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1 HISTORY

Remuera Bowling Club Incorporated (RBC) and Auckland Bridge Club Incorporated (AKBC), established in 1895 and 1929 respectively, initiated discussions in June 2015, later revived in 2022, to explore a merger aimed at creating a unified club. The discussions were driven by a shared vision to combine resources for the long-term benefit of current and future Members, as well as the wider community.

RBC has owned and operated from site off Market Road Remuera since its founding in 1895, with funding provided by its Members. AKBC purchased its site at 273 Remuera Road in 1970, also through Member contributions. At their peak, RBC enjoyed 400 Members, while AKBC had over 1,000. At the time of amalgamation, the combined membership included approximately 100 bowlers, 20 snooker players, and 600 bridge players—many with longstanding ties to their respective clubs.

Both clubs rank among the oldest and most respected in New Zealand, with recognition from their national bodies and Members who regularly compete at top international levels.

Following the amalgamation, the proceeds from the sale of 273 Remuera Road have been earmarked for the redevelopment, upkeep, and enhancement of the Premises and Activities.

The leadership of both clubs envisioned that merging finances, administration, and facilities would foster a vibrant, efficient, and inclusive social environment—offering diverse sporting and recreational opportunities under one roof and supporting a growing and engaged membership.



2 BYLAWS COMMENCEMENT

- 2.1 These Bylaws apply from the Amalgamation Date of the Remuera Bowls and Bridge Incorporated (RBB) and supersede all previous rules and regulations of Precursor societies.
- 2.2 The Executive Committee may amend these Bylaws at any time without prior notice. Whenever this happens, an updated copy of these Bylaws will be produced and made available to Members.
- 2.3 These Bylaws supplement the Society's Constitution.

3 CODE OF CONDUCT

Members are responsible for complying with NZ law and with the Constitution and any house or other customary rules of the Society and, without limitation, shall:

- 3.1 Consume food and/or refreshments, or smoke, in designated areas only,
- 3.2 Dress appropriately,
- 3.3 Be courteous to staff, other Members and guests. The Society operates a zero-tolerance policy to rudeness,
- 3.4 Not be impaired through alcohol, narcotics or other illicit substances,
- 3.5 Respect the sale of alcohol law which include not providing minors with alcohol and not consuming your own alcohol on the Premises. A light snack menu is available when consuming alcohol,
- 3.6 Conduct themselves in a manner that does not adversely affect the enjoyment of others,
- 3.7 Not use the Society facilities for delivery, courier or postal services nor as a place of business,
- 3.8 Not visit Society facilities if un-well in consideration of others,
- 3.9 Acknowledge that the contact details of Members are made available exclusively to Members and are solely for social and Activity purposes. Members' contact information may not be deployed for marketing, political, promotional or commercial purposes nor provided to or disseminated to any other party as outlined in the Privacy Policy,
- 3.10 Agree that Members are entirely responsible for the conduct of their Guests,
- 3.11 Follow any reasonable directions and requests made by staff and event organisers,
- 3.12 Switch cell phones to silent while on the premises,
- 3.13 At busy times consider sharing transport or taking public transport to the Premises, saving parking congestion,
- 3.14 Be aware of safety and security needs of all users of the Premises and sign in on arrival and departure,
- 3.15 Members and guests are responsible for their own property and vehicles while on the Premises.



4 FEES

- 4.1 **Fees:** Fees include Goods and Services Tax and are payable in New Zealand dollars.
- 4.2 **Relevant national and/or regional societies payments:** The Society will remit levies of affiliation fees if required to relevant national and/or regional bodies on behalf of Members.
- 4.3 **Annual subscription fees:** annual subscriptions are applicable for most categories of Membership
- 4.4 **Subscription dates:** Unified to match the Balance Date running from 1 July to 30 June the following year
- 4.5 **Participation fees:** Participation Fees are payable for most Activities in addition to Subscription payments.
- 4.6 **Part years:** new and re-joining Members will be charged on a pro rata monthly basis for the remainder of the Subscription year
- 4.7 **Consumable fees:** Consumable Fees include charges for food, beverages and sundries
- 4.8 **Changes and amendments:** the Executive Committee may alter, cancel or add Subscription Fees, Joining Fees, Participation fees and Consumable Fees without notice
- 4.9 **Goal of being cashless:** The society aims to be cashless, with all payments made from credit balances held on each Member's electronic account with the Society. Regular non-Member guests are also encouraged to use an electronic account with the Society. This applies mainly at the end of the Transition Period.

5 MEMBERSHIP SUB-CATEGORIES

- 5.1 The membership categories are outlined in clause 6 of the Constitution with sub-categories as in the table below.
- 5.2 Young Members under 18 years of age may not stand for election nor vote but otherwise have full rights.

Category	Sub-category	Rights
Voting Members	Life Members	Full
	Member	Full
	Veteran	Full, over 90 years of age at the Balance Date with a substantial connection to the Society. Proof of age may be required.
	18-26 Years Old	Full. Proof of age may be required.
Non-Voting Members	Remote Member	Online bridge players or Members unable to use the Premises for a significant period but wishing to remain part of the Society
	Social Member	A person with a connection to the Society but not participating in Activities



	Under 18	Full playing rights, under 18 years of age at the Balance Date. Proof of age may be required
	Non-Financial Member	No rights as in arrears with their payments to the Society.

