

Doubleview Bowling & Recreation Club Inc

Constitution & Rules

1. NAME

The name of The Club shall be Doubleview Bowling & Recreation Club Inc.

2. DEFINITIONS

In reading this Constitution, unless the context or such otherwise indicates or requires:

- (a) "The Club" means the Doubleview Bowling & Recreation Club Inc.
- (b) "The Club Premises" means all land, building and structures thereon of which The Club is the bona fide occupier.
- (c) "The Committee" means the Managing Committee for The Club, duly elected for the time being in accordance with these Rules.
- (d) "Annual Meeting" means an Annual General meeting.
- (e) "Special General Meeting" means a General Meeting as defined above, called in accordance with Rule 9 hereunder, at which only business that has been described in the notice may be transacted.
- (f) "General Meeting" means a General meeting of The Club whether Annual or Special.
- (g) "Financial year" means from the first of May each year, until the following April 30th.
- (h) "Secretary" means the elected Secretary of the club or appointed Club Manager who may act in the role of the Club Secretary under the direction of the Management Committee.
- (i) "The Act" means the Liquor Control Act 1988, its amendments and any other legislation that may come into force to replace or supplement this Act, and shall form part of these Rules.
- (j) "The By-Laws" means the codes of rules made and adopted in accordance with Rule 13.

2. OBJECTS

1. To foster the game of lawn bowls and other recreational activities, and to promote good fellowship amongst Club members. To support the recreational, social, sporting, cultural and community dimensions of that interest. These objects include the provision of facilities for the pursuit of literary, scientific, athletic, and professional and other lawful purpose that provides benefits and enjoyment for the members of the club.
2. The property and income of the club shall be applied solely towards the promotion of the objects of the club and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of those objects.

3. AFFILIATION

The Club shall be affiliated with the Royal Western Australian Bowling Association, herein referred to as the Association, trading as Bowls WA. All members shall recognize and accept the Association's Constitution and By-Laws, and all games of bowls shall be played according to the Bowls Australia Constitution, By-Laws and Laws of the sport of bowls.

4. MEMBERSHIP

The Club shall keep an up to date register of members in respect of Ordinary, Social, Life, Junior, Corporate and Honorary members. This register must be continually available for inspection at the club premises.

4.1 Classes of Membership

- (a) Ordinary
- (b) Life
- (c) Social (Bowling)
- (d) Social (Non-Bowling and Country members)
- (e) Junior
- (f) Honorary
- (g) Temporary
- (h) Reciprocal
- (i) Corporate

4.2 Definitions of Members

- (a) Ordinary Members are persons over the age of 18 years elected to full membership of the Club. They are entitled to all Club privileges and are eligible to hold office, vote, speak at general meetings, play in Club Championships and represent the Club in pennants, except that Ordinary Members who play pennants with another club are not eligible to play in Club Championships
- (b) Life Members are members upon whom Life membership honour has been conferred by an annual general meeting in recognition of outstanding service to the Club over a period of at least 10 years. Life members are not required to pay any membership subscription, except capitation fees, but have all the privileges of Ordinary Members. Not more than two Life Members may be elected in any Club year and at no time shall the numbers of current Life Members exceed 15. Nominations can only be made by Ordinary or Life Members and must be submitted in writing to the Committee for consideration. If supported by not less than 75% of the Committee the nomination shall be presented to the next Annual General Meeting where it must receive not less than 90% of the votes cast to be passed.
- (c) Social (Bowling) Members are members who are entitled to full use of all Club facilities including the greens, but are not eligible to play in any pennant match or Club championship. For the purposes of these rules, any reference to Ordinary Members shall be taken to include Social (Bowling) Members in respect of the following: to vote or speak at general meetings; to hold office; to nominate or second eligible members for office and vote in club elections; to nominate or second prospective members for club membership.

