activities and using the Club facilities, members warrant that they can do so safely without any unreasonable risk of harm to themselves or others.

b) Members must not use any of the Club's facilities whilst suffering from any infectious condition that may be detrimental to any other person's health.

c) Members use all the Club's facilities and engage in any activity on the Club's premises entirely at their own risk and acknowledge that the Club accepts no responsibility or any liability in respect of such use or activity

d) If the member causes harm to others whilst engaging in any activity on the Club's premises or using any of the Club's facilities then the member agrees to fully indemnify the Club in respect of any liability that may attach to any such activity or use of the Club's facilities.

e) Members are strongly encouraged to ensure that they have personal insurance that provides coverage to them in relation to personal injury/illness and the liability that they may have to others when engaging in sporting/recreational activities.