



**SHARKS SPORTING CLUB TOWNSVILLE INC**  
**IA14423**

**CLUB BY-LAWS**

Effective: 01 January 2020



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

## TABLE OF CONTENTS

1	CLUB GOVERNANCE .....	3
2	SUB COMMITTEES.....	3
3	TECHNICAL/OPERATIONAL SUB-COMMITTEE .....	3
4	JUNIOR SUB-COMMITTEE .....	3
5	CLUB MEMBERSHIP.....	4
6	CODE OF BEHAVIOUR.....	5
7	MEMBERSHIP FEES.....	5
8	REFUND OF MEMBERSHIP FEES.....	5
9	BENEFITS OF MEMBERSHIP.....	6
10	ELIGIBILITY TO PARTICIPATE IN COMPETITIONS.....	6
11	PAYMENT PLANS.....	6
12	PLAYERS 'PLAYING UP' AN AGE DIVISION (JUNIORS) .....	7
13	SELECTION IN SENIOR TEAMS.....	7
14	PLAYERS MOVING BETWEEN DIVISIONS (SENIORS) .....	8
15	RISK MANAGEMENT.....	9
16	FIRST AID .....	9
17	WET / HOT WEATHER TRAINING POLICY .....	10
18	BLOOD RULE.....	10
19	SOCIAL NETWORKING .....	11
20	FINANCIAL ASSISTANCE.....	11
21	PLAYER CLEARANCE TO ANOTHER CLUB .....	12
22	COMPLAINT HANDLING .....	12
23	MEMBER PROTECTION.....	12
24	PLAYER RESPONSIBILITIES.....	13
25	REQUESTS FOR SPECIAL CIRCUMSTANCES NOT COVERED BY THESE BY-LAWS .....	13
	APPENDIX A – SCHEDULE OF FEES .....	14
	APPENDIX B - CRITERIA FOR LIFE MEMBERSHIP .....	15
	APPENDIX C - APPLICATION FOR PAYMENT PLAN .....	21



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

## **1 CLUB GOVERNANCE**

- 1) Pursuant to the club's Constitution (hereafter referred to as 'Rules'), the management committee of the club shall consist of the following members:
  - a) President
  - b) Vice President
  - c) Secretary
  - d) Treasurer
  - e) Registrar
- 2) The roles and responsibilities of the management committee shall be as per those outlined in the club's Rules and/or current Operational Plan.

## **2 SUB COMMITTEES**

- 1) In accordance with the club's Rules, the following sub-committees may be put in place for the forthcoming season(s):
  - a) Technical/Operational Sub-Committee
  - b) Junior Sub-Committee
- 2) Members of sub-committees are to be appointed by the management committee, and are not subject to election by ordinary members.
- 3) Unless otherwise specified in the respective Positional Description, all members of the sub-committees are directly responsible to the President of the club.

## **3 TECHNICAL/OPERATIONAL SUB-COMMITTEE**

- 1) The technical & operational aspects of the club may be coordinated by a sub-committee consisting of the following members:
  - a) Volunteer Coordinator
  - b) Social Coordinator
  - c) Referee Coordinator
  - d) Coach Coordinator
  - e) Club Delegate x 2

## **4 JUNIOR SUB-COMMITTEE**

- 1) The Junior segment of the club may be governed by a sub-committee consisting of the following members:
  - a) Junior Chairperson
  - b) Secretary (Junior)
  - c) Treasurer (Junior)
  - d) Any other member/position deemed necessary by the aforementioned members for the current season.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

## 5 CLUB MEMBERSHIP

Memberships shall be categorised and granted in accordance with the club's Rules, and by-laws contained herein.

