

**RULES GOVERNING USE OF THE
MANHATTAN BEACH BADMINTON CLUB AND GROUNDS**

As currently adopted by the MBBC Board of Directors
Amended 1-7-2020

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GOVERNING PRINCIPLES

The Manhattan Beach Badminton Club (“MBBC”) Facilities are for the exclusive use of MBBC members as prescribed in the Club By-Laws. Rights of use of the Facilities for each class of member are established in and governed by the MBBC By-Laws.

The Board of MBBC (“Board”) is responsible for establishing these Rules Governing the Use of the Manhattan Beach Badminton Club and Grounds. Any waiver of rules must be approved in writing or documented in the minutes of the Board.

It is the responsibility of each member to know, abide by, and help enforce these Rules.

I CLUB FACILITIES, HOURS AND GENERAL RULES

1. The Club facilities including the badminton courts, lobby, lounge, playground, pool area, BBQ area and parking lot are for the exclusive use of MBBC members and their invited guests.

MBBC Rules - July 2019

- a. Club hours are 6am to Midnight, 365 days a year. The Club doors are to be closed and locked at 12:00 midnight. Pool hours are 6am to 10pm, 365 days a year.
2. All persons in the Facility and on the grounds must identify themselves if asked. Any person not identifying themselves will be asked to leave immediately and the incident reported to the Board. Members or inviting Members will be subject to discipline by the Board.
3. All persons in the Facility and on the Grounds must respond and act respectfully if questioned by a Member about adherence to these Rules or the By-Laws. In event of disrespect, such person may be asked to leave the facility and the incident reported to the Board. Members or inviting Members will be subject to discipline by the Board.
4. Dogs and other pets of members and guests are not permitted on the premises. (Seeing eye dogs allowed.)
5. Smoking is not permitted inside or outside of the Club premises, including the parking lot.
6. Use of the parking lot is reserved for members only. All guests must park west of the parking lot driveway. Overnight parking or temporary storage of vehicles or trailers is not allowed unless approved by the Board.
7. Members are responsible for security. Doors must not be propped open at any time. The last member leaving the premises is responsible for turning out the lights and locking the building and gates.
8. Keeping the Club clean and orderly is the responsibility of each member. Rearrange the furniture back to where it was, clean up dishes and kitchen after use including BBQ kitchen, pool and other areas.

II USE OF CLUB

1. The Facilities, including the badminton courts, lobby, lounge, playground, pool area, BBQ area and parking lot are for the exclusive use of MBBC members. Junior Members under the age of 18 must be accompanied and supervised by an adult member to use the Facility.
 - a. Junior Playing Members and Temporary Guest Members have use of the Facilities as described in the By-Laws.
2. A current executed Waiver of Liability must be on file for Members (over 18 years of age) in any member class as a condition of using the Club.
 - a. Members who do not sign such waiver will have their membership suspended or revoked at the discretion of the Board.

- b. Use of the Facilities by members implies acceptance of the terms of the Waiver of Liability and the posted signs regarding risks and liability for themselves, their families and their guests.
3. ~~Junior Members Are~~ Children of Provisional, Regular, Intermediate Associate and Associate Members.
 - a. ~~The Club is available to Junior Members only when~~ **Children of members must be** accompanied by an adult member. All children under 18 must be supervised at all times by an adult member in all areas of the Club facilities, including the pool area, lounge and badminton courts.
 - b. Special provisions apply to ~~Junior~~ **Children of** Members between the ages of 18 and 21 years as specified In the Bylaws.
 - c. Any ~~Junior~~ **Children of** Members using the facility in violation of these rules shall have their right to use the Club facilities revoked and their parents' membership may be subject to disciplinary action.
4. MBBC members shall be responsible to enforce all the rules and regulations of the Club including, but not limited to, preventing children running around the pool or using the courts without proper attire. Members whose children violate these rules will be subject to disciplinary action.
5. MBBC is not a staffed club and members are responsible for putting the Facilities in presentable condition after their use.

