

***Warrnambool Offshore and Light Game Fishing Club Inc***

***By Laws and Policies***

***Adopted 13/6/2024***

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# **Warrnambool Offshore and Light Game Fishing Club Inc**

## **By-Laws and Policies**

### **1. Life Memberships**

To be eligible for Life Membership the nominee shall have met three of the following criteria:

- a) Have been a member of Warrnambool Offshore and Light Game Fishing Club Inc for a minimum of 10 years.
- b) Been involved in the running of major club events.
- c) Held and performed to a high standard, the role of President, Secretary or Treasurer OR given exemplary service as a committee member.
- d) Promoted and displayed behaviours that have contributed to the growth and sustainability of the Warrnambool Offshore and Light Game Fishing Club Inc.

Nominee can be nominated by any financial member but must be seconded by a current committee member.

Application to be endorsed in writing by a current Life Member.

In the event the nominee is a current committee member, a special committee meeting may be called in order to vote on the application. In the event a special meeting is not practicable, voting via email or SMS may be used.

Application will only be deemed successful if 80% of all committee members vote in favour of the application.

If approved the Life Member receives a framed certificate and appropriate award and is exempt from paying annual Club membership fees.

### **2. Membership category and applicable fee**

Life and Honorary members – No membership fee

Family memberships – Full fee

Individual – Full fee

Pension Card Recipient – 75% of full fee

Junior U/16 – No Fee

Small Fry U/11 – No Fee

The club membership year will close on the 31<sup>st</sup> of July with membership subscriptions due on the 1<sup>st</sup> August each year.

### **3. Voting entitlements**

Life and Honorary members – Entitled to one vote at AGM

Family memberships - Entitled to one vote at AGM

Individual - Entitled to one vote at AGM

Pension Card Recipient - Entitled to one vote at AGM

Junior U/16 – Not entitled to vote at AGM

Small Fry U/11 – Not entitled to vote at AGM

#### **4. Annual General Meeting**

The Annual General meeting is to be held in the month of July.

1. Nominations of candidates for election as officers of the club or as ordinary members of the committee:
  - a) Shall be made in writing, signed by two members of the Club and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and,
  - b) Shall be delivered to the Secretary of the Club not less than 7 days before the date fixed on the holding of the Annual General meeting.
2. If insufficient nominations are received to fill all vacancies on the Committee, the Candidates nominated shall be deemed to be elected to their nominated position and further nominations shall be received at the Annual General Meeting for any vacant positions.
3. If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed elected.
4. Each officer of the association shall hold the office until the Annual General Meeting next after the date of their election but is eligible for re-election. With the exception of the President, that term of Office will be deemed to be a maximum of 2 years at any one time but must be re-elected annually.
5. When Officers are being appointed the Senior Vice President is expected to take the President's position, unless in exceptional circumstances arise.
6. The ballot for election of officers and ordinary members of the Committee shall be conducted at the Annual General meeting in such usual and proper manner as the Committee may direct.
7. The Clubs financial year closes on 30<sup>th</sup> June prior to the Annual General Meeting so as the books can be fully audited if deemed necessary by the executive. A copy and a copy of a prepared balance sheet be presented to each member of the Club present at the Annual General meeting. The club membership year will close on the 31<sup>st</sup> July with membership subscriptions due on the 1<sup>st</sup> August each year.

#### **5. Executive Committee**

The affairs of the club shall be managed by an Executive Committee consisting of a maximum of 13 members, namely:

- President
- Immediate Past President
- Senior Vice President
- Junior Vice President
- Secretary
- Treasurer
- Fish Recorder
- Publicity Officer
- Safety Officer
- Membership Officer
- GFAV Delegate
- Floor members

#### **6. Programme and Events Committee**

A Programme and events committee be appointed by the executive (at an Executive Meeting) to be held as soon as possible after the Annual General meeting. Number of programme and events committee and official commencing date of that committee to be decided by the Executive from year to year. This committee to be chaired by the Senior Vice President.

