



## Membership Guidelines & Information

<b>Aims &amp; Ideals:</b>	To promote caravanning as a safe and rewarding recreational activity. Foster lasting friendships through participation in caravanning and social activities.
<b>Emblem:</b>	The Pelican
<b>Colours:</b>	Blue and Gold Shirt - A hat with club band.
<b>Club Motto:</b>	TLC ("Tender Loving Care")
<b>Founded:</b>	24 <sup>TH</sup> May 2006
<b>Affiliation:</b>	The Club is a member of the NSW State Association of Caravan Clubs.

**Organisation:** The Committee of Management comprises nine (9) members. They are the President, Secretary, Treasurer, Vice President, Junior Vice President, Tour Director, Editor, Social Director and Welfare Officer. There are also positions of Equipment Officer, Public Officer. All positions carry an assistant position

**Activities:** A comprehensive program of caravanning and social activities is conducted under the club banner. The Tour Director does not prepare a set calendar of events. The Tour Director in discussion with the trip organiser may co-ordinate the organisation and execution of these outings. Details of forthcoming events are advertised on notice boards at the monthly General Meetings and in the club's newsletters. The Social Director prepares a list of appropriate social functions/outings.

**Trip Definition:** A trip must comprise of two (2) or more caravans for Insurance purposes. Each trip will have an organizer however members are responsible for their own park booking/cancellation and deposit. Members are requested to avoid organising trips during the "Annual Club Rally's" held at Narrabeen in November, "Happy Hallidays" in February and Christmas in July. Also over the general meeting dates each (3rd Sunday.)

**Meetings:** Monthly meetings are held on the (3<sup>rd</sup>) third Sunday of the months January to November at the Halekulani Bowling Club 50 Natuna Ave Budgewoi. Lunch is a club social occasion commencing at 12.00 pm. The formal part of the meeting commences at 1:00 pm. Following the monthly meeting on the third Sunday of November the club holds its (AGM) Annual General Meeting.

The Social Committee will organise a Christmas party on the (2<sup>nd</sup>) second Sunday in December in lieu of a general meeting.

### **Membership:**

Membership number has been determined as (reviewed by committee on a regular basis). There are no restrictions on residential qualifications. Members do not need to attend a specific number of trips/meetings.

### ***Membership may be cancelled if:***

- 1) A member fails to pay his or her annual membership fee by 30<sup>th</sup> April

- 2) A member acts in a manner liable to bring the club into disrepute. (Such member may be asked to show cause why membership should not be terminated.)

**New Applicants:**

Persons wishing to join the club are required:

1. To be owners of a registered caravan, camper van, camper trailer or motor home.
2. There is no restriction on entry. Membership will be approved after registration forms are completed and payment of a joining fee and annual fee is made.

**Fees:**

Membership fees are determined annually at the AGM and apply from 1<sup>st</sup> May the following year. They are published in the club's monthly newsletters. The fees apply per active caravan unit.

**Elections:**

1. Nominations for positions on the committee of management close five (5) weeks prior to the Annual General Meeting.
2. Club members may be nominated for more than one position on the club's committee of management at the AGM on the understanding that, when elected to a position, their nomination for remaining vacancies will automatically be withdrawn.
3. Nominations may be sought from the floor at the AGM only if no formal nominations were received for that position.
4. Nominations for assistant positions are sought from the floor at the AGM. No proxy votes are allowed.

**Club Equipment:**

The club's equipment/sound equipment shall only be used at club functions or at the committee's discretion. Nominated members will be responsible for storage of equipment as detailed in the clubs TLC Inventory Register.

A Register of Club Assets is to be maintained by the Secretary

**Rules:**

The club operates under the Department of Fair Trading "Model Rules for Incorporated Associations". Committee of Management members shall be handed a copy of the Model Rules following the AGM each year.

**Pets:**

Should a member decide to take their dog to any club trip or rally they are asked to be mindful of the following requests.

1. Pet owners are requested to ensure pets do not attend the Happy Hour circle where food, snacks and drinks are being passed around or being handled.
2. Pet owners are requested to ensure that pets on leads or without leads do not move amongst or lay or sleep in among a group of assembled club members. We need to ensure members do not trip or fall over sleeping pets or leads, **these are both O.H. & S issues**. This advice will be printed in the clubs newsletter periodically. Pet owners are personally responsible for any (and all) personal injuries and / or property damage or losses as a result of any actions caused by their pet. Pet owners must control their pet with regard to noise (barking), any form of disruptive and / or aggressive behavior.