III GUESTS OF MEMBERS

1. The privilege of entertaining guests at the Facility is limited to Adult Members of the Club as prescribed in the By Laws. Any waiver of Guest rules must be approved in writing or documented in the minutes of the Board.
 - a. Guests may be invited by the following classes of members: Regular Members, Provisional Members, Legacy Members, Intermediate Associate Members, Associate Members and Honorary Members. Playing members may invite guests to the Badminton Court. *(Special provisions apply to Junior Members 18-21 years of age, see Bylaws.)*
 - b. Each member may invite up to 3 **adult** guests **and up to 3 children guests** ~~with a maximum of six guests~~ to use the MBBC facilities **at a time** unless for approved party usage.
 - c. Members using the Badminton Courts may invite up to 3 guests **at a time**.
 - d. Guests may be on the Facility only if the inviting adult member is present. The inviting member must be 21 years of age or older. *(Special provisions apply to ~~Junior~~ Children of Members 18-21 years of age, see Bylaws.)*

- e. All adult guests 18 years and older using the pool area must sign the Waiver of Liability form and guests younger than 18 years of age must be signed in by the inviting adult member upon arrival and prior to use. The waiver of liability and sign-in form is located near the spa (see “Pool” section for details.)
 - f. All adult guests 18 years and older playing badminton sign the Waiver of Liability form and guests younger than 18 years of age must be signed in by the inviting adult member upon arrival and prior to play. The waiver of liability and sign-in form is located at the entrance to the courts (see “Badminton” section for details.)
2. Members will be charged a fee for their guests of:
 - a. \$5.00 per pool guest
 - b. \$10.00 per court guest fee at all times.
 3. The Member is completely responsible for the conduct of their guests and must insure that they understand and follow these rules.
 4. It is the Policy of the Club that adult members have priority over ~~Junior Members~~ and **Children and** Guests.

IV SWIMMING POOL AREA RULES

The MBBC pool and spa are facilities regulated by the County of Los Angeles, Department of Public Health. The MBBC rules arise from these regulations. It is important that each Member adhere to these rules to avoid citation by the Department. Use of the pool and spa has inherent risks. It is the responsibility of each member to insure pool and spa safety. All children under eighteen must be accompanied and supervised by a responsible adult member when using the swimming pool.

1. Pool hours are 6 AM to 10 PM.
2. By reference, all the rules posted in the Pool and Spa area are included as part of these rules. Members must be familiar with the posted rules.
3. All swimmers must rinse completely before entering the pool and spa (California State Health Code.)
4. Non-swimmers must stay in the shallow areas. Children who cannot swim must be accompanied in the water and supervised by an adult at all times within arm’s reach. Children using flotation devices must be accompanied in the water and supervised by an adult at all times. Children under 8 in the pool must be supervised by an adult within arm’s reach at all times.

5. All ~~foreign~~ Foreign objects are not allowed in the pool or spa including: Toys, ~~needles, inflatable devices~~, boogie boards, large inflatables, swim fins, ~~squirt guns~~, chairs, food, drinks, chewing gum, candy, glass or metal objects. All beverages must be in plastic containers around pool.
 - a. Exceptions are: swim goggles, flotation devices that are worn for beginner swimmers, and kickboards for swim classes.
 - a.b. Other exceptions can include small water toys. If a member asks you or your children to remove a toy because you are disturbing them, you most immediately remove it from the pool.
6. Any conduct that jeopardizes the safety and comfort of others is not permitted. This includes the following behavior: running on deck, rushing, dunking, horseplay, cannonballs, excessive splashing, throwing of any objects, jumping backwards, doing flips from the side of the pool or diving into the pool that creates a danger to other swimmers and themselves.
7. Access to the dressing rooms is through the pool level double doors only. Swimmers are not allowed to enter the lobby, lounge and courts in wet bathing suits.
8. Be respectful of the neighbors by keeping noise to a minimum. No shouting or playing loud music. If a member complains about excessive noise then the offending party must vacate the pool.
9. Children not toilet trained or under the age of three must wear plastic pants or swim diapers. No disposable diapers allowed. In the event of an incident causing the pool to be closed, the offending member or inviting member shall be liable for all clean-up costs. (The cleaning of the incident and health code requirements means that the pool be closed for 72 hours if feces are found in the pool).
10. Adult members have preference over children for use of the pool at any time. Ringing of bell will be the signal for children to vacate pool.