## **7. Banking and Transactions**

The Bankers of the Club shall be such banks as the Club may from time to time decide and all transactions on the club accounts be authorised by the Treasurer jointly with the President or Secretary or in such a manner as the Committee may from time to time decide.

## **8. Meeting Regulations**

The Executive Committee will aim to meet on a monthly basis. Secretary to inform members of place, date and time of the meeting and the nature of the business to be transacted at the meeting.

Quorum for the Executive Meeting is the majority of the Executive Committee. If a quorum is not present after 30 minutes the meeting will be adjourned to another date.

Any member of the Executive Committee being absent for 3 consecutive Executive Meetings without satisfactory explanation may at the Executive Committee's discretion, forfeit their seat.

The President will chair meetings of the executive committee. In the absence of the President the Vice President will chair the meeting. In the event both President and Vice President are absent the committee will nominate a chairperson.

Each executive member shall be entitled to appoint another executive member as his/her proxy by notice given to the Secretary no later than 24 hours before the time of the executive meeting in respect of which the proxy is appointed.

The notice appointing the proxy shall be in the form set out in the appendix 1.

## **9. Game Fishing Rules**

That the WARRNAMBOOL OFFSHORE AND LIGHT GAME FISHING CLUB INC. adopt G.F.A.A rules in relation to game fishing.

All species of game fish weighed must greater than the line class it is captured on.

Any shark weighed must be double the line class it is captured on.

## **10. Trophies**

That trophies presented by the Club at the Annual Presentation be for local waters only, see definition of local waters', unless otherwise stated.

### **Angling Encouragement Award**

Each Angler (Senior & Junior) are entitled to weigh below species 1-19 (minimum lengths still apply) and any species of Gamefish. Note: Game fish need to be captured to G.F.A.A Rules for this award.

For every species you will receive one (1) ticket into the draw to win the allocated prize at the Annual Presentation Day.

All species may be caught in any waters.

All Tag and Release species will be counted as an individual entry for each species.

Anglers must be present on the day to be eligible for this award.

**Heaviest Species Trophies (must be caught in local waters and meet State Regulations)**

Item #	Fish Species	Category	Min Length (cm)
T1	Deep water species	Senior & Junior	40
T2	Flat Head	Senior & Junior	35
T3	Morwong	Senior & Junior	35
T4	Nannygai	Senior & Junior	30
T5	Australian Salmon	Senior & Junior	35
T6	Gummy Shark (see note)	Senior & Junior	100
T7	School Shark (see note)	Senior & Junior	100
T8	Striped Trumpeter	Senior & Junior	45
T9	Snapper	Senior & Junior	35
T10	Sweep	Senior & Junior	30
T11	Trevally	Senior & Junior	30
T12	King George Whiting	Senior & Junior	32
T13	Yellowtail Kingfish	Senior & Junior	60
T14	Mulloway	Senior & Junior	60
T15	Bream	Senior & Junior	30
T16	Trout (All Species)	Senior & Junior	35
T17	Chinook Salmon	Senior & Junior	35
T18	Estuary Perch	Senior & Junior	32
T19	Southern Rock Lobster	Senior & Junior	12
T20	Heaviest Fish by a Junior Angler	(As per item 1 - 19)	
T21	Heaviest Fish by a Lady Angler	(As per item 1 - 19)	

**Measure and Release Species Trophies (must be caught in local waters and meet State Regulations)**

Item #	Fish Species	Category	Min Length (cm)
T22	Yellowtail Kingfish	Open	60
T23	Mulloway	Open	60
T24	Bream	Open	30
T25	Estuary Perch	Open	32
T26	Murray Cod	Open	60
T27	Golden Perch	Open	32
T28	Australin Bass	Open	32

**Note: A particular fish entered as “Measure and Release” nomination cannot also be entered in a “Heaviest Species” category.**

**T29. Pam & John Considine Angling Encouragement Champion Boat Trophy:**

- Only those species listed above in items 1-19 inclusive are eligible for this trophy and the minimum lengths listed above will apply. Trophy item T21 is decided as follow:
- Most number of species captured – Items 1-19 inclusive.
- In case of a tie, decision to be made on total weight of heaviest of each species 1-19 inclusive.
- In case of further tie, the first boat to catch the winning number of species listed will be deemed the winner.

