

# **Belmont Sports & Recreation Club Inc. (BSRC)**

## **By Laws**

### **1. CODE OF CONDUCT**

1. The following Code of Conduct dated are adopted as a By Law to establish rules to maintain good governance of the BSRC.

### **2. MEMBERSHIP**

1. The following rules relating to membership applications of the BSRC are adopted as a By Law of the BSRC.
2. No Member shall provide bulk applications for membership to the BSRC without the prior approval of the BSRC Management Committee.
3. All applications for membership of the BSRC may be subject to verifications by the Manager or the BSRC Management Committee.
4. Any applications for membership of the BSRC must be a bone fide application by the person making the application.
5. Any person assisting in or making sham applications for membership of the BSRC shall be subject to the disciplinary process of the Club.
6. In order to verify any applications for membership, the Manager or the Management Committee may require verification in person of any applicant for membership by attendance at the premises of the BSRC.
7. The Manager shall provide a list of eligible members of the BSRC as at the 30/06/21 in each calendar year for the purpose of voting in any election; or attendance at any special, general or annual general meeting of the BSRC.
8. Any person who's membership status changes due to:
  - a) No longer being eligible as a junior member.
  - b) Change of their residential address or;
  - c) Ceases financial membership of their affiliated Club;then those persons need to re-apply for membership of the BSRC based on their current status.
9. Any financial member of an affiliated club must apply for membership of the BSRC.  
Affiliated clubs must provide details of their membership when requested to do so by the manager of the BSRC.  
Failure to provide this information may result in disaffiliation of the club from the BSRC.

### **3. ELECTIONS**

1. The following rules pertaining to elections are adopted as a By Law of the BSRC.
2. All nominations for election to any committee of the BSRC must be provided in person to the Manager/Returning Officer of the BSRC in accordance with the constitution of the BSRC.
3. Upon receipt of such nomination the Manager must, as soon as practicable, post a copy of the nomination in a prominent place within the Club.
4. No person shall interfere with the casting of the ballot of any other member in any election at the BSRC.

### **4. TEMPORARY SUSPENSIONS**

1. A person or member who fails to follow a direction from the manager of the BSRC may be suspended by the manager from the premises of the BSRC for a maximum period of up to one month.

### **5. PRIVACY**

The membership register of the BSRC is private and confidential property of the BSRC.

The membership register must not be removed from the office and personal information must be protected.

Personal inspection of the membership register can only be granted subject to the following.

1. Receipt of a written request to the secretary from a member.
2. Receipt of a valid Statutory Declaration under the Oaths, Affidavits, and Statutory Declarations Act 2005,
3. The Statutory Declaration must be in accordance with all the guidelines of the Incorporations Act WA,
4. The format of the Statutory Declaration must be in a format approved by the Management Committee.
5. All requests to inspect the membership register must be considered at the meeting of the Management Committee.
6. Any request for inspection of the membership register must be for a valid and bona fide reason.