Additional Rules Governing Spa (Jacuzzi)

Use of the Spa may pose a health risk to some individuals

11. Please shower completely before entering the Spa (California State Health Code.) to reduce the likelihood of contaminating spa water and minimizing health risks to others.
12. For adults, consult a physician prior to using the Spa if you have a history of high blood pressure, Heart trouble, diabetes or for any other health reason. Prolonged use beyond ten minutes may be hazardous to your health. Women who are pregnant should consult their physician before using a Spa.
13. Prolonged use beyond ten minutes can result in fever, nausea, vomiting and other side effects caused by exposure to hot water.

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14. No more than eight people are allowed in Spa at any one time.
15. Spa Use by Children

- a. Children under 5 are NOT permitted in the Spa at any time. This includes sitting on the steps or dangling feet into the water.
- b. Children between the ages of 5 and 18 must be closely supervised by an adult member at all times.
- c. Adult Members have priority for Spa use at all times.

V BADMINTON COURT RULES

1. Badminton play will be governed by the United States Badminton Association, otherwise known as USA Badminton.
2. All members and their guests must wear proper attire when using the courts. Proper attire includes shirts, shorts and tennis shoes. Playing shirtless, wearing bathing suits, cut-offs, in bare feet or flip-flops is prohibited. No hard soled shoes or black soled shoes may be worn on the courts.
3. No food or drinks allowed on courts except water. A drinking fountain is available for use.
4. All playing guests must sign the waiver of liability form prior to playing. Guests must be invited by an accompanying member and must leave when the member leaves.
5. No drop-ins are allowed.
6. Each member shall be limited to three playing guests at any one time. Playing guests are allowed to play only twice per month. Spectator guests are welcome and the inviting member is responsible for their conduct.
7. Players waiting for a court when a number of players wish to play must await their proper turn. Two games may be played before vacating the courts.

VI PARTIES

Use of the lounge, pool, playground and BBQ areas are for the exclusive enjoyment of MBBC members. Members may reserve the facility for private parties or get-togethers with guests for a purpose other than visiting the Club or playing badminton. Below are the terms and conditions:

1. All reservations must be made with the Entertainment Chair and are subject to the rules and conditions described below. Requests must be in writing, with reasonable notice (a minimum ten days), filling in the "party Request" form in it's entirety. ~~giving details as to date, number in party and purpose.~~ The requesting member is the Sponsor unless indicated otherwise.

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- a. Contact the Entertainment Chair in case of uncertainty about what is considered a Party.
 - b. The Board reserves the right to approve at their sole discretion any party or event based upon the submitted criteria.
2. Size of party: Any parties of less than 10 people will be managed by the Entertainment Chair for scheduling conflicts. Private parties from 10-20 people require approval of the Entertainment Chair.
- ~~2.~~ For Private parties over 20 people, a \$250 cleaning deposit is mandatory, and Board Approval is necessary. require approval of the Board. Upon the next Board meeting after your party, your \$250 deposit will be returned based on Board review and vote whether you violated any rules, damaged any property or cleaning was necessary.-
- 3.
- ~~3.4.~~ No more than 3 guests allowed per adult member at private parties. For children's parties, no more then 6 children/adult guests per adult member (exceptions can be made by the board). One third of the invitation list for private parties must be members. On Junior parties, at least one sixth must be adult members, one sixth junior member's children.
5. Access to Facilities: Members engaging in normal activities have priority at all times. Private parties must insure regular members access to the pool, spa and BBQ areas.
6. For private parties over 20, the lounge or sports court area can be closed to other members, upon board approval.
- ~~4.~~
- ~~5.7.~~ There will be no private parties in the Pool / BBQ areas on Fridays, weekends or holidays Memorial Day weekend through Labor Day weekend of each year.
- ~~6.8.~~ Due to high demand graduation parties are not allowed.
- 7.9. The Sponsor shall be responsible and accountable for the following:
- a. Sponsors need to verify with the Entertainment Chair the status of their reservation. If approved, the party reservation will be recorded on the MBBC calendar.
 - b. Guest Release and Waiver of Liability: All guests must sign a release and waiver of liability. The Entertainment Chair must receive the signed releases after the party has been approved but at least 24 hours prior to the date of the party or arrival at the Club. Failure to provide such releases will result in restrictions on future reservations.
 - c. The member sponsor is responsible in keeping members and guests within the area where is party is requested and approved. Any member or guest found in an area other than where the party is held will be asked to leave. This can result in the member sponsor having future party requests denied

by the Board.

