

# **DONVALE TENNIS CLUB INC. BY LAWS**

**Updated 17/12/2019**

## **1. GENERAL:**

These By Laws set out the basic guidelines for members' reference and for the use of the General Management Committee (G.M.C.) in administering the routine affairs of the Club, within the provisions of the Club & Model Rules.

They shall be regularly revised by the G.M.C. which has the right to alter the rules as necessary to suit changing conditions. The G.M.C. will decide on any points which are not specifically covered in the By Laws.

A copy of the Rules can be inspected by any member by applying to the Club Secretary.

## **2. AVAILABILITY OF COURTS:**

(a) **GENERAL:** The courts are not available to any member on Anzac Day or Good Friday prior to 12 noon.

The aim of the Club is to have courts fully used and any member may use the courts if they are not being used for other allocated activities. All casual social play is to be made by doing a booking through the "Book A Court" (BAC) online system. This will allow Members to see when courts are available, book a specific court and gain access to the club for their reserved booking. There will be no charge to financial members utilizing this service apart from when lights may be required. Any applicable payments are made through the BAC online payment system.

ALL THE G.M.C. approved competitions, organized tournaments, organised social play (Thursday & Sunday) and coaching takes precedence over casual social play.

Competition teams with a "home bye" or forfeit are entitled to one court for team practice purposes. Team practice is limited to a maximum of two hours after the scheduled competition starting time. Competition teams with an "away bye" or forfeit should contact the Selection Convenor to ascertain court availability.

(b) **COACHING:** The G.M.C. shall from time to time determine the number of courts to be used for coaching and the times for such use. Courts allocated for coaching will be entered into the BAC System and not available for casual play.

(c) **ORGANISED SOCIAL PLAY:** A minimum of two courts shall be allocated for organized social play on a Sunday and Thursday. Depending on the requirements of Competition, Tournaments and Juniors, the remaining courts will be allocated by the G.M.C.

(d) **NON-MEMBERS:** Non-members may use the courts in the following circumstances:

(i) By competing in tournaments by invitation (see clause 6) on payment of the appropriate entry fee, and/or

(ii) By playing at the invitation of club members. The club members concerned must collect a fee of \$5.00 per player per session and make the relevant payment through the BAC system when booking their court.

(iii) By hiring a court or courts by making a booking through the BAC system (payment will be made at time of booking).

(iiii) The G.M.C. may from time to time hire courts to groups of non-members, for example schools and other community groups

### **3. ELIGIBILITY FOR COMPETITION PLAY:**

Only financial members may represent the Club in competition except as provided in 3(b) below. Eligibility for the various competitions is as follows:

**(a) SENIOR WEEKEND DISTRICT AND PENNANT COMPETITION:**

This is open to:

(i) Senior Club members

(ii) Junior Club members who have played E.R.T. Junior Mixed Summer Section 2 standard or equivalent, OR who are deemed capable of playing that standard by the Junior Committee, OR who would in the opinion of the Junior Committee benefit from Senior Competition. However, the Club expects that the Competition Junior will where possible, give priority to playing Junior Competition rather than Senior Competition (District or T.V. Pennant). The G.M.C. decision will rule if necessary on matters of eligibility and on whether vacancies are available for Juniors.

**(b) MID WEEKDAY COMPETITION:**

(i) This is open to all senior members, but where applicable, other members may also be eligible.

(ii) At the direction of the Selection and Match Convenor some non-members may be invited to play in a Metro Masters season so that more Donvale members can play in that season and/or so that Donvale members can play at the appropriate standard for them. This procedure complies with the Metro Masters by-laws. **Please note that such non-member Metro Masters team players need to be a financial member of another club.** Each invitee will pay in advance the competition fee plus a visitors fee of \$35 for that season. The visitors fee also includes any organised Metro Masters Team hit-ups during the season.

**(c) JUNIOR COMPETITION:**

This is open to all Junior Members.

### **4. NIGHT TENNIS**

(a) If possible and provided there is sufficient support from members wanting to play social night tennis, every endeavor shall be made to set aside at least one weeknight for social play. This will not be a fixed night and will be determined by the G.M.C. from season to season.

(b) Balls will be provided by the Club to all teams designated to play on any night at Donvale in accordance with the rules and the playing schedule of the Night Tennis Association.

(c) The Clubhouse will be available to all registered teams. It must be cleaned appropriately after each night. Team Captains will be responsible for ensuring the Clubhouse is left in a tidy and secure manner.

(d) Application for non-Donvale teams to use our courts will be subject to the approval of the G.M.C.

