

Yamala Park Tennis Club Inc.

Incorporation number: A0005926G

By-Laws

August 2014 - V14.1

By-Laws

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By-Laws

1. Affiliation

The Club may affiliate with Tennis Victoria and be a member of the Peninsula Tennis Association or any organisation considered as necessary, or desirable, by the Committee.

2. Membership

2.1 Membership Categories

- i. Junior (5 – 17 Years): Membership for juniors who play social and/or competition play.
- ii. Student (18 – 25 Years): Membership for full-time students studying at a Tertiary Institute.
- iii. Senior: Adult Membership.
- iv. Pensioner: Senior Membership for individuals holding a Pensioner Concession Card.
- v. Couple (2 Adults): Membership for couples living under same roof.
- vi. Family Bronze (1 Adult / 1 Junior): Family membership for Adult/Child living under same roof.
- vii. Family Silver (1 -2 Adults / 1 – 3 Juniors): Membership for families living under same roof.
- viii. Family Gold (1 -2 Adults / 1 – 5 Juniors): Membership for families living under same roof with extended privileges & facility options included.
- ix. Social: Membership for non-playing individuals who wish to maintain membership & attendance at weekly gazetted social events.

2.2 Membership Fees

2.2.1 Joining Fee:

A one-time joining fee is payable for new members and is subject to the following conditions:

- i. For membership category upgrade (e.g. junior to family), the joining fee payable will be the difference between the categories based on the current fee schedule.
- ii. Previous members of the Club who wish to re-join following a lapse in membership, are required to pay the current joining fee unless in the case of a granted Leave of Absence (see 2.3)

2.2.2 Annual Fee:

Annual Membership Fees are payable for the club membership year period of September 1 – August 31. Pro-rata annual fees will apply only for new members who join throughout the year.

2.2.3 Guest Fee

Members who wish to invite guests to play at the Club during General Play Times are required to pay the prescribed Guest Playing Rights fee. General conditions are as follows:

- i. The Annual Guest Fee is payable on Membership Sign Up/Renewal.
- ii. Pro-rata Guest Fees are not applicable.
- iii. The inviting member is to ensure that visitor details are entered into the Visitors Book located in the Clubroom.
- iv. Inviting members are required to accompany their guest while playing at Yamala.
- v. Individual guests may play on invitation a maximum of three times per year regardless of the introducing member. *(NB – Excludes Family Gold Membership Holders where repeat guests are not restricted)*
- vi. The number of invited playing guests per play session is restricted in accordance with the Member / Guest Court Playing Rights Schedule as shown in Section 5 – Court Usage

2.3 Leave of Absence

Any member may notify the Membership Secretary in writing of their wish to take leave of absence from the Association.

- (a) The Committee will consider the request for Leave of absence and the time required when extenuating circumstances arise such as: long-term illness or injury or there is a requirement to work interstate or overseas for a reasonable period.
- (b) If the period of absence is extended beyond a reasonable time, the membership may be deemed to have lapsed, requiring payment of a new joining fee and the annual subscription.

2.4 Life membership

Any financial Adult full member or Student member shall be entitled to propose a member or any person for Life Membership. Such proposal shall be made in writing and submitted to the Committee no later than June for ratification by them and to be put as a recommendation to the next Annual General Meeting.

Life Membership of the Association may be conferred at any annual or special general meeting on a member who has rendered significant service to the Association. Such nominations shall carry the unanimous recommendation of the Committee.

- (a) The nomination for Life Membership must be carried by two-thirds majority of those present and eligible to vote at a General Meeting of the Association.
- (b) Life Members shall be entitled to all the privileges of the Club, without the payment of an annual subscription.

3. Keys

3.1 Court Key:

A key deposit is payable for holders of a Court Key (1 key issued) and is refundable on return. Replacement or extra keys will incur additional deposit fees at the scheduled rate.

3.2 Clubhouse and Court Key:

A key deposit is payable for holders of a Clubhouse & Court Master Key (1 key issue)] and is refundable on return. Replacement or extra keys will incur additional deposit fees at the scheduled rate.