- 1) **Ordinary Members** shall be those members of the club who:
  - a) are registered to play with a club team for the purpose of participating in respective junior and/or senior competitions;
  - b) have paid all respective membership fees associated with ordinary membership; &
  - c) have had their membership application ratified at a general committee meeting, and particulars recorded in the club's electronic register of members.
- 2) **Associate Members** – shall be those members of the club who:
  - a) are not registered to play with a club team for the purpose of participating in respective junior and/or senior competitions (excluding officials);
  - b) have expressed a desire to be involved in the club by way of volunteering their time/services; &
  - c) have had their membership application ratified at a general committee meeting, and particulars recorded in the club's electronic register of members.
- 3) **Social Members** – shall be those members of the club who:
  - a) are not registered to play or officiate with a club team for the purpose of participating in respective junior and/or senior competitions;
  - b) do not hold a formal committee or volunteer role with the club;
  - c) are supporters of the club, and willing to contribute to the club's overall objectives;
  - d) have paid all respective membership fees associated with social membership; &
  - e) have had their membership application ratified at a general committee meeting, and particulars recorded in the club's electronic register of members.
- 4) **Life Members** – shall be those members of the club who:
  - a) have been nominated for, and duly elected to, the position of life member in accordance with the Criteria for Life Membership (Appendix B).
- 5) With the exception of life members, and incumbent committee members, all memberships shall be for the period of the current registered season only.
- 6) Committee members will remain members of the association until the next scheduled Annual General Meeting, or they are no longer appointed to a committee position, whichever is the latter.
- 7) In accordance with the club's Rules, members who have membership fees in arrears for a period of at least 2 months may have their membership terminated.
- 8) All Ordinary Members are subject to the respective affiliate's competition rules re registration, and as such may be declined membership of the Club if deadlines have passed.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

## **6 CODE OF BEHAVIOUR**

- 1) All members of the club are subject to the Club's Code of Conduct and those of the respective Association whose competition the club may be participating in; in addition to any section of these By-Laws pertaining to appropriate behaviour.
- 2) Non adherence to these Codes of Conduct may result in the termination of club membership pursuant to the club's Rules.
- 3) All appointed coaches/officials dealing with junior teams are expected to hold a valid (Working with Children) Blue Card.

## **7 MEMBERSHIP FEES**

- 1) Membership fees for the current season(s) are set out in Appendix A
- 2) Membership fees for registered members are due in full before the commencement of round 3 of the respective competition.
- 3) All players are ineligible from taking the field until fees are paid in full, unless By-Laws (10)(2) & (11) apply.
- 4) Membership fees due & paid in the second half of the competition season (for new signing members) may be discounted at the management committee's discretion.
- 5) All membership fees contain a non-refundable component to cover administration tasks and/or the club's affiliation with the respective competition affiliate.

## **8 REFUND OF MEMBERSHIP FEES**

- 1) In accordance with By-Law (7), all members of the club are subject to payment of the respective fee associated with their membership. Club operations and strategic direction are often based on the presumed commitment of those who have applied for membership, and thus no refund of fees is automatic.
- 2) All refunds will be determined on a case-by-case basis, with the following determinants as guidelines only:
  - a) has the member played more than two (2) competition games for the club;
  - b) does the member have any outstanding commitments with the club (financial or otherwise);
  - c) were operational decisions based on the presumed commitment of the member to the club (team numbers, purchase of uniforms etc);
  - d) has the member requested a clearance to play for an opposition club; etc
- 3) As per By-Law (7), any agreed upon refund is also subject to a non-refundable component, to be waived only at the management committee's discretion.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

## 9 BENEFITS OF MEMBERSHIP

The benefits associated with membership of the club are:

- a) eligibility to participate in respective junior and/or senior competitions as a representative of the club (ordinary members only);
- b) eligibility to vote at general meetings;
- c) tacit permission to attend club functions & events (once any financial commitments are met)
- d) the receipt of complimentary club merchandise as so determined by the committee from time to time;
- e) insurance as per the Touch Football Australia's (TFA) insurance policy.