### **5. WITHDRAWAL FROM SELECTED TEAMS AND TEAM FINES**

(a) Any member who withdraws from a selected team, without good and proper reason (as determined by the GMC), shall be banned from representing the Club in that particular competition for the remainder of that season and will not be considered for selection in any competition team in the succeeding season.

(b) Any fines incurred by Competition Teams due to their own carelessness or neglect will be the responsibility of the Team for payment.

## **6. ELIGIBILITY FOR TOURNAMENT AND CLUB CHAMPIONSHIP PLAY**

All membership categories are eligible to apply for tournaments and Club Championships conducted by the Tournament Convenor. However, from time to time restrictions may be placed on Junior members. At the discretion of the Tournament Convenor, non-members may be invited to compete in tournaments upon payment of the appropriate entry fee, but not Club Championships.

## **7. CONDITIONS OF PLAY**

- (a) All members of the G.M.C. plus other members as determined by the G.M.C. are issued with Club keys on a yearly or seasonal basis.
- (b) In the interests of safety, all people (younger children especially and excluding umpires) who are not actually engaged in playing tennis are to remain outside the court area.
- (c) Donvale Tennis Club supports the Government Child Safe Standards and ensuring that all young participants at our Club have a safe and enjoyable experience. All children under 18 must be supervised by a parent or a nominated supervising adult at all times while on Club premises.
- (d) Care of courts and clubhouse shall be in accordance with Appendix A. attached.
- (e) Only players with a confirmed booking through the BAC system will be allowed access to Courts. Players participating in Competition or any of the other GMC approved bookings will be given access as part of their participation in the relevant event.
- (f) No member can utilize courts for a commercial advantage without written consent of the GMC - examples include private coaching, sub-hiring of courts or any use where an individual receives financial compensation while using DTC Courts or facilities.

## **8. COACHING**

Coaching is available, but arrangements must be made privately with the coach. Information about coaching may be obtained from a Committee member. Coaching arrangements are reviewed periodically by the G.M.C. and specific terms will be agreed to in writing by the appointed coach.

## **9. WORK PARTIES**

All club members are expected to assist with work parties which will be arranged from time to time for the purpose of:

- (a) Maintaining the courts, clubhouse and surrounds.
- (b) Making improvements to the courts and the clubhouse.
- (c) General cleaning.
- (d) All organised work parties will be approved and coordinated by the GMC.

## **10. COURT ETIQUETTE**

Tennis is a game which, although played keenly, demands a certain standard of court behavior if it is to be enjoyed.

The G.M.C. assumes the right to censure players who in its opinion do not behave in an acceptable manner. Offences which most commonly give rise to such action include racquet throwing, swearing and undue shouting during play.

Any serious disciplinary action will be taken following the process outlined in the Model Rules for an Incorporated Association.

## **11. TRANSPORT FOR UNDERAGE MEMBERS**

Parents and legal guardians of members under the age of 18 are required to ensure these members arrive at the tennis venue where they are playing well before the scheduled time for the start of play. The club does not arrange, nor takes any responsibility for, any form of transport to and from such venues.

## **12. LEAVE OF ABSENCE**

All requests for leave of absence must be submitted to the GMC in writing.

Evidence supporting proof of injury may be required at the request of the GMC.

Single continuous period of absence less than 3 months will not be considered.

Any approved refund / credit will be capped at 6 months.

Only a single request for absence in the membership calendar year will be considered from any member. There may be extenuating circumstances, but these will be dealt with at the GMC's discretion.

## **APPENDIX A. CARE OF COURTS AND CLUBHOUSE**

1. Play should not commence or continue on a court which is not in good playing condition. For instance, in dry weather the en tous cas courts should be THOROUGHLY watered fence to fence before commencing play and this watering should be repeated after every set. In these conditions it is importance to thoroughly soak the court at the end of the day's play. Bagging of the court fence to fence is essential at all times of the year after completing each set. Players are to take proper care of courts at all times and report any damage or malfunction of the court to the Secretary or Maintenance Officer.

The foregoing watering requirements are to be replaced with those in accordance with Government water restrictions that may exist from time to time.

2. Players are asked to give consideration to those living near the courts particularly in regard to language, noise and to not fetching balls from back yards.

3. Approved tennis shoes must be worn during play. Correct tennis attire must be worn in all competition and tournament play and organized social play.

4. On completion of play the courts are to be bagged and watered (as in Clause 1

5. The last person at the Courts on any day is expected to check that all perimeter gates and the Clubhouse are locked (also see Clause 6 below).

6. The last person at the Clubhouse on any day must ensure that all doors and windows in the Clubhouse are closed, lights turned off, and that it is in a generally secure condition.

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