6 JOINING FEES, ANNUAL SUBSCRIPTIONS AND PARTICIPATION FEES

6.1 Annual Subscriptions and Joining Fees

Category	Sub-category	Subscription fee	Joining fee
Voting Members	Life Member ^{(1) (2)}	\$1	N/A
	Member ^{(1) (2)}	\$120	\$10
	Veteran ^{(1) (2)}	\$60	\$10
	18-26 Years	\$30	\$1
Non-Voting Members	Remote Member ⁽¹⁾	\$25	\$1
	Social Member	\$25	\$10
	Under 18	\$30	\$1
	Non-Financial Member	N/A	N/A

- (1) Regular bridge players may also be charged an additional \$30 annually as an affiliation fee to NZ Bridge Inc if the player is not already paying affiliation fees at another NZ club
- (2) Regular bowls players may also be charged affiliation fees to Bowls Auckland and/or New Zealand Bowls Inc between \$30 and \$60 annually
- (3) Younger Members may be charged reduced affiliation fees to relevant National and/or Regional Bodies, and are charged lower Participation Fees (see 6.2)

The Society will collect affiliation fees from Members regularly playing both bridge and bowls for both sets of affiliations. Affiliation fees may vary as they are changed by national and/or regional bodies. Bridge also pays fees to NZ Bridge for each session varying from 35 cents to \$10 per event.

6.2 Participation fees per person

Activity	Member Fees	Guest Fees
Bowls		
Roll up	\$10	\$20
Bowls practice	Nil	\$20
Bridge		
Bridge club session at club (*)	\$11	\$12
Bridge club session online (*)	\$10	\$12
Snooker		
Snooker practice	\$5	\$10



Tournaments, education, seminars, and special events	Fees based on the status, length, and type of event
Social guests	Free of charge

(*) Life Members are charged a nominal Participation Fee to assist in measuring attendance and to have a register of those present on the Premises for insurance and security purposes.

Members Under 18 and 18-26 Years of age are charged 50% of the Participation Fees.

7 HOSPITALITY AND SUNDRIES

7.1 Consumables

Fees for refreshments, snacks and sundries will be posted in the appropriate areas for the purchase, and on the Society's website.

8 GUESTS

Guests are most welcome when accompanied by a Member and signed into and out of the Premises by the Member. Members are fully responsible for the conduct of their Guests and are liable for any damage caused by their guests. As a guide the Society welcomes a guest up to six times in any 12-month period. The Executive Committee may limit guest numbers.

Big groups of guests: Members must give reasonable advance notice of groups exceeding six persons and accept that confirmation is required by the Club Manager.

Visiting groups of bowlers: Especially over the Christmas period, groups of organised non-Members enjoy using the bowls, bar and catering facilities. During these times there may be parking congestion. Such events will be well publicised to Members in advance.

Larger regional or national tournaments: On several weekends annually, the Society hosts tournaments and Members should anticipate some parking congestion and possibly lack of access to activity areas. Such events will be well publicised to Members in advance.

9 OPERATIONS MANUAL

Society's policies and processes are outlined in the manual, which is under development, with topics as below:

Organisational Structure	Marketing and sponsors	Emergency management
Workplace Information	Finance / accounting policy	Workplace Safety Protocols
Workplace Requirements	Human Resources	Performance Measures
Health and Safety	Roles and Responsibilities	Bequests/donations procedure
Equipment and premises		Policies and Procedures



10 RULES FOR SPECIFIC ACTIVITIES

To the extent required to give full force and effect to the Society's Constitution and these Bylaws, the Constitution and these Bylaws override rules and regulations of local regional and national authorities (including those published from time to time by Bowls New Zealand Incorporated, New Zealand Bridge Incorporated and New Zealand Billiards and Snooker and Association Incorporated). Otherwise, Members will abide by them.

10.1 Bridge Rules

The Society will adhere to the rules and regulations of New Zealand Bridge Inc and as they change from time to time.

Rules specific to the Society managed by the Bridge Subcommittee are published on the Society's website and may be amended at any time.

10.2 Bowls Rules

The Society will adhere to the rules and regulations of New Zealand Bowls Inc and Auckland Bowls Inc and as they change from time to time.

Rules specific to the Society managed by the Bowls Subcommittee are published on the Society's website and may be amended at any time.

Bowls matches shall be played in accordance with the Governing Documents relevant to Bowls, and the Society and its Members shall, as a condition of the continuance of membership to Auckland Bowls and New Zealand Bowls, conform to and be bound by those Governing Documents.

10.3 Snooker Rules

Rules specific to the Society managed by the Snooker Sub-Committee are published from time to time on the Society's website.

11 PRIVACY POLICY OF THE SOCIETY

11.1 RBB is a registered New Zealand Incorporated society that conducts itself in accordance with its registered Constitution.