## 10 ELIGIBILITY TO PARTICIPATE IN COMPETITIONS

- 1) Pursuant to By-Law (7), club members will be eligible to participate in respective competitions as a representative of the club only upon full receipt of all associated fees; or an agreed upon payment plan.
- 2) Potential 'new' club members may participate in a maximum of two (2) consecutive Townsville Castle Hill Touch Assoc. or Thuringowa Touch Assoc. competitions round games, without financial commitment, in order to ascertain willingness to remain with the club.
- 3) Subsection (2) of this rule does not apply to players wishing to participate in teams competing in Division 1 & 2 of the TCHTA competition, or any club team participating in a representative competition, for example, the NQ Junior Championships. Players in these teams must be fully financial at the time of playing.
- 4) Participants wishing to represent the club under subsection (2) of this By-Law must have prior approval from the management committee before taking the field.
- 5) No club member will be eligible to represent the club if their membership application and relevant membership fee is received less than 3 days prior to the respective competition game. This includes clearance of electronic funds transfer.
- 6) Teams found to be fielding un-financial and/or unregistered members will have the fact reported to the respective governing body of the competition in question, and are liable to penalty and/or sanctions by both the association and the club.
- 7) The committee reserves the right to remove an un-financial player from a game in play, and may forfeit their team's game if not complied with.

## 11 PAYMENT PLANS

- 1) In accordance with Rule 10, members will not be eligible to participate on the club's behalf until all due fees are paid.
- 2) In substantiated cases of difficulty in making full payment by the due membership payment deadline, a prospective member may seek to establish a payment plan.
- 3) Requests for a payment plan **must** be submitted in writing. Payment Plans must be in place a minimum of 3 days in advance of the member's first game played.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

- 4) Members with an agreed upon payment plan may be subject to an additional weekly fee, for every week outstanding, should they fail to fulfil their obligations under said plan. This amount will be added to the original fee and will form the new total due.
- 5) The revised total amount shall still be due & payable by the final agreed upon date, as per the original agreement conditions.
- 6) A second breach of any plan conditions may result in termination of membership with the club pursuant to the club's Rules. Applicable refund of fees should they be requested will only be applied in accordance with By-Law (8)

## **12 PLAYERS 'PLAYING UP' AN AGE DIVISION (JUNIORS)**

- 1) Age group eligibility for specific divisions in junior competitions will be in accordance with the TCHTA By-Laws, or those of the respective completion the club is participating in.
- 2) Throughout the season all coaches are to identify players who could play up an age division.
- 3) Training for any player "doubling up" to an older age grade on an interim basis is not to interfere with their own team training commitments.
- 4) Coaches/Managers need to liaise with the team they are taking the player from, out of courtesy, before approaching the player. Coaches are to ensure that parents are informed and consent to their child playing up an age division prior to the game.
- 5) Existing players in the upper team have first priority for game time. Players 'doubling up' should not be used at the expense of existing team players.
- 6) Double-up players; and those players authorised by the club to participate in dual age division teams, will be covered for game fees in accordance with the club's internal registration fee policy.
- 7) Players wanting to play up an age division all year must get permission from the club. Consideration will be based on several factors including, but not limited to, team numbers in the players own age group and the age group above; and suitability for player safety, as well any other factor deemed appropriate by the club.
- 8) Exceptions to subsection (7) would be teams deemed not having suitable player numbers to actually field a team.

## **13 SELECTION IN SENIOR TEAMS**

- 1) In catering for all player preferences, Divisions 1 & 2 will be regarded as the club's "elite" (competitive) divisions; while Division 3 and below will be regarded as predominantly 'social' divisions.
- 2) Division 2 is seen as a development pathway for players to represent in Division 1. Players in this division should be willing to assist Division 1 teams where required, and/or accept selection in this higher division team. Consideration should be given to talented junior players where possible.
- 3) Players in Divisions 1 & 2 should train as a squad in the pre-season; likewise divisions 3 & 4, and so on down the grades.
- 4) The club aims to have relatively even, competitive teams in all divisions (and junior age groups) whilst maintaining club spirit and a healthy competitive culture.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