- (d) Social (Non-Bowling) Members are members who are entitled to full use of all Club facilities except the greens but are not eligible to hold office or vote or speak at general meetings.
- (e) Junior Members are persons under the age of 18 years who have been admitted to the Club for the purpose of playing pennants, Club competitions, social bowls and other games that may be arranged for them. They are not eligible to hold office or vote or speak at general meetings and must conform to the provisions of the Liquor Control Act 1988.
- (f) Honorary Members are persons appointed as Honorary Members by the Management Committee for such period in any one year as the Management Committee decides. They are afforded full Club membership privileges without paying any subscription, but are not eligible to play in Club Championships or pennant matches nor to hold office or vote or speak at general meetings.
- (g) Temporary Members are members of other bowling, sporting or recreation clubs who visit the Club for the purpose of competing in organised bowls or other games. On the occasion of their visit they are afforded full Club membership privileges.
- (h) Reciprocal Members are members who are financial Ordinary Members of other bowling clubs. They are entitled to full use of all Club facilities including the greens but are not eligible to play in any pennant match or Club Championship nor hold office or vote or speak at general meetings.
- (i) Corporate Members are persons relating to Organisations, through senior management conducting community or tourism related business at the Club Premises. Patron numbers granted access to corporate membership will be restricted at any one time to a level deemed appropriate by the club or as may be suggested by the liquor licensing authority.

5. APPLICATION FOR MEMBERSHIP

- (a) Except for Honorary, Temporary, Reciprocal and Corporate Members who are covered by Rules 4.2(g), (f), (h) and (i) respectively, each candidate for membership must be proposed and seconded by Ordinary or Life Members using an approved nomination form on which shall be stated the candidate's full given name, address, date of birth and contact details.
- (b) The nomination form shall be handed or sent to the Secretary who shall place it on the Club Notice Board for seven (7) days and then bring it before the next General or Management Committee meeting for acceptance or rejection.
- (c) To be elected, nominated candidates must secure at least 80% of the vote of members voting at the meeting. The Secretary shall keep a record of the members present and voting.
- (d) When an applicant has been elected the Secretary shall post or deliver a letter to that effect to the new member who shall, within one calendar month of the date of the letter, pay the subscription due for that year as outlined in Rules 7 (b) or 7 (c). If the subscription is not paid by the due date election of the new member shall be void.
- (e) If a nomination for membership is rejected the Secretary shall notify the candidate and the members who nominated and seconded the candidate. No new nomination of the same person shall be considered for a period of 12 months.
- (f) Paid employees of the Club are eligible to hold ordinary membership, but are not eligible to be elected to the Management Committee.

6. MEMBER'S RIGHTS

- (a) The rights and privileges of every member shall be personal and shall not be in any manner transferable by their own act or through any other person on their behalf or by operation of law, and on any member ceasing by death (or otherwise) to be a member all their interest shall go to the estate.
- (b) The Committee or approved bar staff may revoke the membership of any honorary, temporary or provisional member at any time without notice.
- (c) Employees – Members who are employees of the club are entitled to all the rights and privileges of membership excluding those rights concerned with the selection, election and holding of office with the club.
- (d) Guests – Ordinary, Social, Corporate and Life Members are entitled to:
 - (i) Guests – any member of the club shall be at liberty to invite guests to the club, but the number of guests shall not exceed the maximum number as contained in Section 48(4)(b) of the Liquor Control Act.
- (e) A member may hold private family and business functions without limit to number of guests, providing that the sale of liquor shall be as required by Section 48(2) of the Liquor Control Act.
- (f) Functions – Ordinary, Social, Corporate and Life Members are entitled to host functions on The Club premises after written application for said function has been considered and approved by the Committee. The Secretary will furnish the applicant with a written copy of Club rules and charges relating to functions, after the application has been approved and any additional conditions and restrictions it shall see fit.
- (g) The Club may seek an Associations Permit to add local Associations as users of the club facility to hold their functions.

7. SUBSCRIPTIONS

Subscriptions for each class of membership may be varied at the discretion of the Management Committee, provided that any increase is not more than 10% per financial year since the last adjustment to subscriptions. Any other subscription fee alteration shall be varied only by notice of motion at an annual meeting or at any special general meeting called for that purpose. Such a motion will require a simple majority to be passed.

7.1 Subscriptions for Ordinary, Junior and Social (Bowling) members

- (a) Members shall be liable to pay Capitation Fees as imposed by the Association. These fees are separate and distinct from Club subscriptions.
- (b) Ordinary, Junior and Social (Bowling) Subscriptions become due on the 1st May each year and may be paid in two moieties; the first by 31st May and the second by 30th July.
- (c) New Ordinary, Junior and Social (Bowling) Members subscriptions must be paid within two weeks of election. New members elected after 31st October shall pay one-half of the current year's subscription plus full capitation fee if applicable and those elected after 31st January shall pay one quarter of the current year's subscription plus full capitation fee if applicable. This concession does not apply to persons who were Club members during the previous year and had resigned.
- (d) A member whose subscription has not been paid in full by the 31st July shall be debarred from all Club privileges until the full subscription has been paid unless a

satisfactory explanation is received by the Committee which shall have power to reduce or defer payment of the subscription, but not the capitation fee.