**T30. Kate & Terry Logan – Junior Angling Encouragement Trophy:**

Trophy T22 is decided as follows:

- The winner of this trophy is the junior angler who captures the most species from the above listed items #1-19 inclusive are eligible for this trophy and the minimum lengths listed above listed above will apply.
- Species 1-19 must be captured in local waters
- In case of a tie, decision is made on total weight of the heaviest of each species #1 – 18

**Game Fish Trophies: (All members must be current financial G.F.A.A members and all game fish must be captured strictly to G.F.A.A rules).**

**T31. Heaviest Southern Bluefin Tuna:** 2kg, 3kg, 4kg, 6kg, 8kg, 10kg, 15kg, 24kg, 37kg & 60kg, Line classes (Minimum weight 10kg) – Local Waters

**T32. Heaviest Tuna other than Southern Bluefin Tuna** – Any Waters

**T33. First Bluefin Tuna in excess of 150kg** – Local Waters

**T34. Most Meritorious Broadbill Swordfish** – Any Waters

**T35. Heaviest Game Shark:** (Minimum Length 120cm) – Local Waters

**Perpetual Trophies:**

**T36. Peter Warner Memorial - Highest Point Scoring Gamefish by a Small Fry** – Local Waters

**T37. Heaviest Game Fish by a Small Fry Angler:** (Minimum Weight 10kg) – Local Waters

**T38. Heaviest Game Shark by a Small Fry Angler:** (Minimum length 120cm) – Local Waters

**T39. Small Fry Tag & Release Champion** – Local Waters

**T40. Highest Point Scoring Gamefish by a Junior** – Local Waters

**T41. Heaviest Game Fish by a Junior Angler** – Local Waters

**T42. Heaviest Game Shark by a Junior Angler** – Local Waters

**T43. Junior Tag and Release Champion** – Local Waters

**T44. Bruce Everard Memorial Heaviest Game Fish:** (Line: Weight ratio), (minimum weights and lengths as listed will apply, Local waters only).

**T45. Neville and Cheryl Dance: Most Meritorious Capture:** (minimum weights and lengths as listed will apply, any waters).

**T46. Angus McSween Memorial Trophy: Tag & Release:** (Angler with the highest points score, local waters only).

**T47. Alan Togni Memorial Trophy: Heaviest Game Fish: excluding sharks:** (minimum weights as listed will apply, other waters).

**T48. Tag & Release Champion Angler** (All waters other than local)

**T49. Reg & Noreen Banner: Champion Boat Trophy** (any waters)

**T50. Neil & Diana Clarke: Champion Boat Tag & Release Trophy** (any waters)

**T51. Bruce Black Memorial: Best Club Person Trophy:** (As voted by the Executive Committee).

**T52. Club Champion**

Points are awarded for the highest point scoring fish, one of each species captured from items #T1-T17 only must be captured in local waters.

- Points are awarded for the highest point scoring game fish, one of each species captured from the G.F.A.A list (if they do not feature in item #T1 – T17), game fish can be caught in any waters and must go line class.
- All Species of gamefish tagged will receive 150 bonus points per species tagged.
- Points calculations are defined below;

***Points = weight of fish x 100, divided by line class in kg x species multiplier***

**All species of game fish are as per GFAV points.**

For example: A fish weight of 5.7kg x 100 = 570, divided by 2kg line class (x gamefish multiplier if applicable) = 285 total points scored.