- 5) The Club will monitor the progress of each team in all divisions / age groups on a regular basis. Club officials will review the makeup of teams on an annual basis when determining the selections for a new season.
- 6) Team selections will be the responsibility of the respective team coaches, and overseen by the Coaching Coordinator and/or President as applicable. When making decisions the following priorities will be followed:
  - a) what is best for the Club
  - b) what is best for the Team
  - c) what is best for the Individual
  - d) team selections will be determined on the basis that players play for enjoyment, health & fitness, inclusion, skill development, and also to be competitive.
- 7) The placement of new players to the Club after the commencement of the respective competition will be determined by the respective team coaches (and overseen by the Coaching Coordinator if necessary) who will consider the abovementioned criteria when making these decisions. Individual players and other team officials can make recommendations but will not determine the placement of new players
- 8) Team numbers and total teams in each junior age group will be determined by the number of players following sign-on. The club will aim to find a balance between maximum participation and ensuring all teams have enough players throughout the season.
- 9) All players within a division / junior age group, particularly where player numbers and/or coaches are uncertain, are recommended to train as one squad for the initial 2-4 weeks of the season.

#### **14 PLAYERS MOVING BETWEEN DIVISIONS (SENIORS)**

- 1) Throughout the season all coaches are to identify players who could play up a division if required. These player's names should be communicated to the higher division coach for consideration.
- 2) Any movement of players throughout divisions is to adhere to the respective Association's competition by-laws.
- 3) Coaches/Managers need to liaise with the team they are taking the player from, out of courtesy, before approaching the player to play a double-up game in a higher grade.
- 4) Coaches/Managers are to monitor the eligibility of all their players for the finals series, in order to ensure that a full team is available if necessary; as well as ensure 'fringe' or 'double up' players are not deemed ineligible to drop back down a division for finals.
- 5) Should any player be used in a grade to an extent such that they would be deemed ineligible to play the final series in a lower division (ie: they have played the majority of their games in the higher grade team) – be it via selection and/or double-up - the player is to be considered a member of the higher division team for the remainder of the season and cannot be 'dropped' for any subsequent finals series, unless extenuating circumstances prevail.
- 6) Coaches are responsible for communicating proposed selection changes promptly with the affected player(s), including reasons and feedback; and the management committee is also to be advised. Should the player be under 18 years of age, communication with respective parents/guardians should also take place.





Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

- 7) All coaches are to have their team roster finalised by no later than 4 rounds prior to the applicable competition's finals series.

## **15 RISK MANAGEMENT**

- 1) The club recognises the inherent dangers of playing a contact sport; as well as the physical elements in which players undertake physical activity.
- 2) A number of risk management policies & procedures have been put in place by the club to maximise the safety of all club members. Aspects covered include:
  - a) First Aid
  - b) Inclement Weather
  - c) Blood Rule
  - d) Code of Conduct
- 3) Risk management strategies implemented by the local Association and/or Touch Football Australia (eg: pregnancy guidelines, recovery guidelines etc) will also be implemented where possible.
- 4) Members are to promptly advise a club official of any hazards or risks they become aware of in the course of training, games or club events.

## **16 FIRST AID**

- 1) The club will at all times endeavour to ensure that:
    - a) individuals with a current first aid certificate are present at training and competitions;
    - b) a complete first aid kit is always available, including a supply of gloves;
    - c) protective eye wear and resuscitation bags or disposable mouth-to-mouth devices are available;
    - d) there is access to a telephone to contact emergency services if necessary; and
    - e) relevant people (ie coaches, first aiders, officials) know the location of the nearest hospital emergency centre.
    - f) Sports first aid officers or anyone else responsible for treating bleeding people or handling blood contaminated materials should wear disposable latex gloves. Gloves offer two way protection for both the person wearing the gloves and the person being treated. Not wearing gloves places first aid staff at risk of infection from sites such as under or around fingernails where skin tears are common; use a new set of gloves to treat each person, and dispose of immediately after use; and wash hands with soap and water as soon as possible after gloves are removed.
  - 2) As hepatitis B can live in water, fresh water should be used to clean the wounds of each injured person.
  - 3) In an emergency (eg: on the field prior to medical attention) a towel can be used to cover the wound until the player is moved to a location where gloves are available.
  - 4) It is the injured members responsibility to submit a completed TFA Insurance report within a day of the injury event, or as soon as practical. This will assist in maximising the members opportunity for a potential claim.
  - 5) It is recommended that all injuries be reported, to account for the possibility that the condition worsens at a later date.
-



