



ALBERT PARK YACHTING & ANGLING CLUB INC.

MEMBERS HANDBOOK

June 2026



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1. INTRODUCTION

The Albert Park Yachting and Angling Club (APYAC or the Club) was formed in 1909. With the advent of motorised boats, the days of sails have long passed; however, our name reflects the traditions we are here to preserve.

Three generations of Members have represented some families, and the atmosphere of the Club comes from the traditions established by our angling forebears. The angling and boating side of our Club, particularly the clinker fishing boats, some nearly a hundred years old, appeals to many Members contributing to the Club's uniqueness.

This booklet for new Members introduces some of the traditions, rules and activities of APYAC. Please use it to take full advantage of Club facilities and our angling, boating, and social programs. Your participation in our regular social events and volunteer opportunities is encouraged. They are invariably a great success and are a key feature of the fellowship to be found at APYAC.

Please note that the handbook contents are only a guide and do not replace the Rules of the Club. Copies of the Rules are available on the Club website or [Click here for Club Rules](#)

2. CLUB MEETINGS

2.1 MONTHLY MEETINGS

A General Meeting is held on the first Wednesday of every month except January and October. Meetings start at 7 p.m. and the bar is also open from 6 p.m.

Members of all categories and their families or guests are welcome to attend, though only Members may vote. Supper and camaraderie at the bar follow the meetings.

At most meetings there is an address by a visiting speaker – usually on matters pertaining to fishing or boating. These speakers are usually the main feature of our meetings and render our monthly get-togethers something to look forward to.

2.2 COMMITTEE MEETINGS

Committee Meetings are held monthly, where issues relating to the Club operation are raised. Members are welcome to raise with a Committee Member any matter they wish put to the meeting.

2.3 ANNUAL GENERAL MEETINGS

Annual General Meetings are held in October. Election for Committee Members begins at 6.30 p.m. and closes at 8.00 p.m. The Annual General Meeting commences at 8.00 p.m. Any Club Member wishing to join the Committee is strongly advised to contact the Committee prior to their expression of interest.

3. MEMBERSHIP SUBSCRIPTIONS

Annual subscriptions for all categories of Members are set at each Annual General Meeting and are payable on or before 30 September each year. Failure by a Member to pay the annual subscription by the due date will result in his/her membership lapsing.

The annual subscription for Country Members is approximately 40% of the annual subscription for Full Members. Country Members need to be able to demonstrate that they genuinely reside more than 70km from the CBD. A Driver's License may be used for this purpose.

The annual subscription for Junior Members is approximately 15% of the annual subscription for Full Members.



4. HOUSE CREDIT

To encourage active participation in the Club, a House Credit is invoiced with member subscriptions. The credit is a yearly prepayment, which can be used for the payment of bar beverages and snacks, meals bait, Club merchandise, boat and kayak hire. When paid, the credit is added to the Members' electronic key card / fob to pay for these items.

Life Members, Pensioners, Country, Overseas, Junior and Student Members are not required to pay the credit. The prepayment is currently \$150 (from 1 July 2026) and is referred to as House Credit. Any unspent balance at the end of the financial year (30 June) is forfeited and transferred to Club funds.

Members can choose to pay additional funds on their Club card (as a House Top up) to facilitate their purchases. These payments remain as credit in the Member's account and are carried forward into the new financial year. Such payments are not forfeited.

5. MEMBER PRIVILEGES

5.1 MEMBERS

Members shall be eligible to exercise all the rights and privileges of a Member of the Club.

Members – (non-voting) become eligible to vote at Club meetings after two years of membership, including Club General Meetings which are held monthly and the Annual General Meeting.

Members must inform the Club Manager if they change their email address or personal address details so that the Club is able to communicate with you. It is a member's responsibility to advise the club of these changes.

5.2 ASSOCIATE MEMBERS

Partners and children under the age of 18 of Members, including Members – (non-voting) are Affiliate Members. Children as defined must be accompanied by a member when attending the Club.

Since this is a family club, children are very welcome and indeed enjoy the general atmosphere and freedom they find here. At the same time, Members are asked to always ensure appropriate supervision of their children.

Affiliate Members are entitled to social rights and to the use of the Club house and shall have no boat house or launching rights and shall not be entitled to vote at any meeting of the Club or in any election and shall not be entitled to nominate any other member for election.

6. GUESTS

Members may introduce up to 7 guests on any one day to the Club. If you wish to introduce more than 7 guests on any one day, a non-Member surcharge of \$10 per head is payable.

Guests must be accompanied by a member.

Under the Liquor Licensing Act, all guests must be signed in on the guest register by a Club Member immediately upon entering the Club. Guests should keep their registration slip and carry it as identification whilst in the Club.

