#  2023 MRYC Board

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| Executive Board Members |
| Mark Hock | Commodore |
| Trina Eddy | Vice Commodore |
| Jennifer Senish | Rear Commodore |
| Carole Hock | Scribe |
| Gabby Loftus | Purser |
| Extended Board Members  |
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| Bonnie Taggart Mark Reynolds | Web Master At-Large DirectorFleet Captain |
| Don Dewey | Activities-At-Large Director |
| Lori Gianotti | Past Commodore  |
| Jackie HadwinMaureen KayMike LindenJim Whyte | At-Large DirectorAt-Large DirectorAt-Large DirectorAt-Large Director |
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**Club By-Laws**

Revised May 2022

**ARTICLE 1**

**Identification:**

Be it known, the designation of the Club will be: The MacRay Yacht Club.

**PURPOSES:**

The purpose for which the Club is formed is to operate exclusively for pleasure and recreation in fostering and stimulating interest in all forms of boating activities such as:

1. Promoting boating federation and fellowship.
2. Providing social activities and boating information to the members.
3. Educating and informing the members of important information and news relative to boating.

**EQUALITY:**

This Club shall not discriminate against any applicant based on race, color, religion or gender.

**ARTICLE 2**

**DEFINITIONS:**

1. Active Member:
2. Has voting privileges at General Membership Meetings (defined as one vote per membership).
3. Have privileges of the floor at Executive Board Meetings.
4. Defined as “Captain” and “First Mate” on membership application.
5. Family of Active Member:
6. May attend all Club functions.
7. May participate in all privileges of the Club.
8. Defined as active members’ immediate family.
9. Quorum:
10. Executive Board Meeting - majority (51%) of elected Executive Board Officers.
11. General Membership Meeting - majority (51%) of the total number of active members that were in attendance at the last General Membership Meeting.
12. Executive Board:
13. Includes the Commodore, Vice-Commodore, and Rear Commodore.
14. Includes the Scribe and Purser.
15. At-Large Board:
16. Includes the Fleet Captain, appointed by the Commodore, and two (2) active members, approved by the majority of the Executive Board.
17. Extended Board:
18. Includes the Executive Board.
19. Includes the At-Large Board.

**ARTICLE 3**

**MEMBERSHIP/DUES:**

1. Active Member:
2. Must initially complete and sign membership application that contains the signature of at least one (1) currently active member in good standing.
3. Must be at least 21 years of age.
4. Must have paid required annual dues and fees.
5. Must be approved by the majority of the Executive Board.
6. Dues:
	1. The annual dues will be determined by the Board of Directors and approved by a 2/3 vote of the General Membership present at a qualified meeting of the Club or a special meeting called for that purpose. A notice of any proposed dues increase shall be mailed to each member not less than 10 days prior to such meeting.
7. Covers the designated “Captain” and “First Mate”.
8. Payment of Dues:
9. Dues must be paid by January 31 of the year.
10. Any member whose dues are not paid by the last day of February will receive a letter from the Purser advising them that their dues are delinquent.
11. Any member whose dues are not received by March 31 will have their rights and privileges of membership terminated, will have to re-apply for membership, and will be placed on the bottom of any existing waiting list.
12. Dues will cover the period of January 1 through December 31 except for new members joining after August 31.
13. The annual dues will be $275.00. If any current member in good standing pays their dues for the following year by December 31st of the current year, they will receive a $25.00 discount to $250.00
14. New members joining after August 31 will be assessed the $275.00 annual fee which will include membership through December 31 of the following year.
15. Size of the Club:
16. The size of the Club will be limited to 100 active members except as noted in Article 3.4.a.3. If applications for membership exceed 100 members, the selection process will be as follows:
17. First Priority - Prior year members. Payment of dues must be received no later than March 31.
18. Second Priority - Subsequent to the cut-off date in Article 3.4.a.1, new members may be accepted by the Executive Board, based on:
19. Receipt of approved application.
20. Date application was received by the Purser, which will determine order on waiting list (if required).
21. Membership may temporarily exceed limit if multiple submissions are received on the same day.
22. If membership exceeds 100 active members, a waiting list will be established and maintained by the Executive Board. Priority will be based on a first come basis of approved applications.

**ARTICLE 4**

1. Conduct of Meetings:

1. All Meetings will be conducted under Robert’s Rules of Order.
2. General Membership Meetings will take place twice per year.
3. Special Membership Meetings can be called by the Commodore on approval of a majority of the Executive Board or by a request of the majority of active members. Notices of these meetings must be mailed out by the Scribe 14 days prior to the Meeting date.
4. The order of business at all Club meetings will be as follows:
5. Call to Order
6. Introduction of New Members
7. Report of Minutes
8. Report of Purser
9. Committee Reports
10. Old Business
11. New Business
12. For the Good of the Club
13. Program
14. Election of Officers:

Positions subject to annual election by the active membership are as follows: Rear-Commodore, Scribe and Purser.

