



**Operating Rules of
The Northern Rivers Classic Motorcycle Club
(NRCMCC)**

**To be read in conjunction with the Constitution adopted
18th March 2012**

(Note that anything not in the club rules defers to the constitution, and anything not in the constitution defers to NSW Fair Trades' Model Constitution under the Associations Incorporation Act 2009)

(Version 1.02, updated 11 December 2018)

CONTENTS:

CONTENTS:	2
------------------	----------

PREFACE:	3
-----------------	----------

MEMBERSHIP:	3
--------------------	----------

MEMBERSHIP GENERAL:	3
----------------------------	----------

CONDITIONS OF MEMBERSHIP:	3
----------------------------------	----------

CLASSES OF MEMBERSHIP:	4
-------------------------------	----------

PATRON:	4
---------	---

LIFE MEMBER:	4
--------------	---

GENERAL MEMBERSHIP:	4
----------------------------	----------

SINGLE MEMBERSHIP:	4
--------------------	---

DUAL MEMBERSHIP:	4
------------------	---

HONORARY MEMBER:	5
-------------------------	----------

MISCELLANEOUS:	5
-----------------------	----------

A) CERTIFICATE OF THANKS:	5
---------------------------	---

B) ANNUAL GENERAL MEETING:	5
----------------------------	---

C) RECORDS:	5
-------------	---

D) CLUB ASSETS	5
----------------	---

E) MEMBERS SOCIAL FUND	6
------------------------	---

CLUB INSPECTION & AUTHORISATION OF HISTORIC MOTORCYCLES:	6
---	----------

PREFACE:

The adoption of the new constitution on March 18th, 2012 necessitated a review of the Club operating rules; this is because, while the constitution covers the legal requirements of NSW Fair Trading for incorporated not-for-profit organizations, it does not cover the rules specific to the operation and character of the Northern Rivers Classic Motorcycle club.

The Club rules must be consistent with the constitution but can be altered to suit changed conditions by agreement of club members through a process delineated in the constitution.

The rules must be read in conjunction with the Constitution.

MEMBERSHIP:

Membership General:

- Membership fees are determined at the annual general meeting each year.
- The due date for the payment of membership fees is the 31st day of March each year.
- The membership year is from 1 April until 31 March of the following year.

Conditions of membership:

As per the constitution, plus:

- Where an application for membership has been refused by the committee, the applicant can enlist the support of any financial member to assist in an appeal.
- Individuals who have previously resigned or let their membership lapse and are seeking new membership must complete an application form and forward it to the club secretary. The committee will have the discretion to waive the requirement for attendance at club events and will have regard for the reasons the applicant resigned or let their membership lapse.
- New members joining between April 1st and September 30th will pay full membership fees; new members joining between October 1st and March 31st will pay only half the fees for that year.
- A member resigning should notify the club secretary in writing. Membership fees are not refundable.
- A fully completed and signed membership form is required to be submitted for each membership application or annual membership renewal.

- New membership applicants must attend three (3) NRCMCC events prior to submitting their membership application form.
- All members are required to attend three (3) NRCMCC events per calendar year to be eligible for annual membership renewal.
- The Club has the right to set a maximum membership ceiling

Classes of membership:

Patron:

The club can invite a person to be patron of the club.

- Only one patron can exist at any time.
- If required, the patron can be nominated by any member for consideration by the committee and final approval by the club at an Annual General Meeting.
- The patron has no requirement to pay fees.

Life Member:

Life membership may be granted to a member in recognition of outstanding service to the club over a period of time. The total number of life members at any time should not exceed 10% of the total membership numbers.

The procedure for election of a life member is:

- After obtaining the proposed member's approval, a written nomination with seconding must be forwarded to the committee at least 3 months before the AGM.
- If the committee approves the nomination, it will notify the nominator and place the recommendation on the agenda for the AGM.
- If the nomination is not accepted by the committee, the nominator has the right to appeal and appear before the committee to support the nomination.
- A life member has no requirement to pay fees.

General Membership:

Single membership:

Male or female, pays a full annual subscription and has all rights and benefits of club membership; i.e., membership/discount card, eligibility for historic club registration, can propose motions, vote and be a club official.

Dual membership:

Also gives the spouse or partner of the single member all the rights and benefits, as above.

- Potential dual members who have motorcycle licenses in their own names could apply for separate single membership

Honorary Member:

This membership can be conferred on a person, not a member, to whom the club wishes to show special respect for their contribution to classic motorcycling. This membership class confers no privileges except respect. Any financial member can nominate such a person for decision by the committee.