11.2 This Privacy Policy applies to all Members of the Society. It is used to inform you of the Society's policies relating to the use, collection and disclosure of personal information of our Members. It also provides for the rights you have in respect of your personal information. When we talk about personal information, we mean personal identifiable information that you supply to us during your membership.



- 11.3 By consenting to become a Member, you agree to be bound by the terms of our then current privacy policy (Privacy Policy), and you consent to our collecting, using and disclosing any personal information about you that is provided by you or another person, in accordance with this Privacy Policy. We reserve the right, at any time, to modify or replace the Privacy Policy and will give notice to our Members when we do so. The most recent version of the Privacy Policy is available by request from the Society's secretary. You remaining a Member following our reasonable endeavours to so notify you following any changes to the Privacy Policy constitutes acceptance of those changes.

12 COLLECTION AND STORAGE OF PERSONAL INFORMATION

12.1 Collection of Personal Data

The nature of being a Member of the Society requires that you disclose to us personal information. Personal information is information about you. The type of personal information we collect or which we may hold about you may include, but is not limited to:

- (a) Your name, class of membership, contact information, address, phone number, email address, emergency contact information, payment data such as your credit or debit card number and other payment information, interactions with the Society and your area(s) of Society activity, training and support needs.
- (b) information about your membership.
- (c) Any other personal information that is reasonably required by the Society to carry on its operations.

Except as required by the Society's constitution or law, you have no obligation to provide us with any personal information that is requested by us. However, if you choose not to provide us with such information, we may be unable to provide you with the full benefits of membership and may in some circumstances need to terminate your membership.

12.2 How we collect your Personal Information

We collect your personal information in the following ways:

- (a) When we receive information you provide via various means, including (without limitation) via applications and correspondences, by email or via our website.
- (b) When we collect information publicly available on the internet.
- (c) When we collect tracking information collected using cookies.
- (d) When we verify identity and other information provided by you.

12.3 Purpose of Collection of Your Personal Information

We only collect information that is necessary for the purposes of the Society including to undertake the Society's business and to facilitate supply of membership offerings, to keep you updated on Society events, to arrange or process payments, for our promotional, marketing and or service improvement purposes and as required for compliance with a legal obligation to which we are subject.

12.4 How we may use Your Personal Information

We understand the importance of using your personal information in a responsible and secure manner.



Your personal information may only be used by the Society under the following circumstances:

- (a) to contact you, or your nominees.
- (b) to identify you and for the operation and maintenance of your Society accounts.
- (c) to enable us to provide and operate the Society and to facilitate your membership and to provide the Services.
- (d) to deal with requests, enquiries, complaints, technical and other Society Services.
- (e) to analyse the Society's website and information about users, diagnose problems, analyse trends, improve the features and usability of the Society's business and Member services and better understand and market to our Members and to improve the Society's Services.
- (f) to keep you informed about the Society, including events and offers we think you may find useful and to better understand your needs and to improve our offerings.
- (g) to comply with any legal, government or regulatory obligation.

We may use your personal information for other purposes that are incidental to the circumstances described above, as would reasonably be expected by you.

12.5 Storage, Security and Sharing of Personal Information

We use reasonable technical, administrative and physical security measures designed to safeguard and help prevent unauthorised access to your personal information we collect. We will retain your personal information if it is necessary to fulfil the purposes for which it was collected, unless a longer retention period is required or permitted by law.

We may disclose your name, class of membership, contact information, phone number, email address to other Members.

We may disclose your personal information to reputable third-party providers both within and outside of New Zealand that work with the Society to provide the Services (whether by facilitating, providing on our behalf, or providing the Services or related services or analysing them), or help us to do so. This may include (but is not limited to) national regional and local sporting bodies, website service providers and debt collection agencies. Such third-party providers outside of New Zealand may not be required to protect your personal information in a way that overall provides comparable safeguards to those in the New Zealand Privacy Act 2020. By becoming a Member of the Society, you nevertheless consent to the Society's disclosure of your personal information to its third-party providers outside of New Zealand even though your information may not receive the same protection as provided by the New Zealand Privacy Act 2020.

12.6 Use of Cookies

Cookies are files with small amounts of data that is commonly used as an anonymous unique identifier. These are sent to your browser from our website and are stored on your device's hard drive. Our website uses "cookies" to collect information and to improve our Services. Some cookies are used to generate statistics or to remember your preferences. You have the option to either accept or refuse these cookies and know when a cookie is being sent to your device. If you choose to refuse our cookies, you may not be able to use some parts of the Society's Services.



12.7 Your Rights to access / correct your Personal Information

You have right to request access to and correction of your personal information held by us and, in fact, are obliged by the by our constitution to update your contact information when it changes. To exercise your rights, you can lodge a request with the Society's secretary.

13 LINKS TO OTHER SITES

- 13.1 From time to time, we may link you to other websites or service providers. If you click on a third-party link, you will be directed to that site. Note that these external sites are not operated by us. Therefore, we strongly advise you to review the privacy policy applicable to these websites. We have no control over, and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services.

14 CONTACTING US

- 14.1 If you have any questions or concerns, please contact the Club Manager or any Member of the Executive Committee.

END.