3.3 Floodlight Key:

A key will be issued on request to Senior Members to provide access to the lighting control cabinet to operate floodlighting for Night Tennis.

3.4 Return of Keys:

Issued keys remain the property of the Club and it is a requirement for Members to return all supplied keys to the Membership Secretary upon resignation.

4. Tennis VIC Affiliation & Insurance

Payment of the Annual Membership Fee entitles members to Tennis Victoria personal injury insurance and purchasing discounts at sponsored retail outlets. Further information can be found on the Tennis Victoria web site.

5. Court Usage

5.1 General:

All courts are available to all members subject to times set designated for: coaching, junior/senior practise and competition, gazetted social play and casual court hire. Refer to the weekly schedule posted on the club website for more details on court play times.

5.2 Court Play Allowance:

Members are provided with concurrent court play allocation in accordance with the Member / Guest Playing Rights Schedule.

5.3 Junior Court Play priority

- On Saturday, when Junior competition play is being held between the hours of 8.15am to 12.30pm, all courts are for the priority use of Junior players for both competition & practice.
- On Junior gazetted practice times as shown on the court schedule on the Club's website.

5.4 Senior/Family Court Play Priority

At all other times other than those above

5.5. Peak Times:

In peak court use times where courts are heavily patronised court use is to be rotated on a first in first off basis. Generally members who are waiting for court time should not be waiting any longer than 20 minutes. This will require co-operation & polite communication by all members. Doubles play will also take precedence over singles play and members should team up for doubles play in busy periods where possible.

Membership	No. of Courts Permitted for Play	Max. No. of Playing Guests Permitted per Visit (Annual Guest Fees Apply)	Max. No. of Repeat Visits per Guest / Year (Annual Guest Fees Apply)
Junior	1	1	3
Student	1	1	3
Senior	1	1	3
Pensioner	1	1	3
Couple	1	2	3
Family Bronze	1	2	3
Family Silver	2	2	3
Family Gold	2	Unrestricted	Unrestricted

6. Court Floodlighting

Courts 1 and 2 Floodlighting is available for use by members at the rate of \$8.00 per court per hour. An adult supervising member is required at all times to accompany juniors playing night tennis.

Court lights will not be used for a set to commence after 10.00pm. Members and their guests are required to vacate the courts by 10.30pm with minimum noise and ensure all lights and power are switched off prior to locking up.

7. Private Court/Clubhouse Functions

Special Private court/clubhouse bookings are possible at low use times by both members and visitors. Enquiries should be directed to the Club Court Hire Booking Officer. Generally a minimum of 4 weeks' notice period will apply for private bookings to allow for Committee approval.

8. Semi-Private Court/Clubhouse Functions

Semi-Private court/clubhouse booking are possible at low use times by both members and visitors. Enquiries should be directed to the Club Court Hire Booking Officer.

Note: Holders of 'Family - Gold Memberships' are provided with the privilege of a 2 court/3 hour facility block reservations for semi-private functions. (Two per year) Bookings required.

9. Weekly Gazetted Social Playing Groups

Members who wish to form a Weekly Gazetted Social Playing Group may do so by applying to the Yamala Park Committee. General conditions regarding the operation of a Play Group with associated priority court and clubhouse privileges at Yamala are as follows:

- (a) Minimum number of regularly participating Financial Club Members: Eight (8)
- (b) Playing Groups are required to play at set start and finish times (normally 3 – 4 hour time blocks)
- (c) The Playing Group is required to have a Group Representative appointed for Committee liaison and collection of any participant fees that may apply.
- (d) It is the Group's Representative's responsibility to ensure that the By-Laws of the Club and those of Frankston City Council are observed by all participants of the playing group.
- (d) Gazetted Social Playing Groups are to be inclusive and available to all Club Financial Members who wish to attend.
- (e) Each Playing Group's method of operation can be tailored to suit the particular requirements of the participating members and club facilities used eg. *Court Floodlighting / Barbecue Access/Tennis Balls Self or Club Supplied*
- (f) At the time of application the Group Representative is required to provide details surrounding the proposal which should be forwarded to the General Committee for consideration. Assistance in the preparation of the application will be available from a member of the Executive Committee as required.

