



**CHARTER
AND
BY-LAWS**

MISSION STATEMENT

Encourage, promote and support safe boating, education, seamanship and small boat handling among its members and the yachting community.

Encourage, promote and support the spirit of fellowship among its members, families and fellow yachtsmen.

Continue to maintain, enhance, and improve the club’s facility for the enjoyment of its members, families and guests.

Table of Contents

By-laws. 5

 Section 1. 5

 Section 2. Interpretation. 5

 Section 3. Officers & Directors. 5

 Section 4. Meetings. 7

 Section 5. Duties of Officers. 8

 Section 6. Membership. 11

 Section 7. Operation and Control. 13

 Section 8. Pennant. 13

 Section 9. Emblem. 14

 Section 10. Voting. 14

 Section 11. Dues. 15

Auxiliary to Be Known as the Shipmates. 15

 Article 1. Objects of Shipmates Club 15

 Article 2. Officers. 15

 Article 4. Liaison to AYC Board of Directors. . 16

 Article 5. Disbandment. 16

Club Racing Instructions. 17

Alpena Yacht Club History

In the 1920's and 30's the last remnants of the lumbering industry, the sawmills, lumber docks and holding ponds, were disappearing from the waterfront and river-sides of Alpena. Fletcher's steam yacht, "Winyah", was seeing its last days and Harry Fletcher's 12 Meter sloop, "Iris," and Phil Fletcher's 8-Meter sloop were based at the Fletcher-Gilchrist Docks on the river and were annual competitors in the Mackinaw Races. The only other pleasure boating was a group of semi-one design sailing enthusiasts, mostly with home-built boats. The sport fishing group consisted of a few Spicer built flat bottom boats, some of which had the temperamental outboards of that time.

In the 1930's the sailing enthusiasts formed the Alpena Boat Club as an identifiable entity when in competition at Tawas, Bay City, Port Austin and Port Huron. To compete, many boats were trailered by auto over early gravel roads. Such small craft were moored and stored at the Fletcher-Gilchrist Docks, where the old dog-leg hoist still stands as a memento.

During World War II many of the boats disintegrated due to age, neglect or rot. During the mid 1950's the "Wind-jammer Fleet" of more than 20 K-Class Catboats was formed to provide racing competition for many years. The Club had a very active PHRF Fleet with scheduled races.

Toward the end of the War it was decided to form the Alpena Yacht Club with more emphasis on power boats. Phil Fletcher's 47 foot Chris Craft, "Constellation", was the flagship. During that time our first marina building was constructed. Organization was completed in the late 1940's when a lease for the land was obtained from the city and construction began. Many problems arose as it was "made land" of sawdust and wain-edge lumber so expensive excavations were necessary requiring much fill to establish suitable subterranean support. Money ran out and for two years the bare foundation of the building was covered with tar paper, boards and rocks. In 1951 the Alpena Boat Club merged with the Alpena Yacht Club. With their donation of \$900 and the sale of eleven \$100 Founder's Certificates to Yacht Club members and hundreds of hours of work by members, the building was completed that year. Heating, plumbing and electrical work followed and the original portion of the building was formally dedicated. All during this time the club's financial

structure was endlessly precarious, but with the support of Phil Fletcher, who was Commodore the first six years, and the board of directors, loans could be quickly and easily arranged. In 1957-58 the entry vestibule and locker room was built. At the same time, a wet bar was constructed along part of the lake-side wall. In 1968 the lake-side sun-room was added, and in 1979 the wet bar was removed from the meeting room and the present wet bar was constructed.

In 1985 insulation was installed throughout the attic. Due to the high water peak of 1986, an armor stone break-wall was installed and extensive interior remodeling was also done. A new roof, outside deck and storage-shed highlighted the improvements done in 1987. Thanks to donations by many members, the "Galley" project was completed in 1988, along with installation of new flooring, an ice machine and a beer dispenser in the barroom. A fenced-in area for storage of fuel tanks was completed in 1989.