- (e) The Management Committee on being satisfied that a member through illness, age, financial difficulty, unemployment or other distressful circumstances, is unable to pay the prescribed subscription or levy, if any, may grant such relief as the circumstances fairly warrant, but the minimum payment may not be less than one third of the subscription or levy as the case may be.
- (f) Any member intending to resign from the Club shall submit his/her resignation in writing to the Secretary by 31st July or he/she will be liable for the full year's subscription.

7.2 Subscriptions for Social members

- (a) Social Members subscription period shall be twelve (12) months from the date of joining and shall be renewed annually on or before this date. Membership will lapse immediately after this date should subscriptions not be renewed.

8. LEVIES

8.1 Club Levies

A General Meeting shall have power to impose a levy on members for any purpose deemed necessary and such levy shall be in addition to the annual subscription for that year and shall be paid within 30 days of the meeting.

8.2 Association Levies

Members shall pay such applicable levies as may be imposed from time to time by the Royal Western Australian Bowling Association trading as Bowls W.A.

9 GENERAL MEETINGS

9.1 Annual General Meeting

- a) The Club Annual General Meeting of all members shall be held every calendar year within four months of the closing of the financial year and require a quorum of twenty five (25) persons present, made up of financial Ordinary Members and Life Members.
- b) Notice of Annual General Meeting and agenda items including special notices shall be posted on the club notice board for 14 days before the date of the meeting.
- c) In the case of insufficient members to form a quorum being present after 30 minutes following the advertised start time for an Annual General Meeting, said meeting will be automatically adjourned to re-convene at the same time seven days later and shall proceed with or without a quorum.
- d) The order of business shall be:
 - Notice of Meeting
 - Minutes of last Annual General Meeting.
 - President's Report.
 - Statement of Accounts duly audited.
 - Election of Management Committee.
 - Election of club Auditor.
 - Special Business of which Notice of Motion has been given.
 - Any other business in accordance with the Rules.

9.2 Special General Meeting

- (a) The Management Committee may, at any time call a Special General Meeting by giving notice on The Club notice board 14 days before the meeting.
- (b) A Special General Meeting shall also be called by the Management Committee on a requisition signed by no less than fifteen members stating in detail the purpose of the meeting. Notice of the meeting and a copy of the requisition shall be posted in the building for at least seven days before the date of the said meeting.
- (c) Only business, of which notice shall have been given as above, or in accordance with these rules, shall be transacted at a Special General Meeting. Twenty shall form a quorum. In the case of insufficient members to form a quorum being present after 30 minutes following the advertised start time the meeting shall lapse.
- (d) In the case of insufficient members to form a quorum being present after 30 minutes following the advertised start time for a Special General Meeting, said meeting will be automatically adjourned to re-convene at the same time seven days later and shall proceed with or without a quorum. Except in the case of a Member requisitioned meeting under Rule 9.2 (b) in which case the meeting shall lapse permanently.

9.3 Procedures of General Meetings

- (a) The Chairperson of any General Meeting shall be the Club President or Vice President in their absence, if both are not available a person nominated and elected by the members present.
- (b) The Chairperson shall have casting vote only and shall decide all questions of order unless otherwise provided by these rules.
- (c) All Notices of Motion for consideration at the Annual General Meeting must be handed to the Secretary in writing no less than 14 days prior to the date set for said meeting and posted on the club notice board.

10. ELECTION OF OFFICE BEARERS

- (a) The management of the club shall be vested in a Management Committee consisting of six committee persons elected for a two year term with half of committee being elected each year.
- (b) There must be at least one (1) female and at least one (1) male member of the Management Committee.
- (c) The annual election of officers shall be by ballot at each Annual General Meeting in the presence of the returning officer and two scrutineers elected by the members present at such meeting. Members unable to attend the meeting may lodge a vote on the club approved ballot paper with the secretary at least 2 days prior to the meeting, having also recorded and signed an apology for the meeting on an outer sealed envelope that contains the sealed ballot paper. This approved ballot paper must be distributed directly to the member. All other votes shall be cast at the Annual General Meeting.
- (d) Nominations for individual positions on Management Committee must be in writing signed by the proposer and nominee and must be in the hands of the Secretary not less than seven days before the Annual General Meeting. The nominations shall be exhibited on the notice board at least seven (7) days prior to the said meeting.

