

BAIRNSDALE 4WD SOCIAL CLUB

Incorporated in Victoria
PO Box 104, Bairnsdale, 3875

By-Laws and Code of Practice

1. COMPLIANCE WITH THE LAWS OF THE REALM

1.1 Notwithstanding anything contained within these By-laws or not specifically covered by them, no member shall, while engaged in any official Club business or activity, violate any law or regulation of the Commonwealth of Australia or of the State or Territory of Australia in which that business or activity is being conducted.

2 IDENTIFICATION WITH THE CLUB

2.1 No member shall act in the club's name, or use the Club's name in any way whatsoever without the full knowledge and consent of the executive committee.

2.2 For the purpose of these By-laws, only those activities which have been approved by the Executive Committee shall be recognised as official club activities. An activity not so approved shall be considered as the private activity of a member(s).

2.3 Any members who at any time, allow themselves or their vehicles to be identified with the club either visibly or in any other way, shall be bound to comply with these By-laws.

2.4 Any member resigning from the club, or expelled from the club in accordance with the provision of section 6 and section 7 of the Rules, or otherwise ceasing to be a member because of non payment of fees, may be requested to return to the club any membership badges, tokens, or like items which may be in his/her possession. Compensation for badges will be appropriately assessed by the Committee. The Committee may take legal steps against any such person(s) whose actions and improper identification with the club, discredit the name of the club.

3. POWERS OF THE COMMITTEE

3.1 Within the limits set forth by the Rules, the Committee shall be empowered to decide upon any issue not specifically covered by these By-laws.

4 DUTIES AND PRIVILEGES OF EXECUTIVE COMMITTEE

4.1 The President shall have the casting vote in the event of equal voting.

4.2 The Secretary is responsible for the Club's correspondence; no correspondence shall be conducted on behalf of *the* Club without the Secretary's approval (see also Clause 9.1). In addition and general correspondence to the whole membership is to be channeled through the general committee via the Secretary.

5. DUTIES AND PRIVILEGES OF GENERAL COMMITTEE

- 5.1 The NEWSLETTER EDITOR shall be responsible for the regular publishing and distribution of the Club's Newsletter and of other approved printing matter.
- 5.2 The PUBLICITY OFFICER shall be responsible for the dissemination of Club information through suitable media outlets.
- 5.3 The IT Officer shall maintain and update social media platforms as directed by the Club and to administer the Bairnsdale 4wd Club portal on the 4wd Victoria web-site.

6. ELECTION OF COMMITTEE

- 6.1 In addition to the Executive committee the election of 4 General Committee Members are to occur at the Annual General Meeting.

7. MEMBERSHIP

- 7.1 The annual membership fee shall be as determined by the Committee and put to the Membership at the Annual General Meeting, to take effect from the next membership period. A member shall be deemed un-financial when fees are nine weeks overdue. Any member who remains in an un-financial position after the first Thursday in June shall be required to re-apply for membership. In such cases, the probationary period may be waived at the discretion of the Committee.
- 7.2 CANDIDATES for membership shall pay a joining fee as determined by the Committee and complete the prescribed application form. Each candidate may be interviewed by the President and at least one other member of the Executive Committee, and be given copies of current Rules and By-laws. Every candidate shall then be required to undergo a probationary period of six months during which time he should attend meetings, trips, and other Club activities to the satisfaction of the Committee. The probationary member shall have the same obligations and privileges as a member, except for voting rights and the privilege of identification with the Club. At the end of a completed probationary period, the Committee shall resolve to accept or reject the candidate. If accepted, the new member shall pay proportionate fees, and shall receive as suitable presentation at the induction. If at the end of the probationary period the Committee acting under By-law 3.4 decides that for any reason the probationary member shall not be admitted as a member, the joining fee shall be forfeited. Probationary members due for induction during January shall be postponed until February.
- 7.3 PROPORTIONATE FEES shall be 50% of the current fee, plus the association levy, for those inducted on or after 01 January until the next A.G.M. The full rate shall apply to all others.
- 7.4 ASSOCIATE MEMBERS (and candidates for Associate Membership) is a member who

holds and chooses to maintain membership in a second club affiliated with 4wd Victoria. They must conform to the provisions of the By-laws and Rules, but have no voting rights,

- 7.5 TEMPORARY and PROBATIONARY MEMBERS must pay the 4wd Victoria insurance levy when attending and participating in registered club trips and activities. Genuine visitors shall be welcome at Club activities provided always that they abide by the clubs By-Laws and Rules.
- 7.6 Members expecting to be absent from the Club for twelve months or more. Shall apply to the Committee for leave of absence: their membership fees shall then be waived until their return when they may resume membership.