In 1990 a new TV-VCR and Audio system was installed along with a new canopied entrance way. The 1990's saw the Yngling sailboats replace the Catboats with a fleet of close to 20 boats. The group has local races on Wednesday evenings and Sunday mornings. They have traveled out of state to compete in regattas, and have hosted a number of regattas as well.

The late 1990's and early 2000's brought a number of changes, including a new roof on the Club itself and a roof over the grill area, new siding, re-landscaping, updating our restrooms and enlarging the kitchen complete with new appliances. Repairs, additions and upgrading of both the interior and exterior of the Club are ongoing.

The area's pleasure boating has increased phenomenally since the 1940's. The Club membership has grown steadily and the programs have widened broadly. Our Club is deemed one of the finer clubs on the Great Lakes.

BY-LAWS
(As amended 2010)

SECTION 1.

These By-Laws shall be the organic law of the Alpena Yacht Club. Their acceptance, adoption and observance shall be a necessary condition to membership in this organization.

SECTION 2. INTERPRETATION

In these By-Laws when a pronoun expresses or implies a gender it shall be read as including both genders.

SECTION 3. OFFICERS & DIRECTORS

Paragraph 1. The Officers of the Alpena Yacht Club shall be the members of the Board of Directors, which shall consist of nine members; each shall serve for a three-year term, the terms being staggered so that the terms of three Directors shall expire each year. Replacements for such three Directors shall be elected at the Annual Meeting of the general membership of the Club that shall be held in January of each year. Vacancies in the Board of Directors, caused by death, disability, removal from the city, or resignation shall be filled for the unexpired terms under the provisions of *Paragraph 9, Section 3* below.

Paragraph 2. The fiscal year of the Alpena Yacht Club will begin on January first of each year. Newly elected Officers shall take office the second Tuesday in January of each year.

Paragraph 3. The Board of Directors shall meet each month at the time and place appointed by the President, who shall be in charge of all such meetings. A special Director's meeting shall also be held in January of each year, following the Annual meeting of the Yacht Club, at which newly elected Directors shall also attend so the year's activities and all unfinished business shall be thoroughly discussed. Election of the President and Vice-President and selection of the Secretary and Treasurer shall be done at this meeting. In such actions the newly elected Directors

shall each have one vote as shall each of the retiring Directors.

Paragraph 4. The Commodore and Vice-Commodore shall each hold one year terms; they shall be elected from the six carry-over Directors who remain on the Board of Directors by the general membership at the Annual Meeting each year. If there are no consenting nominees from the six current Board members who wish to run for Vice-Commodore or Commodore, the Board shall accept nominations from the general membership for the position of Commodore or Vice-Commodore; but, that person/s shall be non-voting members of the Board.

Paragraph 5. The President and Vice-President shall each hold one year terms; they shall be elected from the membership of the Board of Directors by the Board of Directors following the Annual Meeting of the Alpena Yacht Club.

Paragraph 6. The Secretary and the Treasurer shall be selected and appointed by the Board of Directors at the First Director's meeting following the Annual Meeting of the general membership of the Alpena Yacht Club. Such Staff Officers must be members in good standing. They may be Directors; if not, they shall be Staff Officers to the Board of Directors and as such shall attend all meetings of the Board of Directors and of the Yacht Club.

Paragraph 7. The Board of Directors shall have the sole authority to incur indebtedness or to grant permission of committees to incur indebtedness; provided, however, that no single item shall exceed the sum of Two Thousand Five Hundred dollars (\$2500.00). Larger sums may be expended or contracted for only upon the majority consent of the general membership of the Alpena Yacht Club as shown by formal vote at the next regular or special meeting of the Yacht Club. Any officer or committee requiring money for the discharge of prescribed duties must first obtain an appropriation of authority from the Board of Directors for such expenditures or to incur such indebtedness.

Paragraph 8. The Board of Directors may create additional or special committees at any time for special purposes or definite periods, all subject to their general authority, and with the power to abolish the same or to suspend or expel, or otherwise prescribe punishment of members, Officers or employees for cause as provided by this Charter and by these By-Laws.

