



**The Motley Crew 4wd and Social Club of
Australia Inc.**

By Laws

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By Laws of :The Motley Crew 4wd and Social Club of Australia (hereinafter referred to as “the club”)

1. **Membership**

Club membership shall be open to all persons who are interested in the same activities of this club's members

Membership classes are as per our constitution (rule 5) and the children of members are considered Mini Motleys, who upon attaining the age of 18 must if they wish to remain in the club apply as a separate ordinary Member.

All Memberships have a common expiry date of June 30th each year regardless of joining date. A membership maybe extended by one year (July to June) by paying the associated fee prescribed in 1(d) Membership Fees, on or prior to June 30th each year.

Membership applications received from previous members of the club within 30 days of expiry will be exempt from the new membership criteria (1(a) and 1(b)), beyond this period any person or persons wishing to rejoin the club will be subject to the criteria outlined below in 1(a) New Membership

1(a) **New membership**

The application for membership shall :

- (a) be made in writing on the application form available on line or from the Membership Officer or Secretary.
- (b) be lodged with the Membership Officer of the club, in person, at a General Meeting of the Club, by pre-paid post, or by email and be accompanied by the prescribed membership fee applicable to the type of membership applied for.

Nominations received by the Membership Officer will be recorded in the Membership Register.

1(b) **Acceptance of Membership**

Before a membership can be accepted by the club, the applicant/s must have fulfilled the following conditions:

- (i) Submitted a membership application form with the prescribed membership fee
- (ii) Attended two activities of the club one of which MUST be a trip. (ie. Day trip or camping trip)

Once the Nomination has fulfilled the requirements specified above the application for membership will be mentioned at the next meeting of the club.

During this meeting the Membership Officer will advise the members that:-

The applicant has completed the requirements of these by laws

The meeting must decide whether to accept or reject the application.

If a majority of the members present at the meeting vote to accept the applicant as a member, the applicant must be accepted as a member for the class of membership applied for.

The secretary of the club must, as soon as practicable after the meeting decides to accept or reject an application, give the applicant a written notice of the decision.

1(c) **Close Register of Membership**

The Committee may, from time to time and upon giving written or electronic notice to the members, close the register of members for a total period of not more than 6 months in any membership year, or for such other period as the Club, by resolution in an Annual General Meeting or Special General Meeting, may determine.

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1(d) **Membership Fees**

(i) New Membership

The membership fee for new memberships are:

\$70 per annum Family Membership \$70 per annum single membership

(ii) Membership Renewal

\$70 per annum Family Membership \$70 per annum single membership

Renewal fees paid before or on 30th June each year will attract a \$20 early payment discount

The membership fee can be reviewed by the committee at any time.

Applications for membership received after the 31st December of each year may incur a reduced subscription fee as decided by the Committee.

2. Committee

The committee as elected at each Annual General Meeting shall consist of :

- President
- Snr Vice President
- Jnr Vice President
- Secretary
- Treasurer/Membership Officer
- Trip Coordinator
- Up to 4 x Committee Members

Executive Committee

The minimum committee needed to run the club is The Executive Committee as elected at each Annual General Meeting and shall consist of :

- President
- Vice President
- Secretary
- Treasurer/ Membership Officer

Committee members can double up their positions as necessary eg. Secretary could also do the function of Membership Officer

Sub Committees

The Management Committee can appoint a sub committee to oversee such functions as:

- Trip Co-ordination and sanctioning
- PR
- Special Events
- Or as deemed necessary from time to time

Any such sub-committee is directly reportable to the Management Committee whose decision is final in all matters.

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Committee Members Duties and Responsibility

PRESIDENT

Coordinate Club and Management Committee activities
Act as a point of contact between the club and public, as well as other organizations
Chair meetings
Be someone at whom the finger can be pointed
Preferably have a thick skin and a sense of humour

SENIOR VICE PRESIDENT

Substitute for the President as necessary
Arrange guest speakers at club meetings
Be as thick skinned as the president should be
Assist the President in his role

JUNIOR VICE PRESIDENT

Organise social activities – especially, AGM Raffle and Christmas Party
Organise Club Shows
Organise fund raising activities eg. Raffles, sausage sizzles etc for the club

SECRETARY

Maintain correspondence in and out
Keep minutes of meetings
Maintain files of minutes
Safeguard Company Seal
Distribute inward correspondence appropriately
Record all outgoing mail
Liaise with other Directors re their outgoing mail
Notify Editor of paid invoices
Maintain up to date By-Laws
Submit forms as required by various government departments

TREASURER/MEMBERSHIP OFFICER

Coordinate with Membership Officer and Secretary to maintain Membership Register
Supervise all financial activities within AWDC
Liaise with Secretary re incoming and outgoing mail
Organise annual audit of books
Organise Annual Report (Profit and Loss and Balance Sheets)
Maintain bank accounts and club financial records
Organise signatories to club accounts
Receive membership applications, renewals and fees
Submit fees with details to treasurer
Issue membership cards and copies of Club By-Laws
Maintain attendance book
Maintain membership records
Prepare statistics on membership
Maintains the club shop re clothing and 4WD equipment

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Send annual reminder notices and default notices
Liaise with Secretary to maintain record of mail sent and received

WEB MASTER

Compose and maintain website within requirements of the club
Liaise with Trip Coordinator for website trip content
Cajole club members for information for magazine

4WD DRIVER TRAINING OFFICER

Coordinate Driver Training and Trip Leader Training
Responsible for introducing new members and drivers to the art of 4Wdriving
Conduct theoretical, practical and social aspects of 4wdriving