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

## 17 WET / HOT WEATHER TRAINING POLICY

- 1) Notwithstanding policies put in place by the association for their respective competitions, the following policies are to be adhered to as applicable with respect to training commitments by club teams.
- 2) **Wet Weather** – should the management committee deem the club’s training facility is unusable and/or unsafe due to inclement wet weather:
  - a) a decision will be made by 4pm of the afternoon of the scheduled training day and coaches will be notified by a member of the committee at earliest possible opportunity.
  - b) coaches may opt to cancel training for their team(s) or source an alternate location, ensuring that player safety is not to be compromised at any time.
  - c) Irrespective of any decision made prior, should lightning be present at any stage of the training period, teams are to cease training and/or seek safer options. No member is to be subjected to weather involving electrical storms.
- 3) **Hot Weather** - The following hot weather policy conforms to Sport Medicine Australia’s recommendations on participation for all ages in extreme heat.
  - a) Ambient temperature exceeds 38 degrees – physical activity is to cease when the temperature is equal to or exceeds 38 degrees Celsius.
  - b) Ambient temperature is between 32-37 degrees – rest breaks should be given from physical activity equivalent to 3 minutes for every 30 minutes of activity.
  - c) Adequate sun protection should be worn (hat, long sleeves, sunscreen etc) where practically possible during all physical activity.
  - d) It is recommended participants drink at least 2 cups of water no more than 2 hours before exercising to promote adequate hydration and allow time for excretion of excess water. During exercise it is recommended that participants should drink fluid at regular intervals to replace water lost through sweating. Participants should aim to drink at least 3 ml per kg of body mass (about 250 ml for the average athlete of around 70 kilograms every 15 to 20 minutes). Fluid taken should be cooler than the ambient temperature.
  - e) **Children** sweat less and get less evaporative cooling than adults. In warm and hot weather they have greater difficulty getting rid of heat; they look flushed, and feel hotter and more stressed than adults. Children seem to be effective at “listening to their bodies” and regulating their physical activity. For this reason, children should always be allowed to exercise at their preferred intensity. They should never be urged to exercise harder or compelled to play strenuous sport in warm weather. If children appear distressed or complain of feeling unwell, they should stop exercising. Drinks should be provided for children playing sport.

## 18 BLOOD RULE

- 1) The following rules are to come into play when blood is evident:
  - a) The player who is bleeding or has blood on their clothing must immediately leave the playing field and seek medical attention.
  - b) the bleeding must be stopped, the wound dressed and blood on the player’s body or clothing cleaned off before they return to the game/training.
  - c) play must cease until all blood on the ground or equipment is cleaned up.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

## **19 SOCIAL NETWORKING**

- 1) The club acknowledges the enormous value of social networking websites, such as Facebook and Twitter, to promote our sport and celebrate the achievements and success of the people involved in our sport. All members bound by these By-Laws are expected to conduct themselves appropriately when using social networking sites to share information related to our club. Social media postings, blogs, status updates and tweets:
  - a) must not use offensive, provocative or hateful language;
  - b) must not be misleading, false or injure the reputation of another person;
  - c) should respect and maintain the privacy of others;
  - d) should promote the sport in a positive way
- 2) Members found to be in violation of this By-Law may be subject to penalties pursuant to By-Law (6), and under jurisdiction of TFA's Code of Conduct & Member Protection policies.