- (e) In case no more than the required number of officers shall be nominated, those so nominated shall be declared elected.
- (f) If there shall be insufficient nominations to fill the whole of the vacancies of the list of officers, those nominated shall be declared elected and shall have power to fill the vacancies and any casual vacancies that may occur.

11. THE MANAGEMENT COMMITTEE & TERMS

- (a) The Executive positions on the Management committee shall be President and Vice President and any other as determined by the full committee, and shall be appointed at the first meeting of the elected management committee. The Manager of The Club may attend all Committee meetings to give their report and then leave at the discretion of the Committee.
- (b) The quorum at all Committee meetings shall be Four (4) members.
- (c) Committee meetings shall be held monthly. Special meetings may be called by the President or on the request of three members of the Committee.
- (d) If, without satisfactory explanation, any Committee person shall absent himself from three consecutive Committee meetings, his/her office shall be terminated forthwith unless the disqualification shall be dispensed with on a resolution of the Committee.
- (e) No member of the Committee shall be held to have resigned his/her seat until his/her resignation, in writing, has been accepted by the Committee.
- (f) Any vacancy occurring in the Committee may be filled at a meeting of the Committee when a member may be elected to fill such a vacancy until the next election provided the member elected at such Committee meeting shall hold office in the place of, and upon the same terms and conditions as their predecessor, had the latter continued in the office.
- (g) The President shall preside at all meetings of the Committee of The Club and, in his/her absence the Vice President. Should neither be present, the meeting shall elect a Chairperson. All resolutions of the Committee shall be decided by a majority vote of all those present. In the case of equality of votes, the proposal before the Committee shall be decided in the negative. The President or, in his/her absence, the acting President shall be authorised to speak on behalf of The Club.
- (h) Voting outside of meetings will only be allowed for the election of office bearers as detailed in 10 (c).

12. POWERS & RESPONSIBILITIES OF THE COMMITTEE

The business of The Club shall be managed by the Committee, who may exercise all powers of the club except those required to be exercised by The Club at a General Meeting.

Without prejudice to the powers conferred by the last preceding rule, the Committee shall, subject to the by-laws, have power to do the following things:

- (a) To purchase or otherwise acquire any books, newsletters or periodicals and dispose of them as it may see fit.
- (b) To determine from time to time the conditions on which and time when, members may use the property of The Club or any part or parts thereof, and when and under what conditions the premises of The Club or any part or parts thereof, shall be used by members.

- (c) To determine what person (if any) not being members of The Club shall be permitted to use the premises of The Club or any part or parts thereof and during what time and under what conditions and when and at what times and places and under what conditions such persons shall be supplied with refreshments and accommodation.
- (d) To appoint any other officials or servants of The Club and to remove them as occasions may require at their discretion and to define their respective duties. Persons appointed to a paid position, as Club Manager, shall be engaged under a contract, award or classification of work in the Registered and Licensed Clubs Award (2010).
- (e) To delegate (subject to such conditions as it thinks fit) any of its powers to sub committees consisting of such members of the Committee and other members of The Club co-opted for the purpose as it may determine and to make such regulations as to the proceedings of such sub committees as may be thought desirable.
- (f) To regulate and control their own meeting and the transaction of business.
- (g) To pay any servant of The Club any gratuity for faithful and diligent service as deemed fit.
- (h) In accordance with the rules, to suspend, or expel any member.
- (i) To enter into or accept any lease or tenancy of the premises where on The Club shall conduct its affairs or of any furniture, goods and effects, which may be required for the use of The Club on such terms and on such conditions as The Club, may deem expedient.
- (j) To take and defend all legal proceedings by or on behalf of the club and to appoint all necessary Attorneys for any such purpose.
- (k) To borrow, raise or secure the payment of money, and to sell and dispose of the assets of The Club.
- (l) To do and perform any other act, matters and things in connection with or relative to the management of The Club as shall not by these rules require to be done by The Club in General Meetings.
- (m) To appoint such number of delegates to sporting bodies and associations with which The Club may from time to time be affiliated as may be required by the rules thereof and such delegates shall hold office in accordance with the rules of such sporting bodies and associations respectively.
- (n) A member of the Committee who has any direct or indirect pecuniary interest in any matter under contemplation by the Committee, shall, as soon as he/she becomes aware of his/her interest, disclose the nature and extent of such interest to the Committee and shall not take part in any deliberations or decision of the Committee with respect to that matter.