Paragraph 9. Any Director may resign upon written request to the Board of Directors. This request must be acted upon at the next regular meeting of the Board of Directors. Any vacancy in the Board of Directors shall be filled for the unexpired term by the person receiving the next highest number of votes at the last general election held the previous January of the current year. If there were no other contenders the vacancy shall be filled from the general membership by majority vote of the Board of Directors. A vacancy may (in the discretion of the Board of Directors) be allowed to exist until the next Annual election.

Paragraph 10. Any Director or other Senior Officer who willfully absents himself from three successive meetings of the Board of Directors, or who neglects the duties of his office, shall be brought to trial by the Board of Directors in closed session at which he must show sufficient cause why he should not be removed from office. Such removal from office shall require a majority vote of the Board of Directors.

SECTION 4. MEETINGS

Paragraph 1. Meetings of the Board of Directors shall be held on the second Tuesday of each and every month of the year; any meeting change shall be displayed on the Alpena Yacht Club Bulletin Board. Members other than the Directors and other Officers may not take part except in a formal manner, and then only upon the permission and invitation of the presiding Officer. Chairmen and members of standing and special committees, the Commodore's Staff Officers and employees of the Yacht Club shall attend meetings of the Board of Directors when so requested. Members, singularly or collectively, shall have the right to appear formally before the Board of Directors at any Director's meeting to state any grievance or to urge special action upon any matter pertaining to the welfare of the Yacht Club; provided, however, upon majority vote the Board of Directors may close any meeting or any part of any meeting to all other members so that trials may be heard and for discussion of private matters pertaining to members against whom complaints have been filed.

Paragraph 2 Five members of the Board of Directors shall constitute a quorum for the transaction of business at all meetings except the special January meeting as prescribed in *SECTION 3, Paragraph 1*, when seven

members shall constitute a quorum. Written proxies shall be accepted as voted in only those matters specifically specified in such proxies.

Paragraph 3. Meetings of the general membership of the Alpena Yacht Club shall be held during the second week (as specified by the Board of Directors) of January of each year. The January meeting shall be known as the "*Annual Meeting*" and at that time elections shall be held to fill the vacancies on the Board of Directors and for the positions of Commodore and Vice-Commodore. Notice of the Annual Meetings shall be sent through the U.S. Mail to all members in good standing thirty (30) days prior to the annual meeting which occurs on the second Tuesday of January.

Paragraph 4. Special meetings of the Yacht Club may be called by the President, either with or without order from the Board of Directors; and may be called by him upon receipt of written request of ten or more members in good standing, such request to state the purpose or purposes for which the meetings are to be held.

SECTION 5. DUTIES OF OFFICERS

Paragraph 1. Duties of the Commodore. The Commodore shall be in charge of all the boating, yachting and social activities of the Yacht Club and shall be vested with those other duties usual and incident to his office. He shall preside at all meetings of the Yacht Club and shall have a vote on all questions at such meetings. He shall appoint the members of the six standing committees as required; i.e., the Finance Committee, the House Committee, the Membership Committee, the Planning Committee, the Race Committee and the Social Committee. Each committee may be composed of up to five members at large and the Finance, Membership, and Planning committees shall include one member of the Board of Directors. He shall also appoint a Fleet Surgeon and a Flag Lieutenant. Appointment will be subject to ratification by a majority vote of the Board of Directors; all such appointees may be subject to suspension without cause by a majority vote of the Board of Directors upon recommendation of the Commodore.

Paragraph 2 Duties of the Vice-Commodore The Vice- Commodore

shall assist the Commodore and perform all the Commodore's duties during his absence or disability from office, and perform all other duties required of him by the Board of Directors.

Paragraph 3. Duties of the Secretary. The Secretary shall attend and keep true records of all meetings of the Club in books provided for that purpose; a correct roll of all members showing their names, addresses, and any other necessary information. He shall file and keep in convenient manner for reference all documents, records, proxies, reports, communications, etc., connected with the business of the Club. He shall issue notices of meetings to the members and Directors as provided by these *BY-LAWS*. He shall further notify those members who have been suspended or expelled. In case he is unable to attend any meeting of the Club or the Board of Directors, he shall have the necessary books, reports and papers conveyed to the place of said meeting and shall provide a substitute to serve in his stead.