It is the Member's responsibility to ensure that their guests understand and adhere to the Club Rules and Policies including the Club's anti-smoking policy and anti-discrimination policies.



7. CLUB ACCESS CARD / FOB

The Club issues all new Members with either a personalised card or fob which provides front door access during normal trading days of Thursday through to Sunday.

The card / fob also allows Members to purchase beverages, meals, merchandise, bait, boat and kayak hire as described in Section 4 above.

Member's cards / fobs are non-transferrable.

8. CLUB OPENING TIMES

The Club is available to all Members on all advertised operating days and hours, all year round, except for times when the Club is reserved for private functions.

All bar staff have a Responsible Serving of Alcohol Certificate (RSA). The bar is open from Wednesday - Sunday inclusive. It is also open during Club meetings and Club functions.

9. MEALS

Tables may be reserved inside and on the outside decks using the online booking system on the Club website or Club App. The upstairs BBQ is not available for general use by Members.

The Anglers Kitchen serves à la carte lunches on Thursday and Friday, between 12:00 noon and 2:30pm and Saturday and Sunday between 12:00 noon and 3.30pm.

À la carte evening meals are available Wednesday, Thursday, Friday and Saturday between 5.30 and 8.30pm. Saturday night dining will be cancelled if there is a private function, this is generally advised in Tight Lines or by text.

Please check the Club's website for operating hours as times change during daylight savings and our winter season.

Members and their guests are required to return empty glasses and bottles to the bar, and plates and cutlery to the servery near the kitchen that is set up for this purpose.

If you wish to have your table set with a linen tablecloth, this is available at an extra \$15 per cloth. Please ensure this is booked in advance.

10. CLUB NEWSLETTER – TIGHT LINES

All Members are emailed a copy of our regular Club newsletter "Tight Lines." Copies are also available on the Club website or [Click here for Latest News](#)

If you don't receive your copy, please inform the Manager so that your email address can be checked.

If you have any news or photos of general interest to the Club, please forward them to the Club manager – this makes the newsletter much more useful and entertaining.



11. MEMBERS LUCKY DRAW

Each Friday evening the Club holds a Lucky Members Draw with a jackpot which can range from \$500 to \$5,000 maximum. If the winning Member is not present at the Club when the draw is undertaken the prize will increase by \$100 per week and will jackpot to a maximum amount of \$5,000.

Details are as follows:

- Members are entitled to participate in the draw but must be fully financial (Junior and Associate Members are excluded).
- The draw is held each Friday (and may exclude public holidays) at 7.30 p.m.
- The winning Member must be present at the Club when the draw is undertaken, and they have 60 seconds to claim the prize.
- A Club raffle is also regularly run on Friday nights.

On Thursday night a one-spin Members Draw occurs at 7 p.m. with the winner receiving \$1,000.

- The winning Member must be present at the Club when the draw is undertaken, and they have 60 seconds to claim the prize.

12. CLUB FUNCTIONS

Over the year the Club runs several functions for the benefit of Members and their guests. These events are hugely popular, very good fun, and extremely good value.

Included in the list of Club functions are:

- AFL Grand Final Luncheon (shown live on our televisions)
- Melbourne Cup Day Luncheon (shown live)
- Mother's Day Lunch
- Father's Day Lunch
- Club Presentation Night
- Children's Christmas party

Details of upcoming social functions are included in the Club's newsletter - Tight Lines and on our website at: [Click here for Events](#)

13. PRIVATE USE OF CLUB PREMISES / PRIVATE FUNCTIONS

The excellent Club facilities, with our beautiful view of the bay, are a popular choice among Members for family functions and parties.

The Club facilities are available outside normal operating hours for private functions, corporate events, launches, weddings, charity events etc. Please note however – children's functions and parties for under 21 years of age are not permitted. 21st birthday parties are for members only and are subject to managers' approval.

Members may sponsor functions for family or friends, but the Member must remain in attendance for the duration of the function.

In the case of booked catered functions, the party will have exclusive use of the Club. Advance set up and decoration is permitted, however this must not be an inconvenience to other Members or impede any activities in the Club.



The clubhouse must be restored to its normal state at the end of the function or as arranged and agreed with the Functions Coordinator.

Examples of private functions are:

- Catered functions including birthdays and engagements
- Weddings
- Wakes and memorial functions
- Corporate functions
- Product launches
- Fundraising events

Bookings are required and must be made at least a month in advance with either the Club Manager or Admin Staff.

Bookings can be made for luncheon parties for up to 30 people for Thursday and Saturday, utilising the normal catering and bar provisions. Luncheon parties may be possible on Fridays depending on normal bookings. For bookings of 12 people and above we require credit card details to be provided to the Club. Late cancellations or non-attendance may incur a \$10 per head charge.