13. RULES AND BY- LAWS

- (a) All members shall be bound by the Rules and the By-Laws of the Club.
- (b) No Rule shall be amended or repealed nor shall any new Rule be made except by the vote of not less than three fourths of the members present at a General Meeting.
- (c) Within 28 days after making amendment to the Rules the Secretary shall send or deliver to the relevant government authorities and the Royal Western Australian Bowling Association (Inc.) each a certified copy of the amendment. No effect will

- be given to any amendment without prior approval of the relevant government authorities.
- (d) The Management Committee shall have power to frame By-Laws consistent with these Rules. Such By-Laws shall be binding on the members of the Club until repealed or amended by the Management Committee. Copies of all By-Laws of the Management Committee shall be posted in the Clubhouse.
 - (e) The Management Committee shall decide upon questions as to interpretation of the Rules.

14. GENERAL PROVISION

- (a) No member shall be entitled to take any legal action against The Club (other than a claim for goods sold and delivered and services rendered) and must conform to the decisions of the Committee and in the case of an appeal, to the decision of the General meeting to which he/she may appeal.
- (b) These rules shall be the rules of The Club and shall be binding on members.
- (c) Correct accounts and books shall be kept showing the financial affairs of The Club and the particulars usually shown in books of accounts of a like nature.
- (d) The clubhouse and other club facilities is to be provided and maintained from the joint funds of The Club and no person shall be entitled under these rules to derive any benefit or advantage from The Club which is not shared equally by every member thereof.

15. SECRETARY / TREASURER or CLUB MANAGER

- (a) He or she shall hold office during the pleasure of the Committee at such remuneration and conditions as the Committee may think proper.
- (b) It shall be the duty of the Secretary / Treasurer or Club Manager to conduct the affairs of The Club under the directions of the Committee, and to keep the books provided for that purpose correct, to keep a book of accounts showing the financial affairs of The Club and the particulars usually shown in books of accounts of a like nature, also full and accurate minutes of the proceedings of all meetings of members as well as meetings of the Committee which shall be produced to the Committee at every meeting thereof.
- (c) The Secretary / Treasurer or Club Manager shall enter in a book provided for that purpose, the name in full and the addresses of all members of The Club for the time being and the date of the last payment be each member of his/her subscription and in another book shall be entered the names in full and the addresses of all Honorary members, the date of their election and the period of their membership.
- (d) All payments shall be made by on the authority of the Committee to be signed by a member, or members thereof appointed by the Committee from time to time for that purpose and counter signed by the Secretary / Treasurer or Club Manager.
- (e) Every notice directed to be exhibited in The Club premises shall be exhibited on The Clubs notice board.

16. SUB-COMMITTEES

The Management Committee may delegate any of its powers to Sub-Committees consisting of such Ordinary Members as it thinks fit, provided that no act of any Sub-Committee shall be binding on the Committee or Club until ratified by the Committee. Such Sub-Committees must report to and be responsible to the Committee.

Sub-Committees may include but are not limited to the following;

- (a) Greens Committee
- (b) House Committee
- (c) Bar Committee
- (d) Social Committee
- (e) Finance & Sponsorship Committee
- (f) Men's Match Committee
- (g) Men's Selection Committee
- (h) Women's Match Committee
- (i) Women's Selection Committee

All Sub-Committee responsibilities, terms of office and election procedures are detailed in the Club By-Laws.

17. AUDITORS

There shall be an Auditor who is not a member of the Committee, who shall be elected at the Annual General Meeting. Such Auditor shall audit the accounts and have power at any time to call for all books, papers, accounts, etc. relating to the affairs of The Club. The Auditor shall be entitled to receive such remuneration as the Committee may from time to time determine. The Auditor need not necessarily be a member of The Club.

If any casual vacancy occurs in the office of any Auditor appointed by The Club, the Committee should fill the appointment until the next Annual General Meeting.