8. TRIP PLANNING AND OPERATION

- 8.1 When an official Club activity is to be conducted in a forest district administered by a Victoria Government instrumentality, the Trip Leader shall ensure that approval for the use of tracks in the area is obtained from the relevant authority. An equivalent procedure shall be followed where appropriate in respect to any areas controlled by any other Land Management Body, Authority or individual. The Trip Leader shall be responsible for determining whether or not such procedure is appropriate.
- 8.2 The LEADER of an official Club activity shall be a consenting member authorized by the Committee.
- 8.3 The trip leader shall ensure that to the best of his/her knowledge and ability the By-laws of the Club are observed at the official Club activity of which he/she is the leader: he/she shall ensure that all participants are recorded on the Trip Log and that the personal details and temporary visitor insurance fee is paid and forms are completed.
- 8.4 The trip leader shall make sure that recovery gear and first aid equipment satisfy the requirements of the planned activity.
- 8.5 Convoy procedure appropriate to the prevailing conditions shall be determined by the trip leader and shall be observed by drivers of all vehicles involved.
- 8.6 The Trip Leader is to be conversant with the Trip Leader Guidelines and the Trip Rating System in accordance with 4WD Victoria. In addition any driver whose skill or vehicle are inadequate for the planned trip, or in such condition as to prejudice the safety or well-being of other participants, may be advised by the trip leader not to participate.

9. CONSERVATION

- 9.1 Members shall conduct themselves at all times in such a manner as to conserve native

fauna and flora and the natural environment, and should encourage others to do likewise, specifically:

(a) All vehicles shall be absolutely restricted to traveling on defined tracks/roads,

(b) No litter shall be disposed of in an improper manner. Litter which cannot be placed in a receptacle provided for the purpose, or disposed of properly, shall be transported to a place where proper disposal is available. In areas controlled by the Forest Commission of Victoria, the Commission has specified that the removal of rubbish from the area is the proper means of disposal.

(c) Wild game shall be conserved by the observance of specific close seasons. Bag limits, minimum size, and method of capture or killing. No form of wild life shall be killed indiscriminately or maimed. Laws covering protected species shall be fully observed,

(d) Observe all the laws and regulations relating to recreational vehicles. Remember these laws vary among States.

(e) Recognize the rights of others to solitude and peace. Avoid competitive activities close to settlements and recreations areas.

(f) Keep to constructed vehicular tracks. Drive *off* roads only in areas specifically *set* aside for the purpose or if you have special permission to do so.

(g) Observe all restrictions on the use of public land. In national parks and other conservation areas use you vehicle only as conventional transport.

(h) Obtain the landowner's permission to drive on private land. Respect property and livestock. Leave gates as found.

(i) Alpine areas, swamps and vegetated sand dunes are easily damaged. Strictly avoid these areas.

(j) Respect our wild life. Stop and look, but never chase animals. Remember some animals are easily disturbed and disturbance can affect their survival.

(k) Keep the environment clean; carry you rubbish home. If others have left a mess, consider cleaning it up.

(l) Observe all fire restrictions. Extinguish your fire before leaving

(m) Ensure your vehicle is mechanically sounds, has an efficient muffler,

and the exhaust does *not* emit sparks which could cause a fire.

(n) Ensure you have adequate water, food, fuel and spares for any trip. In remote areas travel with at least one other vehicle to reduce the risk *in* case of trouble.

(o) If you and your vehicle are equipped and able, help the authorities in emergencies such as bushfires or search and rescue operations.

10. FIREARMS

10.1. Members are prohibited from using firearms other than rim fire rifles or shotguns during Club activities unless such an activity is specifically organized for hunting unless authority is sought and received from the Trip Leader and Executive Committee prior to the trip commencing.

10.2. No firearms shall be discharged within ten kilometers of the Club main party or any other party.

10.3. All firearms shall be transported in a safe manner.

11. GENERAL

11.1. Members taking animals on Club events shall maintain proper control over them at all times. The Committee or its representative has the right to have a member or owner remove any animal deemed to be a nuisance, from the vicinity of other members either temporarily or on all future occasions.

11.2. It shall be the responsibility of the Committee to ensure that the required number of suitable persons is selected from full members to act as delegates to the Victorian Association of Four Wheel Drive Clubs or any other similar body.

11.3. It shall be the responsibility of the Committee each year *to* publish a fully documented list, including description and location of all club equipment.

11.4. It shall be the responsibility of *the* outgoing Committee to compile, during the month of June a membership list for *the* ensuing year, incorporating a full mailing list for the incoming Committee.

11.5. The Bairnsdale Four Wheel Drive Social Club Newsletter will be published on a monthly basis report on the Normal Monthly and A.G.M. and will be distributed *to* financial members, life members, honorary members, associate members and probationary members by the Newsletter Editor. At the discretion of the Committee,

distribution of the Newsletter will be extended to such persons. 4WD clubs. Associations. Government Bodies or like instrumentalities as may be deemed appropriate recipients.

11.6 Bairnsdale 4WD Social Club in accordance with the rules laid down by VicRoads and at the discretion of the Committee, offers full members the privilege of Historic Registration for member's suitable 4WD vehicles.