Paragraph 4. Duties of the Treasurer. The Treasurer shall collect all monies due the Club, and on payment thereof, furnish receipt. He shall deposit all money received belonging to the Club in some financial institution to be designated by the Board of Directors, and shall indemnify the Club against loss by furnishing surety bond for not less than five thousand dollars (\$5,000), the expense of same being paid by the Club. He shall keep proper books of account for the complete record of receipts and disbursements, such books being capable of subsequent audit, check and balance. He shall pay all bills contracted by the Club, only when properly audited and vouchered for correctness by the committee or officers who contracted the same, and after they have been submitted to the Board of Directors for their approval. He shall present a complete statement of financial condition of the Club and of the receipts and expenditures of the preceding year and shall submit his books to the Board of Directors for audit during January of each year.

Paragraph 5. Duties of the President. The President shall be in charge of the business activities of the Yacht Club. He shall preside at all meetings of the Board of Directors, he shall call all regular and special meetings of the Board of Directors and of the Yacht Club. He shall make all appointments incident to the mechanical and business operation of the Club (except to the House Committee) and shall supervise all Officers and

Committees in all aspects of their work as presiding representative of the Board of Directors.

Paragraph 6. Duties of the Race Committee. It shall be their duty to arrange all races and regattas and make all regulations for the governing of same in accordance with the Racing Rules. They shall prescribe all racing courses and draft all racing schedules or seasons and the program for Yachting and Boating. They shall have custody of all cups, prizes, trophies, etc., offered for races, of all property used by them such as moorings, marks, flags, etc., and be responsible for their care and upkeep. They shall set all handicaps for boats in races.

Paragraph 7. Duties of the House Committee. It shall be their duty to prescribe and publish such rules and regulations as they shall deem necessary for the proper care and government of the Club House, subject to the approval of the Board of Directors, and post copies of the same on the Club's bulletin board. It shall be their duty to look after the care of the building, furnishings, and other Club property. The Committee must first secure authority from the Board of Directors to incur indebtedness or make expenditures for repairs, alterations, improvements, and for the care and maintenance of all such property and equipment.

Paragraph 7.1. They shall be empowered to employ outside personnel for repairs, maintenance, or installation of equipment with the permission of the President and shall have the power to discharge any or all such employees, subject to the approval of the President. They shall prescribe and regulate the prices of food and refreshments and charges of all kinds at the Club House. They shall have the supervision of guests and visitors, with the power to eject persons not holding proper admission credentials or guilty of improper conduct, or for any other good and sufficient reason. They shall keep an accurate record of all cash receipts and bills of indebtedness incurred during the month, and shall turn over to the Treasurer all cash received and all bills of indebtedness incurred by the Committee, having first audited same and vouched for their correctness. They shall keep suitable books being capable of subsequent audit, checks and balance.

Paragraph 8. Duties of the Social Committee. It shall be their duty to provide suitable entertainment during the year. They shall prepare a program of proposed entertainment for the year following, setting forth

SECTION 6. MEMBERSHIP

the dates and nature of each and submit them to the Board for approval. This schedule is to be reviewed with the Board on a monthly basis or as necessary. It shall be their duty to look after the entertainment, comfort, and welfare of guests and visitors. They shall submit a report at the annual meeting, reviewing the season, its successes, failures, and reasons, making suitable suggestions, recommendations, etc.

Paragraph 9. Duties of the Fleet Surgeon. It shall be his duty to render such services to the members, or visitors as are customary to his profession. He shall maintain at the Club House, at the Club's expense, all necessary equipment to render first aid to the sick and injured in the fleet or at the Club House.

Paragraph 10. Duties of the Finance Committee. It shall be their duty to construct and submit for approval by the Board of Directors, a budget for the current year. Input for such budget shall come from those committees which influence income and expenses. Such committees shall project their income and expenses for the coming year and supply information to the Finance Committee. It shall also be their duty to serve in an advisory capacity to the Board of Directors on dues structure.