## **20 FINANCIAL ASSISTANCE**

- 1) Members may apply to the club for, and receive financial assistance, providing the overall objectives of the club are not contravened.
- 2) To be eligible to request financial assistance, the member must be fully financial with the club, and deemed of good character in the local Touch community.
- 3) All requests for financial assistance must be in writing, and submitted in a timely manner with respect to when the aid is required.
- 4) Requests should outline the reason for the assistance (rep tournament costs, to purchase equipment, financial hardship etc) and the benefit, if any, to the club.
- 5) Requests for financial assistance may be made once only per season; and may not exceed more than two (2) requests per member over a five (5) year period.
- 6) All requests will be determined on a case-by-case basis, with the following determinants as guidelines only:
  - a) the amount and substantiation of financial assistance required;
  - b) the length of membership with the club;
  - c) services provided to the club during the period of membership;
  - d) the perceived 'marquee' value of the member in attracting other members to the club.
  - e) Other sources of financial assistance (other than cash) e.g. raffles, fundraising opportunities, grants
- 7) All requests will be determined by a meeting of the management committee, and once a decision has been made, the member will be notified as soon as possible.
- 8) Assistance may be conditional upon a 'return of service' e.g. run coaching clinic, information session etc.
- 9) The management committee's decision shall be final, and no further correspondence regarding the request will be entered into.
- 10) The committee will keep a register of financial assistance applications



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

## **21 PLAYER CLEARANCE TO ANOTHER CLUB**

- 1) Clearances to allow a member to play for another club will be determined based on, but not limited to, any outstanding financial commitment by the member to the club.
- 2) Clearances will not be granted within the same season once the member has played more than 5 games for the club in that competition season, irrespective of the division(s) played for.
- 3) Applications for clearance must be made in writing and submitted to the secretary of the club no less than 5 days prior to the date the player wishes to depart.
- 4) In accordance with subsection (3), all clearances, once approved, will be dated no earlier than 5 days from receipt of the request.
- 5) Members requesting a clearance to another Townsville club are not entitled to a refund of membership fees if they have played 3 or more games for the club.

## **22 COMPLAINT HANDLING**

- 1) The club aims to provide a simple, confidential and trustworthy procedure for resolving complaints based on the principles of natural justice. Any person (a complainant) may report a complaint about a person/s bound by these By-Laws (respondent) if they feel they have been harassed, bullied or discriminated against.
- 2) All complaints will be dealt with promptly, seriously, sensitively and confidentially.
- 3) The club will aim to resolve complaints quickly and fairly. Complaints may be resolved by agreement between the people involved with no need for disciplinary action.
- 4) Mediation is a confidential process that allows those involved in a complaint to discuss the issues or incident in question and come up with mutually agreed solutions. It may occur before or after the investigation of a complaint.
- 5) If a complainant wishes to resolve the complaint with the help of a mediator, the President, or delegated individual will, in consultation with the complainant, arrange for an independent mediator where possible. We will not allow lawyers to negotiate on behalf of the complainant and/or the respondent.
- 6) Complaints that fall outside the scope of these procedures will be handled in accordance with the club's current Member Protection Policy, or that of Touch Football Australia, as applicable.

## **23 MEMBER PROTECTION**

- 1) The club encourages participation in our sport, in any capacity, by all members of the community – without reference to age, ability, income, education, sexual preference, race or religion. Our commitment is to provide an environment safe for children that is free from harassment, discrimination and abuse for everyone, and promotes inclusion, respectful and positive behaviour and values.
- 2) Unless otherwise stipulated within these By-Laws, members will be bound by the club's current Member Protection Policy, and respective procedures dealing with matters such as anti-discrimination & harassment, gender identity, cyber-bullying etc.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

## **24 PLAYER RESPONSIBILITIES**

A member of the club that participates as a player in a team has a degree of responsibility towards both that team, & the Club. In addition to the respective Codes of Conduct, player's bound by these By-Laws hereby tacitly agree to:

- a) Attend all reasonable training sessions and team meetings of the club.
- b) Obey all reasonable directions of the coach, and club committee members.
- c) Obey all reasonable directions of medical and support staff.
- d) Make a reasonable attempt to attend and participate in Club functions, and Club fundraising events held throughout the season.
- e) Inform coaches/support staff/committee of any relevant medical condition; NOTE: in some cases a medical clearance may be requested before players may retake the field.
- f) Wear any club apparel with pride & respect, and ensure activities undertaken whilst wearing club apparel do not bring the club's name into disrepute.

## **25 REQUESTS FOR SPECIAL CIRCUMSTANCES NOT COVERED BY THESE BY-LAWS**

- 1) Where there arises any special circumstance that is not already covered by these by-laws then a member may make application in writing to the management committee to have their situation considered.
- 2) All requests must be submitted in writing (including email) to the club secretary.
- 3) Decisions made that fall outside the scope of these By-Laws are at the sole discretion of the management committee, and may not be appealed.



