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# SHROPSHIRE SAILING CLUB - BYELAWS

These Byelaws are designed to support the overriding objective of the Club to provide safe and secure facilities in which all our members and visitors can enjoy the sport of sailing in the unique environment of Whitemere.

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## *JOINING US & MEMBERSHIP*

Membership of the Club is open to all persons in accordance with the Memorandum and Articles of Association. Application for membership is to be made on the prescribed form. Prospective members are encouraged to meet a member of the General Committee who will help assist with their application and ensure they are familiar with the club's facilities and the obligations of membership.

All fees are reviewed by the General Committee on an annual basis and submitted to the AGM for members' approval. The subscription runs from 1<sup>st</sup> April until the 31<sup>st</sup> March. Adults are defined as any member who is aged 19 years or over during the subscription year.

There shall be the following categories of membership.

- **Adult:** Individual adults not in full time education.
- **Family:** One or two cohabiting adults and any children of either under the age of 19 in the membership year.
- **Youth:** Anyone under 19 in the subscription year.
- **Student:** Adult in full time education in the subscription year.
- **Affiliate:** A school, youth group, club, company or organisation.
- **Social:** A non-sailing member (Non-Voting).
- **Temporary:** Temporary Membership may be granted by the General Committee to an applicant for a period of four consecutive weeks in any one year (Non-Voting).
- **Honorary:** A person may be elected to the Club as an Honorary Member for a period of one year at the discretion of the General Committee.

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- **Honorary Life Commodore:** A person who has held the post of Commodore for at least two years may exceptionally be elected as Honorary Life Commodore at the discretion of the General Committee.

**Voting Rights:** All members of the Club aged 18 or over on the date of any AGM, EGM or General Meeting is entitled to one vote except Social Members and Temporary Members. Affiliate Groups shall be entitled to one vote and shall supply the name of the voting representative when joining or renewing membership.

**Visitors:** Members aged 18 or over may introduce up to five visitors to the Club as their personal guests at any one time. Such visitors are to be signed in by the introducing member in the visitor's book. No person may be introduced as visitor on more than four occasions in any one membership year. The introducing member is responsible for the behaviour of their visitors and is to ensure that their visitors comply with the Bylaws of the Club. This facility is not available to Affiliate Groups. Visitors may not bring a boat to the Club without permission from the General Committee.

## **MEMBERS' OBLIGATIONS**

**Duties:** All members are expected to carry out Duties (Safety Officer, Saturday Duty Officer, Officer of the Day or Assistant Duty Officer) in accordance with their abilities and as assigned by the relevant Club Committee. Members should also take part in at least one working party each year.

**Security:** It is the responsibility of the last person to use a Club boat to ensure that it is returned and secured to its allocated berth or storage shed. The last person to leave the Club premises shall ensure that all Club buildings are secured and that the entrance gate is locked.

**Boats:** It is the responsibility of members to securely tie down their boats to safeguard their property and that of other members.

**Safety:** An effective personal buoyancy aid must be worn at all times while sailing, in a safety boat or any other craft. An effective and serviceable buoyancy aid shall be worn by all persons under the age of sixteen whilst on the jetties. This precaution is recommended for all other persons.

**Insurance:** Members are personally responsible for ensuring that any boat they bring to the Club is insured against third party risks to the minimum level stipulated in the annual renewal membership invoice. Members must produce a valid certificate of third party insurance if called upon to do so by a member of the Sailing Committee.

**Sailing Regulations:** Members may use the water on any day during the season except on the days designated by the Sailing Committee, eg Open Meetings. Members have free access to the water on Club Days and must comply with the Club Sailing Instructions at all times.

**Trailers:** All road trailers and launching trolleys must be clearly marked with boat type and sail number. Those not marked will be assumed to have been abandoned and, at the discretion of the General Committee, may be scrapped or sold under certain circumstances.

**Dogs:** Must be kept on a lead at all times and, with the exception of guide dogs, are not permitted in any of the Club buildings nor forward of the car park/trailer park. Members must remove any faeces deposited by their dog.

### **RESTRICTIONS:**

**Risk:** Members sail at their own risk at all times and shall comply with any restrictions imposed by the Safety Officer, Saturday Duty Officer (SDO), or Officer of the Day (OOD).

**Safety:** At all times when sailing is taking place, the safety boat shall be on the water and under the control of a Club Member. If weather permits, the boat may be alongside a jetty, provided that a responsible Club Member is immediately available. The use of a two way radio is encouraged.

Members aged 17 or under may only drive a power boat if they have obtained RYA Power Boat Level 2 or RYA Safety Boat certification, and only in accordance with the terms of those certificates.

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## YOUNG PEOPLE (UNDER 18)

**Responsibility:** A young person's parent, carer or guardian carries full responsibility for that person on Club premises. A parent, carer or guardian must be named and sign on behalf of members aged 17 and under on applications for membership, membership renewal, berths and Club courses.

**Aged 13 and Under:** No person under 14 years of age may attend the Club without their parent, carer or guardian being present unless specific arrangements have been made for another adult member at the club to look after the interests and wellbeing of that young person on behalf of the parent, carer or guardian.