Paragraph 11. Duties of the Planning Committee. It shall be their duty to develop and submit to the Board of Directors a long range (5 year) plan for improvement of the Club House Facilities and Grounds. The intent of such plan shall be for homogeneous goal of the current and future Boards of Directors. Said plan shall not be binding on any Board of Directors and shall be used only as a general guide for development.

Paragraph 12. Duties of the Membership Committee. It shall be their duty to research and adopt membership development plans. Any such plan shall be submitted to the Board of Directors for approval prior to the implementation.

Paragraph 13. Duties of the Flag Lieutenant. It shall be his duty to see that flags and signals flown from the Club staff are displayed according to accepted practices. He shall have charge of maintaining the flag locker and the signals and flags therein; overseeing the maintenance of the Club flag staff and rigging.

Paragraph 1. Any person of good moral character may upon the recommendation by a member of the Alpena Yacht Club, be eligible to become a member of such Club by submitting his application accompanied by the initiation fee and prepayment of annual dues for one year. The Secretary will present such application to the Board of Directors for action; a majority vote of said Board shall be considered necessary for acceptance to membership.

Paragraph 2. Resignations may be received from any member who is in good standing, who is not indebted to the Club in any way, and who has no charges pending against him. Such resignations must be in writing and filed with the Secretary to be effective.

Paragraph 3. The President or Commodore may, for cause, suspend any member without previous notice from active participation in the Club privileges until he can call a meeting of the Board of Directors to consider the conduct of such member and to definitely and permanently determine the action to be taken thereon. Such suspended member shall receive a written copy of the charges against him before the Board can take any formal action against him.

Paragraph 4. Two members of the Club in good standing may prefer charges against any member to the Board of Directors. Such charges shall be in writing and the member against whom the charges are made shall receive a copy of the charges before the Board can take any action thereon. The accused member shall have the right to be heard before the Board, either in person or by counsel, with the full right to answer thereto in writing and the hearing thereon shall be held not later than the next regular meeting of the Board of Directors.

Paragraph 5. Any member may be suspended, expelled, or declared to have forfeited his membership by the Board of Directors if he shall be delinquent in the payment of dues or of other accounts upon 30 days notice to such member.

Paragraph 6. Any member who has resigned or who has been expelled or has been suspended or who is in arrears in payment of dues, as provided in the *BY-LAWS*, forfeits all rights and privileges in this

organization, and ceases to have any interest or claims of any nature in its property or assets.

Paragraph 7. Any and all funds collected by the Alpena Yacht Club through membership dues, special assessments, retail sales of merchandise, or of equipment belonging to the Club, or through gifts to the Club, shall be deposited to the General Account of the Alpena Yacht Club (or to specific funds if such exist) for disbursement in the discretion of the Board of Directors.

SECTION 7. OPERATION AND CONTROL

Paragraph 1. All decisions pertaining to the conduct of routine business of the Alpena Yacht Club shall be made by the Board of Directors; such decisions being reached by majority vote of those Directors.

Paragraph 2. All matters of major importance pertaining to the Alpena Yacht Club shall be first studied by the Board of Directors who shall then submit such matters and their recommendations to the membership at the next regular meeting of the Alpena Yacht Club for decision; such decision to be a majority of the voting members present or presented by proxies.

Paragraph 3. Any amendment to the *CHARTER* or *BY-LAWS* must be submitted to the Board of Directors in writing for their study and recommendations; following which the proposed amendment and the recommendation of the Directors shall be presented to the next regular meeting of the Alpena Yacht Club for general study and discussion. At least thirty days must elapse following such presentation before subject issue may be voted upon at a subsequent general meeting of the Alpena Yacht Club. Such amendments may be adopted only by a two-thirds majority vote of the members present and those represented by proxies.

Paragraph 4. All elections and all other issues voted upon by the membership of the Alpena Yacht Club shall be carried by a simple majority of the members present and those represented by proxies.