- d. The member sponsor will be held responsible for cleaning the facilities as well as assume financial liability for any breakage or loss incurred by anyone in their group including family or invited guests.
- e. Guest Fees for pool (\$5 per attendee) will be paid in advance by check or cash and delivered along with the Waivers to the Entertainment Chair. ~~charged to the Sponsor's account unless specifically waived by the Board.~~
- f. Use of a lifeguard: One or more certified lifeguards may be required for pool parties that include children under the age of 18 unless specifically_

waived by the Entertainment Chair or Board. The lifeguard's name and type of certification must be provided to the Entertainment Chair at the time of the party request. Decisions to waive the lifeguard may be based on factors such as age of guests, number of participants, time of day and nature of the party.

~~8-10.~~ Any Sponsor misrepresenting the purpose of a party or having an unauthorized private party will be subject to fines, suspension or expulsion from the Club.

~~9-11.~~ Any Member having an unauthorized private party will be subject to fines, suspension or expulsion from the Club.

VII SEMI-ANNUAL MEETING RULES

MBBC has two (2) General Meetings per fiscal year. The following rules define how topics will be selected and discussed at the meetings:

1. The board will determine the Miscellaneous Business topics to be discussed (per the by-laws) and time allocated to each
2. Any member may submit and sponsor a written topic proposal. The proposal must be submitted at least 60 days prior to the meeting, and include the following: a summary, the full text with background, objectives, pros and cons, financial impact, how the proposal will be accomplished, and any possible alternatives.
3. The Board will post all topic proposals 30 days prior to the meeting, and invite comments. For major proposals, the sponsor should schedule pre-meetings for discussion, input, and direction.
4. All agenda items will be decided by the Board prior to the meeting. Meeting packets, including the meeting agenda and any topic materials, will be distributed via email to the members at least two weeks prior to the meeting (unless items come up which the Board deems require emergency action)
5. It is the responsibility of all members to be prepared for the meeting. It is assumed that everyone has read all topic materials distributed prior to the meeting.
6. Matters not included in the agenda packet may be discussed, but only after all topics on the agenda have been presented, discussed, and/or voted on, and then only if a majority of the members present approves.

VIII OTHER RULES, MEMBER SANCTIONS AND DISCIPLINE

1. Access Keys: Each member is issued an access control key ("key") for their own personal use. This key has a special marker identifying each individual member's use and is non-transferable.

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- a. Members must report lost keys immediately to the vice president. The lost key will be deactivated and a new key issued. A \$25 lost key fee will be billed to the member's account.
 - b. A member will be held responsible by the Board for anyone other than the member using their access control key.
2. Member comments to the Board:
- a. Members are encouraged to come to the beginning of the MBBC Board meetings which are held the first Tuesday of each month in the Club Lounge to comment on these rules.
 - b. In lieu of attending the Board meeting, Members are welcome to contact the Board by email or phone.
3. The MBBC Board of Directors may act to sanction or discipline a Member or any other person who has been on the premises for violations of these rules.
- a. The Board may require the member to appear in person before finalizing such sanction or discipline. This action by the Board is not a prerequisite to sanction or discipline.
 - b. The Board may fine Members for the violations in the specified amounts in the next section. The Board reserves the right to fine more or less than that specified.
 - c. The Board may suspend or expel a member for violation of rules.
 - d. Members are subject to sanctions and fines if violations occur. The Board at its discretion may issue a warning, impose a sanction or fine for any violation brought to its attention.
4. **FINES:** The following guidelines for fines will be used by the Board in its actions for violations of these rules: Fines are in addition to any costs incurred by the Club that will be the responsibility of the member.
- a. \$100 fine for the first violation of any Rule or By-law. By way of example only, this can include but not be limited to unsupervised children in the lounge, pool or badminton court; failure to have a guest sign in at either the pool or court sign in desk; and failure to clean the facility after use. \$25 fine for minor violations such as a child under 5 ~~10~~ in the spa, foreign objects in the pool, unsupervised children in the lounge, improper attire or footwear on Badminton Courts.
 - b. \$250 fine for the second violation of any Rule or By-law.
 - c. \$500 fine for the third violation of any Rule or By-law and/or at the discretion of the Board, the member may have its membership suspended or revoked.