For current catered function costs and conditions please contact the Club Manager or Admin Staff, who will be pleased to take your booking and explain the rules and provide an estimate of costs.

CATERED FUNCTIONS

Private function catering can be arranged for between 45 to 120 people.

The Club caterer must be employed at these functions. Alcohol and drinks are supplied from the bar by Club staff.

For current catered function costs and conditions please contact the Club Manager or Admin staff, who will be pleased to take your booking and explain the rules and provide an estimate of costs.

As our venue is becoming increasingly popular, bookings should be made well in advance and proposed dates can be penciled in but will not be held after 7 days unless the Venue hire fee is paid.

14. ANGLING COMPETITIONS

All Members, including Affiliate and Junior Members, are encouraged to enter the Club angling competitions.

The competition program is set each year by the Angling Committee, as are the Angling Rules, a copy of which may be viewed at the clubhouse or on the website at: [Click here for Competition Rules](#)

The season's scoreboard is also maintained at the Club and on the website.

15. ANTI-DISCRIMINATION POLICY

Members are required to strictly observe the Club anti-discrimination policy.



Discrimination

Discrimination is when a person is treated less favourably to other people because of a particular trait that they possess or their personal attributes. It is unlawful to discriminate against someone on the grounds of:

- Sex
- Marital or relationship status
- Pregnancy
- Family responsibilities
- Race
- Disability
- Sexual preference or orientation
- Gender identity or intersex status
- Age
- Physical appearance
- Political opinion
- Employment status
- Raising an OHS issue to management or government authorities such as WorkSafe.

16. WORKPLACE HEALTH AND SAFETY POLICY

Under Victorian workplace health and safety obligations and anti-harassment laws, bullying, harassment and sexual harassment are not limited to conduct occurring on an employer's premises.

The workplace extends beyond physical work locations and normal working hours to include work-related social functions, conferences, training events, work travel, online communications and other interactions between employees where there is a connection to employment or an impact on workplace relationships.

What is inappropriate behaviour?

Bullying:

Workplace bullying is repeated; unreasonable behaviour directed at an employee or group of employees, that creates a risk to health and safety. The following types of behaviour, where directed towards an individual or group and are repeated, or occurring as part of a pattern of behaviour, could be bullying:

- Demeaning language or verbal abuse.
- Threats, physical or verbal intimidation.
- Outbursts of anger or aggression.



- Unreasonably excluding or isolating employees.
- Giving employees impossible assignments.
- Deliberately changing work rosters to inconvenience employees.

The above list is not exhaustive. Other types of behaviour may also constitute bullying.

Victimisation:

Victimisation is subjecting, or threatening to subject, someone to something detrimental because they have asserted their rights under equal opportunity law, occupational health and safety law, made a complaint, helped someone else to make a complaint, or refused to do something because it would be discrimination, sexual harassment or victimisation.

Occupational Violence and Aggression:

Occupational violence and aggression are when a person is abused, threatened or assaulted in situation related to their work. Examples of occupational violence include yelling, swearing and name calling, standing over someone, biting, spitting, scratching, hitting, kicking; pushing, shoving, tripping, grabbing; throwing objects; verbal threats; threatening someone with a weapon, sexual assault.

Harassment:

Harassment is any behaviour that is unwelcome or uninvited and that humiliates, offends or intimidates another person. It may be verbal, written, visual, electronic or physical and may consist of a single incident or a repeating pattern of events. Even if the harasser did not intend to offend, humiliate or intimidate, if it is reasonable for a person to feel offended, humiliated or intimidated then the behaviour may constitute harassment.

It is unlawful for harassment to occur on any of the grounds identified above in 'What is Discrimination'. Please note that if an outside relationship brings bad feelings or behaviours into the workplace, this may provide valid grounds for a complaint.

Gendered Violence:

Work-related gendered violence is any behaviour, directed at any person, or that affects a person, because of their sex, gender or sexual orientation, or because they do not adhere to socially prescribed gender roles, that creates a risk to health and safety.

This includes violence targeted directly at someone specifically because, for example:

- they are a woman
- they identify as LGBTIQ+
- they don't follow socially prescribed gender roles and stereotypes

Work-related gendered violence can also be experienced indirectly. A person may experience gendered violence not targeted specifically at them (such as overhearing a conversation that affects them) or witness violence directed at someone else.



Sexual Harassment:

Sexual harassment is said to have occurred where a person makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to another person, or engages in any other unwelcome conduct of a sexual nature in relation to another person in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated that the other person would be offended, humiliated or intimidated.

Work-related sexual harassment is sexual harassment directed at a person that can happen at work, work-related events, or between people sharing the same workplace. Work-related sexual harassment isn't always obvious, repeated or continuous.

