

BAIRNSDALE FOUR WHEEL DRIVE SOCIAL CLUB

Incorporated in Victoria

PO Box 104, Bairnsdale, 3875

By-Laws and Code of Practice

VERSION 20260729

Throughout this document, the expression “the Club” refers to Bairnsdale Four Wheel Drive Social Club Inc.

Revision history:

June 2018

September 2025

August 2026

Version effective June 2018.

Version 20250910 effective from 14 November 2025

Version 20260729 effective from 20 August 2026

1 COMPLIANCE WITH THE LAWS OF THE REALM

- 1.1 Notwithstanding anything contained within these By-Laws or not specifically covered by them, no member shall, while engaged in any official Club business or activity, violate any law or regulation of the Commonwealth of Australia or of the State or Territory of Australia in which that business or activity is being conducted.

2 IDENTIFICATION WITH THE CLUB

- 2.1 No member shall act in the Club's name, or use the Club's name in any way whatsoever without the full knowledge and consent of the Committee.
- 2.2 For the purpose of these By-Laws, only those activities which have been approved by the Committee or Trip Coordinator/s and registered on the Club website shall be recognised as official Club activities. An activity not so approved shall be considered as the private activity of a member(s).
- 2.3 Any members who at any time, allow themselves or their vehicles to be identified with the Club either visibly or in any other way, shall be bound to comply with these By-Laws.
- 2.4 Any member resigning from the Club, or expelled from the Club in accordance with the By-Laws, or otherwise ceasing to be a member because of non- payment of fees, may be requested to return to the Club any membership badges, tokens, or like items which may be in their possession. Compensation for badges will be appropriately assessed by the Committee. The Committee may take legal steps against any such person(s) whose actions and improper identification with the Club discredit the name of the Club.

3 POWERS OF THE COMMITTEE

- 3.1 Within the limits set forth by the Rules, the Committee shall be empowered to decide upon any issue not specifically covered by these By-Laws.

4 COMMITTEE MEMBERSHIP

- 4.1 The Committee will be made up of four (4) roles: The President, The Vice President, The Secretary and The Treasurer, plus four (4) with a maximum of six (6) additional ordinary members.
- 4.2 The Secretary is responsible for the Club's correspondence; no correspondence shall be conducted on behalf of the Club without the Secretary's approval. In addition, any general correspondence to the whole membership is to be channelled through the general committee via the Secretary.

5 MEMBERSHIP

- 5.1 The annual membership fee shall be as proposed by the Committee and put to the Membership at the Annual General Meeting, to take effect from the membership period commencing 12 months after the AGM at which the rate is set. The annual membership fee provides insurance cover for financial members and their immediate family (e.g. Spouse and children under 18 years, or as defined by Four Wheel Drive Victoria), on a designated Club trip or event.
- 5.2 A member shall be deemed unfinancial if the annual membership fee remains unpaid as of 1st July. Unfinancial members are not permitted to attend Club trips or events, nor are they eligible to vote at Club meetings.

If an unfinancial member does not renew their membership in the following financial year, their membership will be formally cancelled. To rejoin the Club, they must submit a new membership application and pay the full annual membership fee, regardless of the time of year the application is made.

- 5.3 PROPORTIONATE FEES shall be 50% of the current full year membership fee, for those joining the Club for the first time on or after 1st January until 30th June. The full rate shall apply to all others.
- 5.4 ASSOCIATE MEMBERS (and candidates for Associate Membership) are a member who holds and chooses to maintain membership in a second Club affiliated with 4WD Victoria. They must conform to the provisions of these By-Laws and Rules, but have no voting rights. Associate membership may be made available at the discretion of the Committee. Requests for Associate Membership should be forwarded to the Club Secretary.
- 5.5 TEMPORARY Membership is available once in a 3-year period. It is open to those wanting to try out the Club, accompany a Club member as a guest on a trip or participate in Club volunteer activities. Temporary membership is not intended to be an alternative to full Club membership and is not a stop-gap for non-financial members. These requirements may be waived or varied on a case-by-case basis, at the discretion of the committee.

Temporary members will be required to complete a **Temporary Member – Trip Participant Form**, complete and sign a **Personal Details Form** (one for each trip attendee) pay the applicable temporary membership fee and have these accepted by the Trip Leader **prior** to participating in a trip or event. The temporary membership fee is applicable to each visitor (and covers their immediate family) whether they are driving their own vehicle or are a passenger in the vehicle of another guest or member, e.g. if a visitor and their friend come on a trip, they must each pay the temporary membership fee, whereas a visitor and their partner or children under 18 years would only pay the fee once. The fee for temporary members provides cover for up to three trips in that financial year. Temporary members may attend no more than three trips as a temporary member before they must apply to become a full member and pay the full membership fee (subject to section 5.3)

- 5.6 Members expecting to be absent from the Club for twelve months or more subsequent to the current financial year (July to June) may apply to the Committee for leave of absence; their membership fees shall then be waived until their return when they may resume membership.