18. ALTERATION AND REPEAL OF RULES

- (a) No repeals of any existing rules and no new rules or alteration, amendments or suspensions of a rule shall be valid unless a motion therefore is carried by a three quarters majority of members present and voting at a General or Special General Meeting.
- (b) Notices of motions to repeal, alter or suspend any rule shall be given to the Secretary at least 21 days preceding the Annual or Special General Meeting at which the motion shall be presented. The Secretary shall exhibit the proposal on The Club notice board at least fourteen days prior to such meeting.
- (c) Within one month after the making of any amendment or addition to the rules of The Club, passed by special resolution, the Management Committee shall send or deliver a certified copy of the amendment or alteration to the Consumer Protection Division of The Department of Commerce. No effect will be given to the amendments without the approval of this Department. In addition, all amendments passed as a special resolution must be noticed to the Director of Liquor Licensing.

19. SUSPENSION OR EXPULSION OF MEMBERS

The Committee shall have the power to reprimand, fine, suspend or expel any member of the Club.

The President, Committee or Approved Manager in receiving a complaint from the Approved Manager or Approved Bar Staff, of a member's behaviour which is considered a serious breach of the Liquor Act or acceptable member behaviour or where police involvement is required, may suspend a member for a period of time until disciplinary action under clauses 19(c) & 19(d) can be taken.

The Committee is required to exempt any member of that Committee from hearing a charge in which he/she has an interest.

The Committee shall apply the power to reprimand, fine, suspend or expel any member of the Club who:

- (a) Fail in the observance or commit any breach of any rule of The Club, or any by-law of The Club or of any order or direction of the Management Committee or of any General Meeting.
- (b) In the sole judgement of the Management Committee have been guilty in or out of The Club's premises of any act, conducted matter or thing calculated to bring discredit on The Club or its members, or to impair or affect the enjoyment of The Club by other members.
- (c) Any member charged with misconduct as above shall be furnished with a written copy of the charge and summoned before the Management Committee, who shall after hearing the accuser and accused and taking such evidence as they may consider proper, if they find the charge proved, inflict a penalty of suspension from all or any of the privileges of membership. If the Management Committee consider that on a charge of gross misconduct, suspension as above is insufficient, they may call on the member to resign, and if he/she neglects to resign within 10 days they may declare him/her to be expelled, but in any case the accused shall have the right of appeal to a Special General Meeting called for the purpose, whose decision shall be final as decided by the majority of the members present.
- (d) Any expelled member of The Club who may be aggrieved by his/her expulsion by the Committee is required to lodge with his/her appeal the sum of \$50 with the secretary to defray the cost of a Special General Meeting.

20. SUPPLY OF LIQUOR – Liquor Act to be observed

The club shall appoint and maintain an Approved Manager for the purposes of observing liquor licensing requirements and regulations.

The club shall be open for sale of liquor during such hours as The Committee shall from time to time determine and as permitted under the Liquor Control Act.

21. COMMON SEAL

The club shall have a common seal, which shall be kept in the custody of the Secretary and shall not be affixed to any document except by the authority of The

Committee and in the presence of one member of the committee. Any document to which the seal is affixed shall be countersigned by the Secretary or an officer appointed by the management committee for that purpose.

22. DISSOLUTION OF THE CLUB

If upon winding up or dissolution of the club there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members but shall be given or transferred:

- (a) To another club incorporated under the Associations Incorporations Act (1981); or
- (b) For charitable purposes;
- (c) Other funding authorities as may be permitted by the Associations Incorporations Act (1981)

This incorporated club or purposes, as the case requires shall be determined by the resolution of the members when authorising and directing the Committee under section 33(3) of The Act to prepare a distribution plan of the surplus property of the club.

23. EXEMPTION FROM LIABILITY

The President, Deputy President and other members of the Committee, Auditor and any Sub-Committee members shall from time to time, and at all times be saved harmless and kept indemnified from all costs, charges, losses, damages and expenses which such person or persons, or any of them sustain, incur or be put to, in or about the execution and discharge of their respective trusts and offices, or in or about any action, suit or proceedings at law, or in equity plaintiffs or dependents, provided that such person or persons shall have acted by directions of the Committee for the time being, provided always that the amount of such costs, charges, damages and expenses for which indemnity is intended to be hereby provided, shall immediately it shall have been sustained or incurred, be paid from the funds of the Club, and that none of the other officers of the Club shall be answerable, or accountable for the others or any of them or any other person, or person whosoever, but for their own acts, deeds and defaults alone.