- All braided and gel spun lines are classified as 15kg monofilament line.
- Species Multipliers: Billfish x 1, Gamefish x 1.5, Sharks x 0.5 & Blue Sharks x 0.25

**T53. N.A.S.A Award:** Not a Skippers A@se Award

**T54. N.A.D.A Award:** Not a Decky's A@se Award

**T55. Tag & Release Encouragement Award:** Every Game fish that each angler tags and releases gives them the opportunity to win a club nominated prize. For the first fish (as notified) to the WOLGFC that has been recaptured for the season there will be the above- mentioned prize awarded.

- The angler who originally released the fish will be eligible for the prize.
- All T&R eligible species are as per GFAA guidelines.
- The released fish must have been at liberty for at least 24 hours.
- At the time of recapture, the angler must be a financial member of WOLGFC and GFAA

## **T56. Tag and Release Slams:**

### **Bronze Slam:**

1 x species of Shark / 5 x SBT / 1 x species of other game fish

### **Silver Slam:**

2 x species of Shark / 10 x SBT / 2 x species of other games fish

### **Gold Slam:**

3 x species of Shark / 20 x SBT / 3 x species of other game fish / 1 x species of Billfish or 1 x SBT > 150cm (fork length).

## **Notes:**

**Item 1 only:** Any scale fish that is not specified on the WOLGFC list includes species as Gemfish, Blue Eye, Hapuka, Knifejaw, Pink Ling (no species of shark is included) an **CAN** be recaptured on Electric or power assisted reel.

**Items 6 & 7:** These species must be presented gutted, No allowance will be made for the gut.

**Items 2-42:** All species are to be captured on conventional rods and reels. Power assisted reels of any sort are prohibited for the claiming of any club records or trophies other than note for item 1.

**Tag and Release:** To participate in the WOLGFC Tag & Release program, it is essential to be a member of GFAV and obtain Tags from the WOLGFC Tagging Coordinator.

## **11. Local Waters**

Local Waters are defined as boats launched from the Port Macdonell Boat Ramp (South Australia) to boats Launched from the Apollo Bay Boat Ramp inclusive. Rivers and their tributaries that flow into the sea between Port Macdonell and Apollo Bay, and lakes within a 200km radius of the Warrnambool GPO.

Club sanctioned events are deemed as local waters.

## **12. Charter Boat Captures**

The capture, tag and release of fish including game fish is allowable from charter boats for all individual awards and trophies, providing they are weighed on club scales or a certified calibration report of the scales used and a weigh docket can be provided to the Fish Recorder before the end of the fishing season.

## **13. Close of Fishing Season**

That the Club's weigh in books be closed at 12.00am July 1<sup>st</sup>

## **14. Changes to By-Laws**

Any member of the club may request to make an amendment to these by laws.

All members of the executive committee are to receive a notice of motion to amend these by laws with a minimum of 28 days' notice.

Changes to these by laws are to be voted on at the next available executive committee meeting.

For the motion to be successful, 80% of the executive committee members present / or proxy shall be in favour.

The executive committee at its discretion, will notify the general membership of any amendments made to these by laws.

If rules for the fishing season proper are to be changed they are not implemented until the following season.



## Code of Conduct Policy

### **Purpose:**

To ensure that members have a very clear understanding of the behaviour that is expected from everyone and to make it clearly understood that breaches of these codes will result in disciplinary action.

### **Members are required to:**

- Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.
- Never use offensive language or behaviour towards anyone or engage in sledging or bullying of any person.
- Adhere to club policy at all times.
- Adherence to all liquor licencing requirements is expected from all members.
- Never behave in a manner that would damage the reputation of the club.
- Act as good role models and ambassadors for the club at all times.
- Display consistently high standards of good sporting behaviour including respecting the official's decisions.
- Be trustworthy.
- Any illegal substances will not be tolerated at any WOLGFC activity. Victoria Police will be notified ASAP to deal with any reported incidents of this nature.