6 TRIP PLANNING AND OPERATION

- 6.1 When an official Club activity is to be conducted in a forest district administered by a Victorian Government instrumentality, the Trip Leader shall ensure that approval for the use of tracks in the area is obtained from the relevant authority. An equivalent procedure shall be followed where appropriate in respect to any areas controlled by any other Land Management Body, Authority or individual. The Trip Leader shall be responsible for determining whether such procedure is appropriate.
- 6.2 The Trip Leader of an official Club activity shall be a consenting member authorised by the Committee.
- 6.3 The Trip Leader shall ensure that to the best of their knowledge and ability the By-Laws of the Club are observed at the official Club activity of which they are the leader. The Trip Leader shall ensure that all participants are recorded on the Trip Participant List and that the personal details and temporary membership fee is paid, and forms are completed.
- 6.4 The Trip Leader is to be conversant with the Trip Leader Guidelines as provided on the Club website and the Trip Rating System in accordance with the Track Classifications Table also available on the Club website. In addition, any driver whose skill or vehicle are inadequate for the planned trip, or in such condition as to prejudice the safety or well-being of other participants, may be advised by the Trip Leader not to participate.

7 CONSERVATION

- 7.1 Members shall conduct themselves at all times in such a manner as to conserve native fauna and flora and the natural environment, and should encourage others to do likewise, specifically:
- (a) All vehicles shall be absolutely restricted to travelling on defined tracks/roads.
 - (b) No litter shall be disposed of in an improper manner. Litter which cannot be placed in a receptacle provided for the purpose, or disposed of properly, shall be transported to a place where proper disposal is available.
 - (c) Wild game shall be conserved by the observance of specific closed seasons. Bag limits, minimum size, and method of capture or killing. No form of wild life shall be killed indiscriminately or maimed. Laws covering protected species shall be fully observed.

- (d) Observe all the laws and regulations relating to vehicle use. Remember these laws vary among States.
- (e) Recognise the rights of others to solitude and peace. Avoid competitive activities close to settlements and recreation areas.
- (f) Keep to constructed vehicular tracks. Drive off roads only in areas specifically set aside for the purpose or if you have special permission to do so.
- (g) Observe all restrictions on the use of public land. In national parks and other conservation areas use your vehicle only as conventional transport.
- (h) Obtain the landowner's permission to drive on private land. Respect property and livestock. Leave gates as found.
- (i) Alpine areas, swamps and vegetated sand dunes are easily damaged. Strictly avoid these areas.
- (j) Respect our wildlife. Stop and look, but never chase animals. Remember some animals are easily disturbed and disturbance can affect their survival.
- (k) Keep the environment clean; carry your rubbish home. If others have left a mess, consider cleaning it up.
- (l) Observe all fire restrictions. Extinguish your fire before leaving.
- (m) Ensure your vehicle is mechanically sound, has an efficient muffler, and the exhaust does not emit sparks which could cause a fire.
- (n) Ensure you have adequate water, food, fuel and spares for any trip. In remote areas travel with at least one other vehicle to reduce the risk in case of trouble.
- (o) If you and your vehicle are equipped and able, help the authorities in emergencies such as bushfires or search and rescue operations.

8 FIREARMS

- 8.1 Members are prohibited from using firearms other than rim fire rifles or shotguns during Club activities unless such an activity is specifically organised for hunting. For all other Club events, authority may be sought and received from the Trip Leader and Committee prior to the trip commencing.
- 8.2 No firearms shall be discharged within a ten-kilometre radius of the Club main party or any other party.
- 8.3 All firearms shall be transported in a safe manner, and in accordance with Government regulations.

9 GENERAL

- 9.1 Members taking animals on Club events shall always maintain proper control over them. The Committee or its representative has the right to have a member or owner remove any animal deemed to be a nuisance, from the vicinity of other members either temporarily or on all future occasions.
- 9.2 It shall be the responsibility of the Committee to ensure that the required number of suitable persons is selected from full members to act as delegates to Four Wheel Drive Victoria or any other similar body.
- 9.3 It shall be the responsibility of the Committee each year to publish a fully documented list, including description and location of all Club equipment.
- 9.4 It shall be the responsibility of the outgoing Committee to compile, during the month of June a membership list for the ensuing year, incorporating a full mailing list for the incoming Committee.
- 9.5 The Club newsletter will be published on a monthly basis, include reports on the monthly meetings and the Annual General Meeting, and will be distributed to financial members, life members, honorary members, associate members and temporary members by the newsletter editor. At the discretion of the Committee, distribution of the newsletter may be extended to other 4WD clubs, associations, Government bodies or like instrumentalities as may be deemed appropriate recipients.
- 9.6 The Club, in accordance with the rules laid down by VicRoads and at the discretion of the Committee, offers full members the privilege of Historic Registration for member's suitable 4WD vehicles.

This version of the Club By-Laws proposed to Club members at the Club Special General Meeting held 20 August 2026, for adoption from 20 August 2026.

Moved: NICK BURCH Seconded: ALAN STOCKACE Carried. UNANIMOUS

Signed by President:  Date: 20/08/2026
NICK BURCH