



KENSINGTON GARDENS BOWLING AND TENNIS CLUB

LIMITS OF AUTHORITY

PURPOSE

This document defines expenditure limits to roles within the club

	Individual Purchase / Operating Expenses	BoM Purchase Approval	Contracts	Bar Stock Purchases	Sponsorship agreements	Staff Appointments	Staff Termination
BoM Chairperson	<\$5k from General Acct Utilities < \$10k Sections Acct <\$5k	As approved by BoM	<\$5k pa max \$15k over contract life	<\$5k from Bar Acct	<\$10k of life of agreement	Permanent Staff as approved by BoM. Temporary Staff as required	Permanent Staff as approved by BOM. Temporary Staff as required
BoM Director of Finance	<\$5k from General Acct Utilities < \$10k Sections Acct <\$5k	As approved by BoM	<\$5k pa max \$15k over contract life	<\$5k from Bar Acct	<\$10k of life of agreement	Permanent Staff as approved by BoM. Temporary Staff as required	Permanent Staff as approved by BoM. Temporary Staff as required
BoM Secretary	NA	As approved by BoM	NA	NA	NA	As directed by BoM	As directed by BoM
Bowls President	<\$1k from Bowls Acct For Greens Maintenance <\$1k from General Acct	As approved by BoM	NA	NA	As approved by BoM	Temporary Staff as required	Temporary Staff as required
Tennis President	<\$1k from Tennis Acct For Court Maintenance <\$1k from General Acct	As approved by BoM	NA	NA	As approved by BoM	Temporary Staff as required	Temporary Staff as required
BoM Member	NA	As approved by BoM	NA	NA	As approved by BoM	NA	NA
Bar Manager	<\$1k from General Acct	As approved by BoM	NA	<\$1k from Bar Acct	As approved by BoM	Temporary Staff as required	Temporary Staff as required
Greens Manager	<\$1k from General Acct	As approved by BoM	NA	NA	NA	NA	NA

Limits of Authority	Last amended 18 th February 2025
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