



Worser Bay Boating Club Inc.

RULES OF THE CLUB

1. TITLE

The Club shall be called "Worser Bay Boating Club Inc."

2. OBJECTS

To encourage and promote sailing as a sport and as a recreation.

3. DEFINITIONS

Unless otherwise referred to, "Club" means Worser Bay Boating Club Inc. "Committee" means the General Committee. "Year" means the Club Year which commences on the 1st day of June and concludes on the following 31st day of May.

4. CLUB FLAGS

The Club flag shall be a blue pennant with white disc overlaid with a white triangle. The Commodore's flag shall be the Club flag with a swallow tail. The Vice Commodore's flag shall be the Club flag with swallow tail and one white disc in the upper canton. The Rear Commodore shall have the Club flag with swallow tail and two white discs in the lower canton.

Membership

5. PRIVILEGES

Every person shall, on being admitted to membership, be considered to have entered into an agreement with the Club and be bound by these Rules in every respect and shall become entitled to the privileges and obligations of membership.

6. JOINING

A candidate for membership shall make written application accompanied by an entrance fee, set by Annual General Meeting, and appropriate subscription. The application must be completed by two members, as proposer and seconder. Each application shall be considered at the next Committee meeting. If a candidate is accepted, the Secretary shall notify the candidate, provide appropriate receipts and issue a copy of the Club Rules. If a candidate is not accepted, the Secretary shall notify the candidate and return all fees.

7. REJOINING

In the event of a former member wishing to rejoin, provided that the member was not in debt to the Club, the Committee may waive the entrance fee.

8. TERMINATION

- (a) A member wishing to resign must have paid all arrears and dues, and shall send written resignation to the Secretary.
- (b) If any member fails to pay any subscription or due fee on or before the 1st day of November in the current year, the Treasurer shall, by notice to the last known address, seek all due payments. If the member fails to make payment by the following 31st day of January, the Committee may terminate that membership.
- (c) If the conduct of any member, in the opinion of the Committee, is injurious to the interests of the Club, the Committee may suspend that member and call a Special General Meeting to consider the status of that member. By resolution, the Special Meeting may expel or reinstate the member.

Classes of Membership

9. SAILING MEMBERS

- (a) **Life Members:** Life Membership may be conferred upon any member who has rendered important service to the Club. Proposals for Life Membership must be submitted to the Committee. If approved, the proposal shall be on the order paper for the next General Meeting which alone shall have the power to confer Life Membership.
- (b) **Junior Members:** Members under the age of 17 at the start of the year (1 June).
- (c) **Intermediate Members:** Members aged 17 to 19 inclusive at the start of the year.
- (d) **Senior Members:** Members 20 years of age and over at the beginning of the year.

10. NON SAILING MEMBERS

Such members shall have rights and voting privileges as for sailing members of the same age, but they shall not sail in Club races except in special circumstances as allowed by the Race Committee.



Officers and Management

11. THE OFFICERS OF THE CLUB

Shall be elected at the Annual General Meeting and shall consist of Patron, President, Vice President(s), three Flag Officers - viz: Commodore, Vice Commodore and Rear Commodore - Secretary, Treasurer, Delegates to the Wellington Yachting Association Inc., Race Committee and other positions recommended by the General Committee. In addition, an Auditor and two Trustees shall be appointed. These three, together with the President, Patron and Vice Presidents, need not be Club members.

12. THE COMMITTEE

The Annual General Meeting shall appoint a Committee consisting of Flag Officers, Secretary, Treasurer, two seconded Race Committee Officials, and at least seven other members.

13. COMMITTEE MEETINGS

The Committee shall meet at least once a month. The meeting may be called by the Commodore, Secretary, or three members of the Committee upon giving notice to the Secretary. Members should receive seven days notice for all meetings. Five members of the General Committee shall form the Quorum.

14. COMMITTEE ATTENDANCE

Any member of the Committee failing to attend three consecutive meetings without obtaining leave shall cease to be a member of the Committee.

15. VACANCIES

Any vacancies occurring during the year, either among the Officers of the Club or on any Committee, may be filled by the Committee by temporary appointment for the unexpired portion of the year.

16. MANAGEMENT

The Committee shall administer all the affairs of the Club, except as otherwise provided in these Rules, and shall have the power to appoint sub-Committee(s) as it thinks fit. Any Club member may be appointed to a sub-Committee, if willing, but at least one Committee Member must be on each sub-Committee, and be responsible to the Committee. The Commodore or his deputy has the right to be an ex officio member of each sub-Committee.

17. COMMODORE'S DUTIES

The Commodore shall take the chair at all meetings of the Club or General Committee and shall perform all other duties required of his office.

