

# BLACKSTRAP SAILING CLUB BYLAWS



Revised February 12, 2011

## **Preamble**

Because sailing is both enjoyable and challenging, the Blackstrap Sailing Club (BSSC) exists to facilitate and promote the sport of sailing. To fulfill this vision and mission, BSSC has the following objectives:

- TO provide members with facilities for both recreational and competitive sailing;
- TO encourage members to enjoy all aspects of sailing while emphasizing sailing safety and sportsmanship;
- TO foster an atmosphere of support and camaraderie among members with regard to sailing;
- TO encourage members to develop their sailing knowledge and skills, including what is specifically needed for competitive sailing;
- TO support novices to become sailors through learning and training programs; and
- TO promote recreational sailing by introducing the general public to benefits of a lifestyle which includes sailing.

## **BYLAW #1**

FISCAL YEAR of the Club is from December 1 to November 30 of the following year.

## **BYLAW #2**

ANNUAL GENERAL MEETING (AGM) to be held in January of each year and members will be notified 21 days prior to the meeting date. All members are encouraged to attend the AGM. Election of officers and planning the sailing season requires everyone's comments and suggestions to make it fun for all members.

## **BYLAW #3**

OFFICERS which comprise the Executive of the Club are elected annually at the BSSC AGM. Club officers include:

- a) Commodore,
- b) Vice-commodore,
- c) Past-Commodore
- d) Secretary,
- e) Treasurer,
- f) Harbour Master,
- g) Communications Director,
- h) Social Director, and
- i) Racing and Sailing Equipment Manager.
- j) Member at Large

k) Member at Large

To be eligible to act as a BSSC officer, a person must hold an individual BSSC membership or be part of a family BSSC membership. Duties for each officer are given in Appendix I.

**BYLAW #4**

AUDITORS for the ensuing year shall be named and appointed at the AGM.

**BYLAW #5**

Each person holding an individual BSSC membership, or each of two named senior persons who are part of a family BSSC membership, is entitled to one VOTE at the AGM. Each Executive Member has one vote at any Executive Meeting.

**BYLAW #6**

QUORUM at the BSSC AGM will consist of 25% of individuals eligible to vote according to BYLAW #5, including two of the three individuals acting as Commodore, Vice-Commodore or Treasurer. QUORUM at any Executive meeting will consist of at least 50% of BSSC officers, including two of the three individuals acting as Commodore, Vice-Commodore or Treasurer.

**BYLAW #7**

MEMBERSHIP is open to any person or family interested in sailing upon payment of the applicable annual fee set at the AGM. Membership entitlements include:

- a) voting rights at the BSSC AGM,
- b) right to become a BSSC officer,
- c) access to and use of clubhouse and grounds,
- d) personal sailboat storage on-site,
- e) right to participate in all BSSC activities,
- f) use of BSSC equipment with White Sail III certification or equivalent experience,
- g) the BSSC Newsletter, and
- h) right to compete in Canadian Yachting Association-sanctioned events.

INDIVIDUAL MEMBERSHIP (a voting membership) is for one person, 16 years of age or older. One set of keys allowing access to the club site and clubhouse is provided.

FAMILY MEMBERSHIP (a voting membership) consists of persons in one household and is open to single individuals, or married or co-habitat couples and their dependents up to the age of 23 years. Dependents are regarded as invited guests of the individual/couple who are solely responsible for their dependent's safety and behavior. One set of keys allowing access to the club site and clubhouse is provided.

ASSOCIATE MEMBERSHIP (a non-voting membership) is for individuals up to the age of 23 years who wish to sail at the BSSC and who are members of another sailing club and/or are receiving training as part of the Provincial Sailing Team. Access to the BSSC site and clubhouse must be when a BSSC member is present, as a set of club keys is not provided with this membership.

CORPORATE MEMBERSHIP (a non-voting membership) is for a group or organization that will use the BSSC site and facilities on a limited basis. Corporate members will use BSSC facilities only when a BSSC member is present, as a set of club keys is not provided with this membership.

GUEST MEMBERSHIP (a non-voting membership) is a membership authorized by the BSSC Executive to an individual or group. Guest members do not have voting rights nor can they hold office. Guest members are welcome to use BSSC facilities only when a BSSC member is present, as a set of club keys is not provided with this membership. Guest membership is a courtesy extended for one sailing season only.

CLUB KEYS remain the property of the BSSC and are provided to individual or family members as part of their annual BSSC dues. Club keys are not to be copied without the knowledge of the BSSC Executive. Club keys are to be returned to the BSSC Executive if club membership is not renewed.

#### **BYLAW #8**

REVOCAION OF BSSC MEMBERSHIP can be done by an affirmative vote by three-quarters (six of eight) of the BSSC Executive. Such a decision would be based on the member in question not adhering to an acceptable standard of conduct while using the BSSC site and facilities. The executive shall first negotiate with the member in question in an attempt to resolve the contentious issues. Membership revocation will involve return of a time-prorated amount of the member's annual dues and require the member to promptly remove all personal belongings from the club site as well as return the set of club keys involved.