SECTION 8. PENNANT

The Pennant of the Alpena Yacht Club shall be a tapered burgee of navy blue field superimposed upon which shall be a crimson red dividing strip in the form of a "Y", lying horizontally, one arm of which shall end at the top of the hoist of the pennant and other arm shall end at the bottom of the hoist of the pennant, the foot of the dividing strip ending at the base of the fissure between the two pointed ends of the pennant. In the three spaces thus formed shall be the three letters in white characters : the letter "A" in that space nearest the hoist of the burgee, the letter "Y" in the topmost space along the fly of the burgee and the letter "C" in the bottommost space along the fly of the burgee.

SECTION 9. EMBLEM

The emblem of the Alpena Yacht Club shall be a reproduction of the burgee on a white field to be worn in the center of a regulation-gold-colored-cap device consisting of crossed anchors with a circle.

SECTION 10. VOTING

Paragraph 1. Active members who are in good standing at the time of voting are eligible to vote at any meeting of the Alpena Yacht Club.

Paragraph 2. The *CHARTER* and *BY-LAWS* of the Alpena Yacht Club may be amended only under the provisions of *SECTION 7, Paragraph 3*, of these *BY-LAWS*.

Paragraph 3. Written proxies of members in good standing will be acceptable, provided only that such proxies must expressly state the matters in which they are to be used as votes as cast by the delegates of such proxies.

Paragraph 4. Each membership shall receive one vote or voice.

Paragraph 5. For purposes of the Annual Meeting, a Nominating committee consisting of the Commodore and two members from the general membership shall receive the nominations by the second Tuesday of October, prepare the ballots and determine the results.

Paragraph 6. Nomination from the general membership must be presented to the nominating committee by the first of October for the committee's consideration.

SECTION 11. DUES

Paragraph 1. Dues for Active Membership in the Alpena Yacht Club shall be determined by the Board of Directors and approved by the general membership. The dues statement will be sent by mail prior to January 1. The dues are payable upon receipt and the membership will be withdrawn by the first of March if the dues are not paid.

SECTION 12. AUTHORIZATION OF A YACHT CLUB AUXILIARY TO BE KNOWN AS THE SHIPMATES

ARTICLE 1. OBJECT OF SHIPMATES CLUB

Paragraph 1. The object of the Shipmates Club shall be to work for the Alpena Yacht Club and to spend monies earned for the improvement of the Yacht Club facilities with the advice and consent of the Board of Directors of the Alpena Yacht Club.

ARTICLE 2. OFFICERS

Paragraph 1. Officers of the Shipmates shall consist of a President, Vice President, Secretary and Treasurer to be elected by the membership of the Shipmates at each yearly meeting to be held in January of each year.

Paragraph 2. Shipmates' committees shall be appointed by each newly elected President of the Shipmates and shall serve under her jurisdiction.

ARTICLE 3. MEMBERSHIP AND DUES

Paragraph 1. All members of the Alpena Yacht Club in good standing are eligible to qualify for membership to the Shipmates Club, effective in 1970.

Paragraph 2. Dues for the Shipmates Club shall be payable January 1 of each year and no later than the March meeting of the Shipmates.

Paragraph 3. Any change of dues of the Shipmates shall be fixed by the Executive Board of the Shipmates and subject to review by the Shipmates' membership at their regular meeting.

Paragraph 4. New members of the Alpena Yacht Club or new applicants for membership in the shipmates shall pay one year's dues.

ARTICLE 4. LIAISON TO AYC BOARD OF DIRECTORS

The Shipmates shall appoint a liaison person to promote communication between the Boards of the Alpena Yacht Club and the Shipmates. This person's duty is to attend all Alpena Yacht Club Board of Directors meetings and report on the Shipmates activities and present a written financial statement to the Board of Directors.

ARTICLE 5. DISBANDMENT

Paragraph 1. If, for any reason, the Shipmates Club should disband before the general membership of the Alpena Yacht Club disbands, all monies belonging to the Shipmates shall become property of the Alpena Yacht Club and shall be entered into the treasury of the Alpena Yacht Club.