1. A Nominating Committee will be appointed each year by the Extended Board in August and will be composed of three active non-Executive Board members.
2. To run for office, candidates must be an active member in good standing.
3. Whenever possible, at least two candidates should be nominated for all offices.
4. One month prior to the 2nd General Membership meeting, recommendations of the Nominating Committee will be submitted to the Extended Board for approval.
5. The Scribe must receive nominations from the active members in writing not later than 3 weeks prior to the 2nd General Membership meeting, to be presented to the Extended Board.
6. Active members will be sent a list of officer candidates 2 weeks prior to the 2nd General Membership meeting.
7. Elections will be held at the 2nd General Membership Meeting.
8. Candidates will be elected based on achieving the highest number of votes for the specific office being contested.
9. Absentee ballots will be allowed. Member must request a ballot in writing from the Scribe at least two weeks prior to the 2nd General Membership Meeting. The ballot signed by the active member must then be returned to the Scribe prior to the election.
10. Recall of Officers:

Any elected Club officer may be recalled for cause under the following guidelines:

1. Petition must be signed by 25 percent of all active members.
2. Petition must specify the reason for recall along with documentation.
3. Petition must be filed with the Scribe.
4. Scribe must notify the entire membership of recall election within 14 days prior to the election.
5. Election must occur either at a regularly scheduled General Membership or Special Membership Meeting.
6. A 51 percent affirmation vote of the active members voting at the Meeting shall recall the subject officer.

4. By-Laws (Changing/Amending):

1. Any proposed change, addition or deletion to the by-laws or portions thereof must be made in writing to the Executive Board (format attached).
2. Notice must be made of any motion of change to the by-laws to all active members no later than 14 days prior to the General Membership Meeting. This notification must include the exact wording of the amendment, change, deletion, or addition, as it will appear in the final by-laws as well as wording of the current portion of the by-laws being proposed for change.
3. The amendment must be approved by 2/3 of the active members voting at the General Membership Meeting in order to be adopted.

**ARTICLE 5**

**Ethics/Club By-Law Violations:**

1. All Club members will conduct themselves within generally accepted codes of ethics and/or Club by-laws. Violations of the generally accepted code of ethics or Club by-laws will be handled as follows:
	1. Complaining member must submit a brief summary of the offense, offending member and documentation of the offense to the Executive Board. The action must be supported by at least two other active members.
	2. The Commodore will appoint a Review Committee consisting of three active members to investigate and review the complaint.
	3. The offending member will be notified of the complaint and given 30 days to answer the complaint.
	4. The Review Committee will submit to the Executive Board its findings and recommendations within 60 days of the charge.
	5. The Executive Board on a simple majority vote, may decide on one of the following:
	6. No cause for complaint.
	7. Suspend all or partial Club privileges.
	8. Terminate membership with no refund of dues.

2. Any family member under the legal age who consumes alcoholic beverages at a Club function will be subject to Club discipline.

**ARTICLE 6**

**Terms of Office:**

The term of office for all officers shall be January 1 through December 31 or until successors are elected.

**Succession of Officers:**

1. Following his/her one-year term, the Rear Commodore will assume the position of Vice-Commodore.
2. Following his/her one-year term, the Vice-Commodore will assume the position of Commodore.
3. If the Vice Commodore and/or the Rear Commodore are unable to advance to their new position at the end of their current one-year term, the remaining officer, if any will advance through the succession process and the board will appoint a willing member or members in good standing to fill the open position(s).
4. If the Commodore, and/or Vice Commodore, and/or Rear Commodore are unable to complete their current term(s) anytime during the year, then the remaining officers, if any will immediately advance through the succession process and the board will appoint a willing member or members in good standing to fill the open position(s).
5. If any other members of the Executive Board, the Purser or Scribe, are unable to complete their current term(s) anytime during the year, the board will appoint a willing member(s) in good standing to fill the open position(s) for the remainder of the year.

