



Hazelbrook Bowling & Sporting Club Co-operative Ltd

ABN: 47 002 722 958

Director Code of Conduct

As a director of the Hazelbrook Bowling and Sporting Club Co-Operative Limited, you will be required to guide and direct the employed staff, ensuring that they are always treated respectfully and within the laws of the Clubs NSW Act and those of employment.

There will be times when you need to assist with running the operations and must adhere to the constitution of the club. Never answer a question that you don't know the answer to, with a guess.

The following is expected of all directors;

- Treat all members and guests respectfully,
- Treat all enquiries with consideration and be sympathetic of member and staff requests and suggestions,
- Act professionally within the club at all times,
- Mentor and guide the staff,
- Direct the staff without over working them or doing their job,
- Demonstrate restraint in capital works spending,
- Share the director's responsibilities, which include, conducting members draws, raffles, working bees, general maintenance, reports, mentoring staff, attending board meetings, take turns in driving the courtesy bus,
- Be able to work individually unsupervised and as a team,
- Consider all members when making decisions,
- Action and follow up items allocated to you,
- Attend and support events at your club,
- Be able to justify your spending of club monies,

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- Consider the clubs future in decision making,

While there are and will be additional items that come up as a director, these form a sound base for having a professionally run club.

Enjoy your time as a director, it is rewarding.

Written by the board of directors on the 9th day of August 2023.