### **Non-Compliance:**

The Warrnambool Offshore and Light Game Fishing Club Inc. Executive Committee will take action for any breaches of behaviour and responsibilities outlined in this policy.

Any member's ongoing breaches to our Club's Policies will result in disciplinary action (e.g. suspension or termination of membership).

## Child Safe Environment Policy

The Warrnambool Offshore and Light Game Fishing Club Inc. (WOLGFC) is committed to the safety and well-being of its members, children and young people who participate in our associations activities or use our services. We support the rights of the child and will always act to ensure that a child safe environment is maintained.

The WOLGFC will ensure that current Working with Children's Checks are conducted for volunteers working with children, where an assessment is required by law.

The WOLGFC will seek permission from a child's parent or guardian before taking an image of a child who is not their own. We will also ensure that the parent or guardian understands how that image will be used. The name and identity of the child will not be published without permission of the parent or guardian. We will also not provide any other information about a child's hobbies, interests, school or the like, as this can be used by other persons to "groom" a child.

We will only use images of children that are relevant to our association's activities and ensure that they are suitably clothed in a manner that promotes our Club values.

## Sponsorship Policy

### **Purpose:**

To ensure that the decision about the type of sponsors our Club wishes to be involved with are well documented and that this is adhered to when approaching or being approached by sponsors. To provide the committee with a guide to safeguard against inappropriate commercial interests becoming associated with our Club. Also to ensure that the Club's values and vision are reflected by its business dealings.

### **Policy:**

The Warrnambool Offshore and Light Game Fishing Club Inc. committee encourages the involvement of appropriate community and corporate sponsors in the provision of programs, facilities and events.

The President and/or the nominated Sponsorship Officer have the authority to seek and negotiate corporate sponsorship agreements for the approval of the Executive Committee. These negotiations must be in line with the policy statements below.

Sponsorship participants must all be from reputable organisations whose public image, products and services are consistent with our values and goals.

### **Policy Statements**

The Warrnambool Offshore and Light Game Fishing Club Inc. and the nominated Sponsorship Officer(s)-

- Discourage arrangements with tobacco related companies.
- Will ensure that the sponsorship arrangement does not conflict with club policies or impose conditions that would impact on the club's ability to carry out its functions.
- Will ensure that the sponsorship agreement maintains the professional image of all parties.
- Will develop and maintain a positive relationship with our sponsors through regular communication.
- Reserve the right to accept products for distribution on merit, not because they are free.
- Will ensure that the club obligations under the sponsorship arrangements are met.
- Will ensure that the sponsorship allocated is spent in the manner for which it was provided.
- Will ensure that no office bearer or member receives any personal benefit as a result of a sponsorship arrangement.
- Do not explicitly endorse the sponsor or its product through its association.

**APPENDIX 1**  
**FORM OF APPOINTMENT OF PROXY**

I (insert name) .....

Being a financial member of the Warrnambool Offshore & Light Game Fishing Club Inc.

Hereby appoint (insert name) .....

Being a member of the above club as my proxy to vote on my behalf at the general meeting of the club (Annual General meeting or Special General Meeting as the case may be)

To be held on the..... (date)

And at any adjournment of that meeting.

My proxy is authorised to vote in favour / against (delete as appropriate) the Resolution (insert details).

SIGNED .....

Dated the ..... day of ..... 20.....

NOTE: This form must be in the hands of the Secretary no later than 24 hours before the time of the meeting in respect of which the Proxy is appointed.

**APPENDIX 2**

**NOMINATION FORM FOR EXECUTIVE COMMITTEE OFFICE BEARERS**

All positions are vacant as of the AGM and the positions are:

- President
- Immediate Past President
- Vice-President
- Junior vice President
- Secretary
- Treasurer
- Publicity officer
- Fish Recorder
- Safety Officer
- Membership Officer
- GFAV Delegate
- Floor Member

I,..... being a financial member of the Warrnambool offshore & Light Game Fishing Club, nominate .....for the position of ..... for season 20... / 20...