#### **BYLAW #9**

MEMBERSHIP FEES (and any other fees) are to be set at the AGM and are due by April 30th of that year. After September 1st, any NEW MEMBER paying the current membership fee will have their membership extended through the following year as well. Appendix II contains the current fee schedule.

#### **BYLAW #10**

DONATIONS of anything (equipment, material, labour, ideas) that may benefit BSSC are encouraged. This must be done with the knowledge and acceptance of the BSSC Executive. Where possible, a charitable donation taxation receipt will be arranged through the Sports Legacy Program administered by the National Sport Trust Fund.

#### **BYLAW #11**

BSSC BYLAWS may be changed at the AGM provided a notice of change is sent to members 21 days prior to the date of the meeting.

## **BYLAW #12**

SAFETY: Members are solely responsible for the safety of themselves, dependents, and invited guests, on the BSSC premises or when using any equipment on or in the water whether engaged in a BSSC-organized or non-organized activity. Operation of any equipment or vehicle (boat under sail or motorized) while under the influence of alcohol or substance is illegal. Members are recommended to attend First Aid/CPR training. Members are responsible for ensuring a MINISTRY OF TRANSPORT/CANADIAN COAST GUARD-APPROVED PERSONAL FLOTATION DEVICE (PFD) is worn by themselves, and each dependent and invited guest while on the water.

## APPENDIX I — BSSC OFFICER DUTIES

### 1. COMMODORE (maximum term of two consecutive years)

- a) Preside at the AGM and Executive Meetings.
- b) Ex-official member of any ad-hoc committee struck.
- c) Tend to all BSSC business matters and supervise BSSC activities.
- d) Submit a written report to the AGM which is also forwarded to the Executive of the Saskatchewan Sailing Clubs Association (SSCA).
- e) Attend SSCA meetings as appropriate.
- f) Handle BSSC correspondence with the Secretary and bring communications received to Executive Meetings and the AGM.

### 2. VICE-COMMODORE

- a) Attend to Commodore's duties in the Commodore's absence.
- b) Act as BSSC Safety Officer and report on safety issues to the AGM.

### 3. PAST-COMMODORE

- a) Provide guidance to the Commodore.

### 4. SECRETARY

- a) Record minutes of the AGM and Executive Meetings.
- b) Handle BSSC correspondence in consultation with the Commodore.

### 5. TREASURER

- a) Collect fees and maintain a BSSC membership list.
- b) Generally conduct the financial affairs of the BSSC, including keeping an updated account of club revenues and expenses.
- c) Use a bank (or other) account designated by the BSSC Executive.
- d) Distribute authorized payments.
- e) Signing officers for authorized payments are two of the following: Commodore, Vice-Commodore, Treasurer.
- f) Prepare an annual financial report which shall be made available at the AGM along with statements prepared by the auditor.

### 6. HARBOUR MASTER

- a) Responsible for development and maintenance (including an inventory) of all BSSC facilities, grounds, water front, and non-sailing equipment.

### 7. COMMUNICATIONS OFFICER

- a) Responsible for the BSSC Newsletter.
- b) Handle all media relations for the BSSC.
- c) Handle notices of BSSC activities and events, and oversee publicity of the programs and activities of the club.

### 8. SOCIAL DIRECTOR

- a) Handle arrangements for the non-sailing aspects (food, beverages, etc.) of BSSC Regattas and other Executive-sanctioned activities.

9. RACING AND SAILING EQUIPMENT MANAGER

- a) Responsible for organizing the sailing aspects of BSSC Regattas and other Executive-sanctioned activities.
- b) Responsible for maintenance (including an inventory) of all BSSC sailing equipment.
- c) Responsible for determining Whitesail III-level certification or equivalent experience of members renting any of the BSSC boats

10. MEMBERS AT LARGE

- a) Provide perspective and aid to other executive committee members as representatives of the general membership.

**APPENDIX II — BSSC FEE SCHEDULE (Set annually at the AGM)**

ANY FEE PAID BY MAY 31ST WILL BE AT THE INDICATED REDUCED RATE

Individual Membership/with voting rights/with club keys - \$70.00 PAYMENT BY MAY 31st - \$60.00  
Family Membership/with voting rights/with club keys - \$105.00 PAYMENT BY MAY 31st - \$90.00  
Associate Membership/no voting rights/without club keys - \$30.00 PAYMENT BY MAY 31st - \$25.00  
Corporate Membership/no voting rights/without club keys - \$120.00 PAYMENT BY MAY 31st - \$100.00  
Locker rental/as available with seniority rights in renewal - \$12.00 PAYMENT BY MAY 31st - \$10.00  
Laser I or Laser II yearly rental\*\*\* - \$150.00  
Daily rental for Lasers\*\*\* -\$25.00

\*\*\*Rental of any of the BSSC boats must be arranged through the BSSC Racing and Sailing Equipment Manager to ensure the renter has an appropriate level of experience for sailing the boat in question.

NOTE: Any damage to a BSSC boat (i.e., other than what would be considered normal wear) will be the responsibility of the renter. Acceptance of this responsibility will be required in writing.