SERGEANT AT ARMS

Provides storage for club equipment
Maintains a register of club equipment
Issues fines for misdemeanours and indiscretions by club members
Initial point of contact re sources and prices of equipment

4WD QLD REPRESENTATIVE

Report on Association matters/meetings to the Committee and to Club Meetings
Forward written information from the Association to the Secretary/Editor
Report Club point of view to the Association

TRIP COORDINATOR

Trip Coordinator shall be responsible for the organisation and conducting of Club Trips and outings or other functions as requested by the Executive Committee.
To ensure no club sanctioned trip is approved outside of the guidelines as determined by the committee as per the trip grading system adopted at the time.
To make all available trips sheets and folders available for the team leader as soon as practical after the proposed trip is approved.
To collect the trips sheets and folders at their earliest opportunity after the trip has been completed and hand to the secretary for filing.
Trip Coordinator may appoint a Trip Committee in consultation with the Executive Committee and Club Members

COMMITTEE – GENERAL

The Chairperson of any Committee meeting shall have a second or casting vote if required.

The Management Committee shall have the power to invite any other person(s), whom it considers may *be* of assistance, to attend Committee meetings

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TRIPS

For the purpose of these by-laws, only those activities which have been approved by the committee shall be recognised as official club activities. Any activity not approved shall be considered as a member's private activity.

Visitors and potential new members to the club are allowed to participate in 2 only club trips before it is required that they would either decide or decline to join the club.

The personal safety of any member or visitor shall be the sole responsibility of that person. The club, its Officers or Members shall accept no legal responsibility whatsoever for the safety of any member or visitor to the Club, present at or taking part in any activity of the Club, regardless of the cause of any accident or injury.

ALL national road rules are to be observed at all times on all club trips regardless of the route taken.

Any member that considers their ability with a 4WD to be "novice" is advised to inform the trip leader so they are aware of any limitations placed on their proposed route. Should a section be considered inappropriate for the member concerned, an alternative route for them must be found prior to continuing.

Members must be responsible for their own vehicles, ensuring they are in a sound mechanical condition and they have adequate supplies.

Please advise trip leader at least 48 hrs beforehand if you do not have a UHF, the club has portable UHF radios that may be loaned.

All members and their visitors participating in club activities shall at all times abide by the direction and instruction of the Trip Leader or duties in respect to:

- a) Safety to other members
- b) Route to be taken,
- c) Fire precautions and restrictions,
- d) Care and respect of private property,
- e) Any other instructions issued for a particular activity.

Intoxicating liquor will not be consumed by the driver or passengers of any vehicle during the driving portion of any club activity. Intoxicating liquor may be consumed in moderation during meal breaks and at the conclusion of the day's activities. It is the driver's responsibility to maintain a legal alcohol limit according to the law of the time for the class of licence held.

The club will leave from a pre-determined meeting place and will return to a pre-determined area before dispersing. These areas will usually be somewhere local and advised by the Trip Leader on booking your intentions of participating.

When travelling on main roads, the convoy will stay spaced out so as not to cause any interference with or inconvenience to the normal flow of traffic. Before leaving, the Trip Leader will detail the point at which the convoy will re-group before proceeding on or breaking up.

The lead vehicle will stop at any turn-off or intersection at which doubt may exist as to the correct direction. Each vehicle will then wait for the following vehicle before moving off.

At all gates the lead vehicle will open it then each following vehicle will wait at the gate in turn until the last vehicle arrives to close it, unless found open.

Persons leaving the Club convoy must notify the Trip Leader, and if possible, give details of their intentions.

After each trip, the Trip Leader will submit the completed trip sheet to the Secretary for filing.

Members will ensure that there is no rubbish left at any stopping place. All rubbish shall be removed from the area and disposed of in the correct manner. All campfires to be properly extinguished prior to departure from.

Participants on trips must have the minimum equipment to effect a safe method of recovery of their vehicle eg. Max trax, winch, recovery equipment. Snatch straps are not to be used if any vehicle involved is not equipped with the required attachments for a safe recovery to be effected.

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PETS ON TRIPS

Pets on club trips are allowed where National, State and venue laws allow
Pets are to be under control at all times.
Only 2 pets per membership are allowed on club trips

Members that bring pets on trips acknowledge that the club denies and liability whatsoever, the club or 4wd Qld insurance provider provides no indemnity and takes no responsibility for any fines, penalties, damage, loss, liability, injury or death caused by or to any pet/s while on club events.

Members that bring pets on club events must take full responsibility for any fines, penalties, damage, loss or liability caused by that pet while on club events.

GENERAL

All members and visitors shall at all times abide by the regulations laid down by all Government authorities or owners of private property and motor traffic regulations.

No member shall act in any manner prejudicial to the interests of the Club.

Any member who at any time identifies himself/herself with the Club either visible or in any other way whatsoever shall be bound to comply these by-laws for full duration of the time in which such identification may be possible.

A member who ceases being a member for whatever reason of the club or disposes of a vehicle to which any Club symbol or identification has been attached shall remove the symbol from the said vehicle.

The club does not condone any activity or action of an illegal nature

INCOME AND PROPERTY

The income and property of the Club, however derived, shall be applied solely toward the promotion of the objects of the Club and all monies so applied shall be at the discretion of the Management Committee.

No money shall be paid to individual members of the Club unless by way or reimbursement of monies spent on behalf of the Club or for services rendered at the request of the Club and then only if approved by the Committee.

No payments for goods and/or services are to be paid by club cash funds. All payments must be made by bank transfer, direct deposit or cheque. Members requiring reimbursement for payments made on behalf of the club with prior approval are to be reimbursed by cheque or direct debit only.

AMENDMENT TO THE BY-LAWS

These by-laws may be amended at a General Meeting of the Club

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