Signature: ..... Date: .....

I,..... being a financial member of the Warrnambool offshore & Light Game Fishing Club, second the nomination of .....for the position of ..... for season 20... / 20...

Signature: ..... Date: .....

Nominee's signature of acceptance ..... Date: .....

## APPENDIX 3

### WOLGF Executive Position Descriptions

#### **Executive Committee**

*All executive positions are expected to assist with the club activities whenever possible. Teamwork creates a well-functioning and efficient committee, with the best interests of the club in mind. This team attitude also stops the occurrence of a small number of people doing the bulk of the work.*

While responsibilities, duties & tasks may be allocated to members of the committee, it is the Committee that is ultimately responsible for the completion of those duties & tasks. Some examples of tasks all executive members can assist with are below.

- assisting with Club events,
- contributing to sub committees as required,
- gaining a current Responsible Serving of Alcohol (RSA) accreditation and assisting with running the bar on a rostered system at club events – all bar operators are to remain 0.00% BAC in accordance with Victorian legislation,
- All Committee members are to have a current Working With Children's Check (Volunteer)

### **EXECUTIVE COMMITTEE POSITION DESCRIPTIONS**

#### **President (Chairperson by default):**

Shall direct the executive committee members in all matters concerning the well-being of the club.

They shall have the right to vote on every motion and shall have in the case of equality, a casting vote which he/she must exercise.

They are to chair the executive committee meetings. If unavailable, the Senior VP will undertake this role. If both roles are unavailable at a meeting, a member elected by the committee can take on this role for that meeting.

The President will run meetings in a way that allows for an open discussion of all matters on the agenda and encourages discussions.

They are to remain impartial and not interrupt a speaker unnecessarily when the speaker has the floor and is following the rules of the group.

They are to receive motions, putting them to the vote, declaring the result and ensuring that everyone understands what the decisions are.

They are to represent the club at official and public occasions.

They are required to be a signatory on the club's finances as required.

The role of President can only be held for a period of 2 years maximum at any one time but they must be re-elected annually.

#### **Immediate Past President:**

This position exists for the previous past president only. They shall have the ability to pass onto the current President the knowledge and help to develop skills for that current President.

**Senior Vice President:**

This position will take on the duties of the current President when that person is absent or unable to perform their role.

The Senior VP position ideally is a “training” position for the intention of stepping into the role of President in the future.

They are encouraged to assist, if available, with any subcommittee duties, taking a leading role in this forum, allowing for the efficient and effective formulation of any club activities deemed required by the executive committee. They are to report back to the executive committee with any findings/recommendations of these sub committees.

The Program and Events Committee to be chaired by the Senior VP.

They are to liaise with and be the liaison for, the President, Secretary and Treasurer for urgent matters outside of committee meetings.

**Junior Vice President:**

The Junior VP position will allow for the future development of the executive committee. This person is encouraged to assist the club in the delivery of Club Presentations and Events.

They are encouraged to take a leading role in the programming of social events and presentations. They will take a leading role in the planning of the Club’s Annual Dinner, working with and assisting the other executive members to ensure this event runs smoothly.

The Junior VP will take on the Key Register Responsibilities, ensuring all club access keys are accounted for and recorded.

**Secretary:**

This person shall be responsible for the production and disseminating of the executive committee agendas and minutes of all meeting. This is to be done within 2 weeks of any meeting when possible.

They will be responsible for all correspondence of the Club, both internally and externally. This may be delegated to other executive committee members by agreement.

They are to follow up with relevant parties on key, official actions arising from meetings.

They are to handle all paperwork and Post Office Box collections for the club.

The Secretary will submit the annual report to Consumer Affairs Victoria (CAV) on behalf of the Club.

They will ensure the Club’s Liquor License requirements are kept up to date, i.e. renewal of existing license, displays of current and correct information in the club rooms and the renewals of all Responsible Serving of Alcohol (RSA) accreditations.