Proposal details should include the following items:

Day/Time of Proposed Group Play; Names of participating Club Financial Members; Member Fees (if applicable); Court Allocations Required; Visitor Rules; Floodlighting Requirements; Tennis Balls; Food /Refreshment Arrangements

- (a) Clubhouse priority in regard to table reservations will be provided to the Gazetted Social Group.
- (b) Kitchen use priority in regard to the preparation of meals/refreshments will be provided to the Gazetted Social Group.
- (c) Specific Court Use priority will be provided to the Gazetted Social Group.
- (d) Special Open Days/Club Championships will have court priority rights over social group play.
- (e) Gazetted Social Play Groups should have at least one representative in attendance to Club Fundraising Events.
- (f) Gazetted Social Play Groups should have at least one representative in attendance to Club Working Bees.
- (g) Gazetted Social Play Groups should have at least one representative in attendance at the Club's Annual General Meeting.
- (h) It is preferred that each Social Group will have at least one representative serving on the Club's General Committee.

Where weekly member participation regularly declines below eight (8) Financial Club Members the Committee may, at its discretion, revoke 'both Court and Clubhouse priority use rights to the group and reschedule the time to 'General Play' where equal playing and clubhouse rights apply to all members as detailed.

10. Care of the courts

10.1 En-tout-cas courts

Watering: Courts should be well watered to the fence line prior to the commencement of play and every set thereafter.

Sweeping: Courts are required to be swept prior to the start of play following watering and every set thereafter.

10.2 Synthetic grass courts

The Club will ensure that funds are set aside on a monthly basis to accommodate future maintenance and replacement of the playing surface.

10.3 Food

In general food should not be consumed on the courts. However energy food such as fruit/energy bars may be consumed during competition play ensuring that all rubbish is removed from courts.

11. Player conduct

11.1 Clothing and footwear

- (a) Appropriate tennis clothing and flat sole tennis shoes are required to be worn at all times by members and guests using the courts. Players are to wear a shirt at all times and denim is not allowed.
- (b) Providing correct tennis shoes are worn, children attending coaching after school may play in school uniform subject to the Coach's approval.
- (c) Runners/trainers with a ripple sole or heel are not permitted as they damage the court surface.
- (d) Current members should ensure that shoe-tags are worn.

11.2 Behaviour

The Club is a family-friendly club and encourages all our members and visitors to enjoy their tennis while respecting the Tennis Australia Code of Conduct.

The club also endorses The *Victorian Code of Conduct for Community Sport* which outlines behaviours that are expected of every involved person be they spectators, players, club members, officials, participants, administrators, coaches, parents or members of the community. Further information is found on the Club's website.

12. Selection of teams

The Junior Competition Coordinator and Director of Coaching shall meet as required during the season for the purpose of selecting teams to play in the PTA competition.

13. Auditor

An auditor shall be used to:

- (a) Examine the financial records of the Club at least once a year, preferably prior to the Annual General Meeting.
- (b) Give a certificate as to the correctness or otherwise of the Association's finances.

14. Animals

No member or guest of a Member shall bring any animal into the Clubhouse or allow them onto the tennis courts, unless they are a Registered Seeing Eye Dog or Hearing Dog accompanied by their owner.

Members and guests are requested to keep dogs on the lead whilst on Club property.

15. Canvassing, advertising and the like

No pamphlet, advertisement or notice of any kind shall be exhibited in any part of the Club premises without the permission of the Committee.

16. Alcohol licence

The Club is the holder of a BYO Licence and all members, visitors and guests are required to abide by the statutory and regulatory framework of that licence.

The conditions of permit of the liquor licence shall be displayed in the Clubrooms.