18. VICE AND REAR COMMODORES' DUTIES

These Officers will officiate in the absence of the Commodore, according to seniority, and shall at all times assist in the administration of the Club's affairs. The Vice Commodore shall have Racing as his portfolio, and the Rear Commodore shall have the House Committee as his portfolio.

19. SECRETARY'S DUTIES

The Secretary shall:

- (a) Keep minutes of the proceedings at all meetings of the Club and the Committee.
- (b) Read and file all communications and other papers.
- (c) Issue notices of meetings.
- (d) Conduct the correspondence and keep copies of same.
- (e) Keep a register of all Members of the Club.
- (f) Maintain a noticeboard in the Clubhouse, accessible to all members.
- (g) Maintain communication between Committee and members.



General Meetings

20. ANNUAL GENERAL MEETINGS

The Annual General Meeting of the Club shall be held during the month of July. The Secretary shall notify all members in writing at least seven days but not more than twenty-one days prior to the meeting being held. Nominations for all flag officers and general committee members must be lodged with the club secretary no less than 7 days prior to the meeting being held. A list of these nominations must be made available by the secretary upon request. The Commodore shall present a report on the affairs of the Club. The Treasurer shall present a Statement of Income and Expenditure for the previous year, and a Balance Sheet as at 31st May which shall, after audit, be presented to the meeting. The election of officers and matters of Club business will be undertaken.

21. GENERAL MEETINGS

The Secretary shall call a General Meeting when instructed to by the Committee, Commodore, or on the requisition of ten financial members of the Club. Notice of the meeting, together with place, time, date and business, shall be posted to the last known address of each financial member not less than seven days and not more than twenty-one days prior to the date of the meeting. Any requisition shall set out the motions to be considered and handed to the Secretary. If the Secretary does not call a meeting within the prescribed time, the requisitioners may call the meeting according to the prescribed notification.

22. QUORUM

At any General Meeting, ten non-junior members shall form a quorum. If a quorum is not present within thirty minutes of the appointed meeting time, the meeting shall stand adjourned until such time as the Committee may appoint.

23. DECISIONS

At all General Meetings any submitted question shall in the first instance be decided upon a show of hands. Should the result be questioned by any member, the Chairman may require that the question be decided by ballot.

24. VOTING

All votes shall be given personally and not by proxy unless prior permission has been given by the Committee in writing. Only financial, non-junior members have voting rights.

25. CASTING VOTE

At all meetings, the Chairman shall have a casting vote as well as a deliberative vote, should it be required.

Finances and Subscriptions

26. MONEY RECEIVED

All money received by the Club shall be paid forthwith into an account in the name of the Club. The Committee shall appoint three persons, at least one of whom shall be the Commodore, Secretary or Treasurer, any two of whom may operate the account.

27. USE OF FUNDS

The income and property of the Club, from whatsoever source, shall be applied to the promotion of the objects of the Club.

27A. PAYMENTS TO MEMBERS

No member of the Club or any person associated with a member shall participate in, or materially influence, any decision made by the Club in respect of the payment to or on behalf of that member or associated person of any income, benefit, or advantage, whatsoever.

Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being the open market value). The provisions and effects of this Rule shall not be removed from the Rules of the Club and shall be included and implied into any Rules replacing these Rules.

28. SUBSCRIPTIONS AND FEES

All fees for the current year shall be fixed at the Annual General Meeting and become due immediately. No member whose subscription is unpaid after the 1st day of November of that year shall be entitled to take part in any Club activity, nor enjoy any of the privileges of membership.

29. BORROWING

Money may not be borrowed by the Club without the authority of a General Meeting, which may impose such conditions as it thinks fit. In no case may the amount borrowed exceed two thirds of the Club's assets as disclosed in the last audited Balance Sheet.

30. SPECIAL PURPOSE ACCOUNTS



Worsler Bay Boating Club Inc.

Accounts for special purposes may be decided upon at a Special Meeting and operated in accordance with conditions prescribed at the same meeting. Changes to conditions may be made at subsequent General Meetings.

(Rule 30a & 30b removed as per agreement to change at 2019-2020 Season AGM " Rule 30(A) has been replaced by the establishment of the Boat & Beach Wise Trust and Rule 30(B) is no longer required as the rebuild of the club house has been completed and all monies raised expended. Passed unanimously")

31. WINDING UP

- (a) If, upon the winding up or dissolution of the Club, there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to, or distributed among, the members of the Club.
- (b) Such property shall be given or transferred to the Trustees of the Club and shall be used as they think fit for the furtherance of sport in Wellington.