Sexual harassment may include:

- touching
- staring or leering
- unnecessary contact, such as deliberately brushing up against you or unwelcome touching
- suggestive comments or jokes
- insults or taunts of a sexual nature
- intrusive questions or statements about a person's private life or body
- displaying posters, magazines or screen savers of a sexual nature
- sending sexually explicit emails, text messages or social media activity
- inappropriate advances on social networking sites
- accessing sexually explicit internet sites
- requests for sex or repeated unwanted requests to go out on dates
- behaviour that may also be an offence under criminal law, such as physical assault, indecent exposure, sexual assault, stalking or obscene communications.

Sexual harassment is not consensual interaction, flirtation or friendship. Sexual harassment is not behaviour that is mutually agreed upon.

Gendered violence and sexual harassment are against the law and is a breach of this policy. The relevant legislation for Victoria is the Equal Opportunity Act 2010 (VIC) and the Occupational Health and Safety Act 2004 (VIC).

Outcome

The complainant/s and the respondent/s of the investigation will be advised of the finding/s in writing and, where appropriate, actions arising from the investigation. The findings will advise whether the allegations are substantiated or unsubstantiated. Any disciplinary action arising out of the investigation that has been carried out against a respondent will remain confidential and will not be shared.

Where an allegation is unsubstantiated, appropriate action may be proposed to facilitate positive and



professional relationships in the workplace, such as a facilitated discussion or temporary changes to work practices.

In situations where a breach of confidentiality, social media policy, bullying, discrimination, harassment, gendered violence, sexual harassment, occupational violence and aggression, vexatious, or victimisation complaints are substantiated, management may take the following actions:

- Require an apology from the respondent
- Undertaking of disciplinary action including termination of membership
- Any other action deemed fair and reasonable

FURTHER INFORMATION

WorkSafe Victoria www.worksafe.vic.gov.au

Victorian Equal Opportunity and Human Rights Commission www.humanrightscommission.vic.gov.au

Victoria Police www.police.vic.gov.au

A guide for employers: Workplace bullying March 2020 (WorkSafe Victoria)

Occupational Health and Safety Act 2004.

Equal Opportunity Act 2010 (VIC).

17. ANTI-SMOKING POLICY

Smoking and Vaping is strictly prohibited throughout the Club premises, including the outside decks, boathouse, front stairs, and landing.

18. CONSUMPTION OF LIQUOR AND FOOD

The Club has a full liquor license and has obligations under this license which includes the requirement for Members and Guests to sign into the Club upon entry to the Club.

The Club will ensure that the requirements of the Liquor Licensing Act are strictly enforced, and Members are reminded that it is an offence for our Club to supply liquor to anyone who is under the influence of alcohol.

Please note that any infringement of this rule puts our liquor license in jeopardy.

19. BOATS AND CLUB BOAT HIRE

Downstairs the Club houses a range of fishing boats, some dating back to the early days of the club. The boats are owned by members of the club and are used regularly by their owners. Boathouse access is granted to boat owners and Members who have booked a Hire Boat or Hire Kayak.



The Club has three boats available for hire as well as two kayaks. The hire of these is available to Members after a safety and induction course has been completed by the Member. **This is a mandatory requirement.** The hiring of these boats and kayaks for Members is so they can catch the snapper, flathead and whiting on the Clubs doorstep. Bait is available for purchase in the boathouse.

To hire a boat, you must have a valid General Marine Licence issued by VicRoads or the interstate equivalent. For the Vic Roads website link [Click here for Marine Licence](#)

Contact the APYAC Boat House Captain for Hire Boat or Kayak Induction.

20. CLUB CONTACTS WEBSITE and APP

PHONE: 9690 5530
EMAIL: admin@apyac.org.au
WEB: www.apyac.org.au
APP: Download the APYAC App from Apple App Store or Google Play Store

The Club office is open Tuesdays, 12 noon – 4 p.m. and Wednesday to Friday from 10 a.m. and 4 p.m. for membership and administration matters. You can call or email us with your query. On weekends you can speak to staff on duty.

Please note that from 11:45am Thursday – Sunday we may be attending to other members that are present at the Club and not be able to answer your phone call.

For function enquiries or bookings contact our Club Manager via phone or email to office@apyac.org.au.

For boathouse matters contact The Boathouse Captain on captain@apyac.org.au

Our Club website: www.apyac.org.au is a great source of information for Members. On the site you will find:

- list of current Committees Members
- contact details for Committee Members
- details of upcoming events
- angling competitions details
- copies of the current and archived newsletters (Tight Lines)

The Committee and staff of the Club have great pleasure in welcoming you to the Club and look forward to meeting you.