**Treasurer:**

This person will be responsible for the handling and accounting of all club financial matters.

They will provide timely information to the committee, table a report in all executive committee and AGM meetings.

They will be responsible for the Club’s bank cards, with the use of this card by other committee members being required only in the Treasure’s absence and by agreement of the President only.

They are to ensure the annual audit of financial records are completed in time for financial reports to be presented to members at the Annual General Meeting.

Implement cash management procedures.

They are to co-ordinate and update bank accounts as endorsed by the committee, including updating new signatories.

Oversee or undertake the financial transactions and reconciliation of the club.

**Publicity Officer:**

This role is to promote the Club in all media formats as required. They are to update the social media platforms and publish any Club member’s fishing capture photos.

They are to take a leading role in the development of “Tails” with other club members.

**Fish Recorder:**

This person is responsible for the collation of all club member's species records throughout the year. The recording reports are to be updated and any resupply of record books are the responsibility of this person.

They are to liaise with the club's GFAV Delegate when required, i.e, nominations for state and National GFA awards.

Any requests for club records from scientific/student research (where agreed by the executive committee) shall be supplied by this person.

They are to table a report of any meritorious captures to the executive committee meetings as required. This position should communicate these with the club's Publicity Officer for the purposes of communicating this via social media.

They are to finalise point scores at the end of each year and provide a list of trophy winners to the committee and engraver and affix on trophies.

They are encouraged to help with the presentation of all trophies.

**Safety Officer:**

This person shall be responsible for the general upkeep and reporting of any safety matters of the Club.

They are responsible for the maintenance of the club's first aid kits and defibrillator, the fire extinguishers and the smoke alarms.

This person is to table a report to the Club's executive committee.

Any safety issues of Club tournaments and events are to be addressed by this person with consultation of the executive committee.

**Membership Officer:**

Receive and process new membership applications, renewals and change of details of existing members and maintain the membership register.

This person is to formally welcome any new members (once voted in at an executive meeting), via correspondence. Also to produce a new member welcome package.

Provide the committee with a copy of the membership register at each committee meeting, plus provide an end of year membership register to the secretary within 2 weeks of end of year. This is for the purposes of tabling at the AGM.

They are encouraged to ensure all member's GFAV fees have been paid (with liaison with Treasurer) quarterly.

**GFAV and Tagging Delegate:**

This person is encouraged to attend all GFAV Meetings/Teleconferences and report back to the club with all relevant topics associated with "Club land".

They are to promote GFAV and the National Junior Tournament to all existing and new members.

They are to organise Club supply of tags, record in tags inventory and issue to members accordingly. They are to collaborate all tag and release points scored, update the points tally and provide members with an update of point scores at least bi-monthly. They are to promote tag and release to all Club members.

This person is to be the Club's point of contact for all pending state, national and world claims and procedures.

They are to be the Club's lead with the official sanctioning of any proposed GFAV sanctioned tournaments for the Club.

This person is to liaise with the Club's Fish Recorder for all state and national awards.



### **Floor Members:**

All Executive Committee Floor Members are to contribute to the running of the Club. This is to include:

- Table any relevant issues at executive committee meetings,
- Communicate with other executive committee members through agreed club communication platforms,
- Treat each other with respect and promote our club values whenever possible,
- Assist any other executive committee members in the delivery of their roles as required.
- Floor members are encouraged to contribute to the Program and Events Committee.
- Contribute to promote a positive club atmosphere.
- assisting with Club events,
- contributing to sub committees as required,
- gaining a current Responsible Serving of Alcohol (RSA) accreditation and assisting with running the bar on a rostered system at club events – all bar operators are to remain 0.00% BAC in accordance with Victorian legislation,
- All Committee members are to have a current Responsible Serving of Alcohol (RSA) and a Working With Children's Check (Volunteer). Club to pay for the cost of the member's initial RSA.