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

## APPENDIX A – SCHEDULE OF FEES - 2019

### SENIOR COMPETITION MEMBERSHIP

MEMBERSHIP TYPE	AMOUNT*
Ordinary member – Senior (18 & Over) <sup>α</sup>	\$170
Ordinary member – Youth (17 & Under) <sup>^</sup>	\$130
Social member	\$10
Associate member / Playing Coach	NIL
Life Member	NIL

<sup>^</sup> A “youth” member is categorised as someone 17 years old or younger and/or still enrolled in High School in the current year of competition.

\* Members who register after the mid-point of the season may have their membership fee reduced by an amount not more than 1/3 of the full fee amount.

<sup>α</sup> Members who pay full registration by the ‘early bird’ date may be entitled to a reduced/lesser fee.

### JUNIOR COMPETITION MEMBERSHIP

MEMBERSHIP TYPE	AMOUNT*
Ordinary member – Junior	TBA
Social member	\$10
Associate member	NIL
Life Member	NIL

Junior players are not required to pay weekly game fees.

### PAYMENT PLANS

PAYMENT DUE	AMOUNT*
Initial payment required (up-front) to implement payment plan	25% of fees due
Weekly Payments	Minimum \$25/Week

### ADMINISTRATION FEES

FEE TYPE	AMOUNT*
Administration (Non-refundable) component of Registration Fee	\$25.00
Payment Plan Non-Compliance Fee	\$20.00/week

\* Plus any applicable electronic transaction processing fees



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

## **APPENDIX B - CRITERIA FOR LIFE MEMBERSHIP**

In conjunction with the Rules of Sharks Sporting Club Townsville Incorporated (hereafter referred to as the 'Club'), this policy sets out the minimum criteria to be eligible for nomination for an award of Life Membership.

This award exists to recognise the valuable contribution of individuals to the current and future existence of the Club. It is therefore only to be awarded in exceptional circumstances.

Only one recipient should receive this award in any one year period. The Club recognises that exceptional circumstances may arise, when two worthy recipients are eligible. In such circumstance it will be then at the discretion of the Executive Committee how many awards are given.

It should also be recognized that life membership does not have to be awarded each year.

In considering the award of Life Membership an individual should have demonstrated significant, sustained and high quality service enhancing the reputation and future success of the Club.

The points to be taken into account when considering any nomination include:

### **General Considerations:**

- That the general attitude and overall demeanour of the nominee shows a dedication to the values of the Club.
- Commitment to the principals of good sportsmanship.
- Valued leadership and good role modelling that reflects credit upon the Club.

### **Length of Service**

- Nominees should have held, unless extenuating circumstances exist, continuous membership of the Association for a minimum of ten (10) years.

### **Club Contributions**

- Specific achievements both on and off the field, may be taken into consideration.
- Significant contribution to the Club in the areas of: playing; coaching/managing; administration; and general contribution (including fund-raising, supporting and other issues that a Committee may see as relevant).



Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

### **Process for Assessing Applications for Life Membership**

Nominations in writing, including a detailed summary of service and contribution to the Club shall be proposed by two (2) financial Club members, and also endorsed by a minimum of three (3) existing life members. Nominations must be received by the Secretary of the Association at least twenty-one (21) days prior to the club's winter season Awards Presentation event, preferably on the Club's prescribed Nomination Form.

Nominees should demonstrate:

- attainment of minimum service requirements
- an outstanding contribution in at least one of the four areas of service, with at least some contribution in two of the other three areas, or significant contribution deemed appropriate at the discretion of the Committee
- other details of exemplary service

The final list of endorsed nominations for the award of Life Membership will be submitted to the Management Committee members for final agreement before being granted. Subject to agreement by all Management Committee members, the nomination for Life Membership will be announced at the club's annual Awards Presentation.

There must be at least seventy-five percent (75%) of the full voting strength of the Management Committee present before an election for life membership can proceed.