32. THE TREASURER SHALL:

- (a) Collect and account for all subscriptions, entrance fees, and other moneys due to the Club, and pay them promptly into a Club account.
- (b) Pay all accounts under authority of the Committee.
- (c) Furnish a financial statement at the Annual General Meeting and at any other time when requested to do so by the Committee.
- (d) Produce at meetings of the Committee the financial records and any other books or documents showing the true financial position of the Club, together with a complete list of members showing who have and who have not paid their subscriptions, and the amounts owing.
- (e) Otherwise fulfil the duties pertaining to the office.

33. THE AUDITOR SHALL:

Audit the books of account of the Club in June of each year, and shall for this purpose inspect the minute book and all receipts and vouchers held by the Treasurer, and shall append to the Balance Sheet a certificate of its correctness in terms of these records.

34. COMMON SEAL

The Club shall have a Common Seal, which shall be kept by the Secretary, and shall be affixed to documents only in pursuance of a resolution of the Committee. The affixing of the Seal shall be attested by the Commodore, Secretary and Treasurer.

Boat and Property Storage

35. BOAT STORAGE

- (a) Space at the Clubhouse is to be used for boats that take part in regular Club activities. Yearly rents for boats stored at the Clubhouse shall be fixed at the Annual General Meeting.
- (b) Boat storage shall be allocated by the Boatshed Master appointed by the Committee, and will be under their supervision.

36. DISPOSAL OF PROPERTY

Property stored on Club premises in such a way as, in the opinion of the Committee, conflicts with the interests of the Club may be disposed of as follows:-

- (a) The Secretary shall seek from the owner or his agent, by registered letter to his last known address, written instructions as to the disposal of the property.
- (b) If no instructions can be obtained, the Club may sell the property for not less than fair valuation as obtained in writing from a competent person, not a member of the Club. If the value of the property is set above \$50.00, the proposal to sell it shall be advertised in at least two local papers in sufficient detail to allow identification of the owner and the property. The sale may be conducted in any manner determined by the Committee, but may not be to any Officer of the Club.
- (c) Proceeds of such a sale are to be applied: firstly to cover costs of the sale, secondly to cover any arrears incurred by the ex owner, the balance to be paid to the ex owner or if unclaimed, to the Reserve Bank under the Unclaimed Moneys Act.



Racing and Race Management

37. GENERAL

The Race Committee shall have the authorities and duties conferred on Race Committees by the current ISAF Racing Rules of Sailing, YNZ Safety Regulations and Prescriptions, and current ISAF Appendices and RRS Amendments.

The Sailing Instructions for each sailing season shall be prepared by the Race Committee, signed by the Vice Commodore, and displayed on the Notice Board. Prior to the commencement of the season, copies shall be available to all sailing members.

The Race Committee shall appoint experienced persons to act as Officers of the Day and shall delegate to them full powers of selection of course, postponement, cancellation, abandonment and general recall. The name of the Officer of the Day appointed for the day's events shall be posted on the Course Notice Board.

All races shall be under the general management of the Race Committee who shall have absolute control of events, and its decisions shall be queried only by protest to the Protest Committee.

The Race Committee shall appoint a Protest Committee Chairman and a panel of suitably experienced persons from whom the Chairman may convene a minimum Protest Committee of three, including himself.

The Race Committee shall be responsible for selecting Club representatives, where applicable, to National or Regional Trials or Contests and will notify such selections to the Committee.

38. LIFE JACKETS

Each competitor shall wear a life jacket or buoyancy aid at all times while afloat, and failure to comply will result in disqualification from races.

39. ASSISTANCE TO OTHERS

A boat shall render every assistance to any boat or person in peril when called upon to do so or when the need is obvious.

40. RESCUE BOAT

The crew of an assisted boat shall at all times obey the direction of the master of the rescue craft.

Trophies

41. REGISTER

The Committee shall maintain a register of the Club's trophies in which shall be recorded conditions specified by the donor or conditions decided by the Club for their competition. Winning boats and crews will be listed with each trophy.

42. ENGRAVING

Every Club trophy shall be engraved with the name of the winning boat, the name of the skipper(s), and the date of the season of competition.

43. SAFE KEEPING

Unless the donor of a trophy otherwise provides, all trophies remain the property of the Club, and after being presented at the Annual Prize Giving shall be retained on display in the Clubhouse in the care of the Committee.

Club Rules

44. AVAILABILITY

A copy of these Rules is to be supplied to each member of the Club and a copy is to be readily available in the Clubhouse.

45. ALTERATIONS

These Rules shall not be altered, added to or rescinded except at a General Meeting and no addition or alteration shall be approved if it affects any or all of Rules 2 (Objects) (to the extent that the alteration removes the non-profit purposes of the Club), 27(a) (Payments to Members), and 31(a) (Winding Up). The terms of the proposed alterations shall be set out in the Notice of Meeting (refer General Meetings).