MISCELLANEOUS:

a) Certificate of thanks:

Can be offered by the club to a person or body not a member of the club for services rendered to the club. Any financial member can nominate a person or body for approval by the committee.

b) Annual General Meeting:

Will be held immediately following the normal monthly meeting in December of each year.

c) Records:

- The Club **secretary** must keep an up to date **membership list** with date of joining and resignation (if applicable), membership status, and contact details. This information will only be used for club purposes.
- The club **Secretary** must keep a '**day book**' as per Department of Roads and Maritime Services requirements in which to record members travel to functions which are not recorded in the minutes. This should be entered before the proposed travel is undertaken.
- The Club **treasurer** must keep a set of **financial records** recording club transactions, financial and physical assets. The treasurer must also assist the Club Public Officer to prepare and present an annual financial statement as required by the Department of Fair Trading.
- The club **treasurer** must keep a **physical assets register** which records the current value of the assets and an up to date location of the assets.
- Any financial member of the Club can request an **inspection of the club records**. These must be made available within 2 weeks of a reasonable request.

d) Club Assets

- Members can **borrow the club assets**. The borrower must check the condition of the asset before taking it and will be responsible for any subsequent repairs/replacements incurred during the private use. Note that club activities will always take precedence over private use.

- A log of this usage must be maintained by the member loaning the item out e.g. use of the Club's trailers.
- e) **Members Social Fund:**
- A levy of an amount decided on by members annually at the December general meeting shall be collected from every member, at the time of payment of Membership fees, and deposited in the Members Social Fund account.
 - All profit from Club raffles and income from any other social activities shall also be deposited in that account.
 - The funds so collected are to be used by members for social and recreational activities or such other purposes that are approved in advance by a general meeting of the Club.
 - A member shall be allowed a discount in their yearly Membership fee of the levy amount they have paid into the Members Social Fund for the same year.

CLUB INSPECTION & AUTHENTICATION OF HISTORIC MOTORCYCLES:

All motorcycles registered as historic through the NRCMCC must comply with the NSW Roads and Maritime Services and NRCMCC rules.

- a) Only current members of the NRCMCC can present their motorcycle for authentication by the Clubs appointed Registration Officer for the purposes of obtaining historic registration.
- b) The NRCMCC will allocate one day, once every four months, for inspection and authentication of historic motorcycles.
- c) There will not be any inspection or authentication of historic motorcycles at the club Christmas party.
- d) Members may choose to not present their motorcycle for inspection at an authentication and inspection day and may opt instead to obtain a pink slip from an authorised inspection centre, but they still are required to present their motorcycle on inspection day for authentication purposes.
- e) Any motorcycle built after 1949 being presented for initial historic registration authentication, must be accompanied by a pink or blue slip from an authorised inspection station.

- f) For members with multiple motorcycles requiring annual authorisation, it is their responsibility to present all of those motorcycles for inspection and/or authentication
- g) The NRCMCC registration officer will complete an NRCMCC registration document for all vehicles examined on authentication and inspection days.
- h) A dated photograph of the inspected motorcycle will be taken on the day and attached to the NRCMCC documentation.
- i) It is the members responsibility to arrange suitable insurance cover for themselves and their motorcycle, and it is a condition of membership of the Club that the member agrees to absolve the NRCMCC of any liability or claim whatsoever that may arise from any personal injury or loss of property.
- j) Any motorcycle involved in any NRCMCC activities on a road or road related area must be either fully road registered or registered on Historic Plates and must be maintained in a roadworthy condition during the activity.
- k) The rider of any motorcycle involved in any NRCMCC activities must be the holder of a current motorcycle rider's license and must abide by the road rules applicable to the State in which the activity is located.
- l) Any non-member of NRCMCC or of any other authorized club who rides a historic registered motorcycle must notify the organizer of the event before participating.
- m) Under the NSW RMS Historic Vehicle Scheme (HVS) members are permitted to use their historic registered vehicle on a road or road related area for;
 - o servicing within a short distance from their usual place of garaging (NOTE: A 'short distance' for this club is a 15 km radius from the owner's place of residence)
 - o The inspection of the vehicle
- n) If a longer journey is necessary, the member must notify the club secretary so they can enter the details in the club's official 'Day book' or in minutes of the meeting prior to the journey.
- o) Members participating in the RMS 60-day log book trial must maintain their own logbook records. It is not the responsibility of the club to do so.

p) Cessation of membership means the historic registration is no longer valid, and the motorcycle also becomes unregistered. The RMS is to be provided with an annual list of non-members

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