### **Benefits of Life Membership**

- Awarding of the Life Membership at the club's Award Presentation event; and acknowledgement at the subsequent Annual General Meeting.
- Exemption from playing fees associated with representing the Club in local affiliate competitions.
- Personal invitation to both junior and senior presentation events.
- Listing on the Club's website and other applicable official documents.
- Life Membership certificate / badge.
- Ability to include award recognition on Curriculum Vitae.
- Status of being a member of a prestigious group within the club.





Sharks Sporting Club Townsville Inc.  
PO Box 382 | Aitkenvale | QLD | 4814  
sharkstouch@outlook.com  
<http://www.sharkstouch.org.au>

---

---

### **Forfeiture of Life Membership**

Life membership is absolutely forfeited upon any negligent & consistent failure to observe the Club's by-laws and may be forfeited upon the passing of a Special Resolution of removal from life membership for other valid reasons.

This provision will only be exercised in exceptional circumstances and will require the full support of the Management Committee to be enacted.

As part of the deliberations, the Life Member in question will be given an opportunity to present their case for retention of their Life Membership status.

# SHARKS SPORTING CLUB TOWNSVILLE INC

## BY-LAWS

---

### NOMINATION FORM FOR LIFE MEMBERSHIP

I, ..... &

.....

as financial members of Sharks Sporting Club Townsville Inc. wish to nominate:

.....

for Life Membership of Sharks Sporting Club Townsville Inc.

Signature: ..... Date / /

Signature: ..... Date / /

Life Member Endorsement:

Name: ..... Signature: .....

Name: ..... Signature: .....

I have read the criteria and believe that this nominee complies with the criteria and has made a meritorious contribution to the Club as detailed below.

To help in considering the nomination, the following outline describes how the nominee has made a significant contribution to Sharks Sporting Club Townsville Inc. over an extensive period of time in the areas of: playing; coaching/managing; administration; and/or general contributions.

.....  
.....  
.....  
.....



# SHARKS SPORTING CLUB TOWNSVILLE INC

## BY-LAWS

---

Outline any other significant contributions, not already covered under those categories above, that the nominee has brought to the Club:

.....

.....

.....

.....

.....

**Please add a separate sheet if required with any other details about the nominee.**

Please return to:

The Secretary  
Sharks Sporting Club Townsville Inc.  
PO Box 382  
Aitkenvale, QLD, 4814

**or**

Email: [sharkstouch@outlook.com](mailto:sharkstouch@outlook.com)

# SHARKS SPORTING CLUB TOWNSVILLE INC

## BY-LAWS

---

### APPENDIX C – REQUEST FOR PAYMENT PLAN

In accordance with the club's By-Laws, members will not be eligible to participate on the club's behalf until all due fees are paid. In substantiated cases of difficulty in making full payment by the due membership payment deadline, a prospective member may seek to establish a payment plan.

NAME: \_\_\_\_\_ TEAM: \_\_\_\_\_

DEPOSIT PAID: \$ \_\_\_\_\_ (25% of due amount)      DATE DEPOSIT PAID: \_\_\_\_\_

PROPOSED WEEKLY PAYMENT: \_\_\_\_\_      BALANCE DUE DATE: \_\_\_\_\_

DATE	AMOUNT TO BE PAID Minimum \$25/Week	BALANCE	DATE RECEIVED (Admin only)

I, \_\_\_\_\_, understand the conditions of this payment plan, and acknowledge that failure to adhere to this plan will incur liability for the outstanding amount PLUS an additional fee weekly fee.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

-----  
**Terms & Conditions:** IAW Section (11) and Appendix (A) of the club's current By-Laws:

*Payment Plans must be in place a minimum of 3 days in advance of the member's first game played.*

*Members with an agreed upon payment plan will be subject to an additional weekly fee, for every week outstanding, should they fail to fulfil their obligations under said plan. This amount will be added to the original fee and will form the new total due.*

*The revised total amount shall still be due & payable by the final agreed upon date, as per the original agreement conditions.*

*A second breach of any plan conditions may result in termination of membership with the club pursuant to the club's Rules.*