Paragraph 2. If the Alpena Yacht Club should disband before the Alpena Yacht Club Shipmates disband then all monies of the Shipmates are to go to a charity organization that will be designated at time of disbandment.

**ALPENA YACHT CLUB
RACING INSTRUCTIONS**

Starting Time & Signals:

A canon will be sounded to call attention to visual signals. Should the audible signal fail, the visual signal shall govern. Each visual signal will be lowered 30 seconds before the next signal.

<u>Visible Signal</u>	<u>Indicates</u>	<u>Time</u>
White	Warning	10 min.
Blue	Preparatory	5 min.
Red	Start	0 min.

Rules:

The rules of the United States Yacht Racing Union (USYRU) shall govern, except as herein modified. The Race committee shall arrange for and manage all races. All yacht racing shall be subject to its direction and control, while in the vicinity of the courses.

The "Round-the-ends" Rule (51.1c) shall be in effect for the start of all races.

Registration:

All Yachts wishing to participate in a series and score points for series awards, must preregister before the start of the first race of the series.

Scoring:

Points will be accumulated for all series according to the Low point System.

A Did Not Start (DNS) will be scored points equal to one more than the number of yachts registered for the series.

A disqualified (DSQ) yacht or other yacht which Does Not Finish (DNF) or a yacht which finishes and later is disqualified or retires shall score points equal to one more than the number of yachts starting the race.

Safety:

Each yacht must at all times carry *LIFE PRESERVERS, ADEQUATE ANCHOR* and other such equipment specified by law, the U.S. Coast Guard, and the Race Committee.

Safety equipment inspections may be made at the discretion of the Race Committee. Non conforming yachts shall be subject to protest or DSQ

Index

<p>Directors</p> <ul style="list-style-type: none"> Authority. 6 Election. 5 Removal from office. 7 Replacements. 5 Resignation. 6 Special meetings. 5 Term of office. 5 Vacancies. 5 <p>Dues Statement. 15</p> <p>Duties of Officers</p> <ul style="list-style-type: none"> Commodore 8 Finance Committee. 11 Flag Lieutenant. 11 Fleet Surgeon. 11 House Committee. 10 Membership Committee. 11 Planning Committee. 11 President. 9 Race Committee. 9 Secretary. 9 Social Committee. 10 Treasurer. 9 Vice-Commodore. 8 <p>Election of Officers</p> <ul style="list-style-type: none"> President. 5 Secretary. 5 Treasurer. 5 Vice-President. 5 <p>Emblem. 14</p> <p>Fiscal year. 5</p> <p>Meetings</p> <ul style="list-style-type: none"> Annual meeting. 8 Board of Directors. 7 Change of meetings. 7 Grievance. 7 Notice of meetings. 8 Participation by other than Directors. 7 Quorum. 7 	<ul style="list-style-type: none"> Special action. 7 Special meetings. 8 <p>Membership</p> <ul style="list-style-type: none"> Charges against a member. 12 Eligibility. 11 Expulsion. 12 Resignation. 12 Suspension. 12 <p>Operation & control</p> <ul style="list-style-type: none"> Amendments to By-Laws. 13 Elections. 13 Major importance. 13 Routine business. 13 <p>Pennant. 13</p> <p>Racing Instructions</p> <ul style="list-style-type: none"> Registration. 17 Rules. 17 Safety. 18 Scoring. 17 Time & Signals. 17 <p>Shipmates. 15</p> <ul style="list-style-type: none"> Committees. 15 Disbandment. 16 Dues. 16 Eligibility. 15 Liaison to Board of Directors. 16 Objective. 15 Officers. 15 <p>Special committees. 6</p> <p>Term of Office</p> <ul style="list-style-type: none"> Commodore 6 President. 6 Vice-Commodore. 6 Vice-President. 6 <p>Voting. 14</p> <ul style="list-style-type: none"> Amendments to By-Laws. 14 Eligibility. 14 Nominating committee. 14 Nominations from general membership. 14 Proxies. 14
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