**Aged 14 and Over:** Junior members aged 14 years and over may attend the Club without an accompanying adult. They must report to the Safety Officer before going on the water and provide the Safety Officer with an emergency contact name and telephone number.

## SHOULD THINGS GO WRONG:

**Discipline:** The Club aims to run a safe and secure environment for all. An Officer of the Club may request a member or visitor to leave the Club premises if he considers that the individual is flagrantly violating the Club Bylaws, is being disruptive, abusive or behaving in a dangerous fashion. A written incident report must be submitted to the Commodore within forty-eight hours.

**Limitation of Club Liability:** Members of all categories, their Guests and Members of Affiliated Organisations use the Club, its premises and property entirely at their own risk. The Club does not accept liability for any loss or damage to the property of, or injury to, members, their guests or members of affiliated organisations or bodies while at the Club or using the Club property whether such loss, damages or injury could be attributed to or was occasioned by the neglect, default or negligence of themselves, Officers of the Club, Committee Members of the Club or Servants of the Club, but otherwise subject to the provisions of the Unfair Contract Terms Act 1977, Section 2 (1).

**Abandoned Boats:** Any boat (and associated trolley and trailer) berthed at the Club that belongs to a former member who has, under the terms of the Memorandum and Articles of Association of the club, resigned from, been suspended from or expelled from the Club, may be considered by the General Committee to have been abandoned.

The General Committee shall then give one month's written notice, by recorded delivery, to the owner at their last known address requesting the removal of the abandoned boat. Thereafter the General Committee may order the sale of the boat (and associated trolley and trailer). Outstanding costs shall be deducted from the moneys received from the sale and any balance shall be then forwarded by cheque to the last known address of the owner.

**Interpretation:** Any dispute as to the interpretation of the Memorandum and Articles of Association of the Club or the Bylaws of the Club shall be referred to the General Committee whose decision in that matter shall be final.

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## **MANAGEMENT OF THE CLUB**

The management of the Club shall be in the hands of the Board of Directors, known internally as the General Committee, and whose names shall be displayed in the Clubhouse. The minutes of the General Committee, club General Meetings and all delegate committees (eg Sailing Committee) is made available for members to view in the Clubhouse.

In the tradition of sailing clubs the three elected posts of Commodore, Vice Commodore and Rear Commodore are referred to as "Flag Officers".

### **GENERAL COMMITTEE**

- The General Committee shall fulfil the role of The Board of Directors.
- The General Committee shall consist of The Commodore, Vice Commodore, Rear Commodore, General Secretary, Treasurer, Membership Secretary, Sailing Secretary, Social Secretary, Training Principal and four elected members.
- The Flag Officers, General Secretary and Treasurer are normally expected to serve for a minimum of two years and all Directors will retire by rotation in accordance with the Articles of Association.
- The General Committee shall meet at least six times a year.
- A Flag Officer and five Members of the General Committee shall constitute a quorum.
- The senior Flag Officer present shall act as Chair.
- The General Committee may delegate functions to other Committees including the Sailing Committee and the Social Committee. A copy of the minutes of Social Committee, Sailing Committee and other delegate committee meetings shall be submitted to the General Committee within twenty-one days of their meeting.

### **SAILING COMMITTEE**

- The Sailing Committee shall be responsible to the General Committee for the management of sailing and racing. It shall have control of the mooring, beaching and storage of boats and all matters affecting racing. It shall discharge all powers and duties imposed upon Sailing Committees by the Racing Rules of the International Sailing Federation (ISAF) and the Royal Yachting Association (RYA).
- The Sailing Committee will consist of the Sailing Secretary, Bosuns, Beachmaster, Fleet Captains, Training Principal and the three Flag Officers.
- The Sailing Committee shall meet at least six times a year.
- Five members of the Sailing Committee shall constitute a quorum.
- The Sailing Secretary shall act as Chair; in their absence the senior Flag Officer present will chair the meeting.

### **SOCIAL COMMITTEE**

- The Social Committee shall be responsible to the General Committee for the organisation of the social activities of the Club and for the operation of the Club's catering facilities.
- The Social Committee will consist of the Social Secretary, Quartermaster, five elected members and three Flag Officers.
- The Social Committee shall meet at least five times a year.
- Four members of the Social Committee shall constitute a quorum.
- The Social Secretary shall act as Chair; in their absence the senior Flag Officer present will chair the meeting.

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## TRAINING COMMITTEE

- The Training Committee shall be responsible to the Sailing Committee for the organisation of the training activities of the Club, for the operation of the Club's training fleet and for maintaining the Club's status as an RYA Training Centre.
- The Training Committee will consist of the Training Principal, all club Senior Dinghy Instructors and the three Flag Officers.
- The Training Committee shall meet at least twice a year.
- Five members of the Training Committee shall constitute a quorum.
- The Training Principal shall act as Chair; in their absence a Senior Dinghy Instructor will chair the meeting.

## OTHER OFFICERS

These officers attend meetings by invitation:

- Press Liaison Officer.
- Editor of the Newsletter.
- Child Safeguarding Officer.

**Duties of Officers** The duties and responsibilities of all officers shall be reviewed annually and agreed by the General Committee.