**Duties of Officers:**

1. Commodore:
2. Preside at all meetings of the Club and assume Chairmanship of the Boards of Directors (Executive and Extended).
3. Enforce the by-laws.
4. Call special meetings of the board when necessary, or upon written request of 3 or more directors. All requests to call such meetings shall specify the object and no other matters will be discussed.
5. Appoint committees and assign board liaisons for those committees.
6. Act as the official representative of the club.
7. Appoint the Fleet Captain for one year.
8. Sign or countersign checks with one of the following: Purser, Vice-Commodore or appointed member of the Executive Board.
9. Attend a minimum of 2 Rendezvous.
10. Report to the Executive board, the minutes and activities of the A.B.Y.A., or appoint a designate to do so.
11. Attend a minimum of 5 regular Board meetings throughout the year.
12. Vice Commodore:
13. Assist the Commodore in the discharge of his/her duties.
14. Officiate in the Commodore’s place in his/her absence.
15. Sign or countersign checks with the Commodore, Purser or appointed member of the Executive Board.
16. Attend a minimum of 2 Rendezvous.
17. Attend a minimum of 5 regular Board meetings throughout the year.
18. Attend Committee meetings, assigned by the Commodore, and report to the Board.
19. Serve as the coordinator of the activities of the Chairman of the Committees assigned by the Commodore.
20. Rear Commodore:
21. Assist the Commodore and Vice Commodore with their duties.
22. Officiate at meetings in the absence of the Commodore and Vice Commodore
23. Serve as Chairman of the Ship Store.
24. Attend a minimum of 2 Rendezvous.
25. Attend a minimum of 5 regular Board meetings throughout the year.
26. Attend Committee meetings, assigned by the Commodore, and report to the Board.
27. Scribe:
28. Take the Minutes at each meeting.
29. Read previous Meeting Minutes at each meeting.
30. Handle all correspondence.
31. Maintain orderly membership files.
32. Notify membership of upcoming events, meetings, activities, etc.

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1. Purser:
2. Keep an accurate account of all Club assets and liabilities.
3. Pay all Club bills in a timely manner.
4. All checks may be signed by either the Purser, Commodore, or Vice Commodore.
5. All major expenditures submitted to the Purser for payment must be pre-approved above $500 per event by the Executive Board. Normal operating expenses (less than $500 per event) can be approved by the Purser.
6. Submit a monthly and annual Financial Report to the Executive Board and General Membership.
7. Prepare and file with the proper authority all government reports, forms, etc. as required by law.
8. Ensure that all appropriate documents have been changed upon retirement or termination from office

**ARTICLE 7**

**Executive Board:**

1. The Executive Board shall consist of the Commodore, Vice Commodore, Rear Commodore, Scribe, and Purser.
2. Voting privileges in Board related matters are vested with the Executive Board members.
3. Schedule of Meetings
4. Unless otherwise ordered by the Executive Board, regular monthly meetings of the Extended Board shall be held between September and April, inclusive.
5. Special Meetings of the Executive and/or Extended Boards can be called by the Commodore or by request of at least three members of the Extended Board.
6. Duties Include:
7. Overall supervision of the Club.
8. Making recommendations to the membership.
9. Developing and proposing the activity schedule for the Club.
10. Performing the duties specified in these by-laws.
11. Nominating and electing two (2) members of the At-Large Board.
12. Nominating and confirming by majority vote any replacements to the Extended Board as a result of any resignations/terminations
13. Approving by majority vote applications of all new members.
14. Acting in compliance with the orders of the General Membership, with none of its actions being in conflict with those directed by the General Membership.

**Extended Board:**

1. The Extended Board shall consist of the Executive Board and At-Large Board members.
2. At-Large Board members serve as advisors to the Executive Board.
3. Duties of the Extended Board include the development of ideas, issues and positions upon which the Executive Board is authorized to take action.

**ARTICLE 8**

**Termination of the Club:**

In the event that this Club should terminate, all assets owned by the Club will be donated to a non-profit organization that qualifies under IRS Section 501(c)(3) as determined by the majority of the Executive Board at the time of termination.

The decision to terminate the Club will be made by 2/3 of the active members at a General or Special Membership Meeting. Notification of the proposed action must be made to the active members by the Scribe fourteen days in advance of such meeting.

**STANDING RULES**

1. The Club Roster cannot be used for solicitation or to mail advertising that is not Club business. The Roster is for Club members’ use only as a communication to reach other members.
2. All dues must accompany the membership application for all new members and reinstated members. This will not apply to applicants being placed on a waiting list.
3. All advertising must be paid for in full prior to printing of any information containing that advertising.
4. An emergency phone list will be established and maintained by the Scribe to be used in case of an emergency as deemed by either the Commodore or Executive Board.
5. The Scribe shall have available at each General Membership Meeting, a copy of the Minutes of the prior Executive Board Meeting. These Minutes are to include a list of members of the Executive Board in attendance, absent, or excused from said meeting.
6. Only checks, money orders, or Venmo (with 3.8% upcharge) will be accepted for all Club functions

.**CRUISE RULES**

**Definition:**

A cruise is any event that is sponsored by the MacRay Yacht Club, defined as part of the Club Calendar of Events.

**Cruise Announcement/Sign up:**

The cruise schedule for the upcoming year will be distributed to the membership as part of the Calendar of Events no later than the March General Membership Meeting.

Member reservations will be accepted beginning with the March General Membership Meeting until the cruise closing date, or until the cruise is full.

A waiting list will be established for those members that want to make a reservation for a cruise which has filled up.

Guest reservations may be accepted after the March General Membership Meeting until the cruise is full. The decision to allow guest boats to participate in a cruise is the responsibility of the Cruise Captain.

Reservation cancellations will be accepted until the cruise closing date and only by the person who holds the reservation. The cruise closing date shall be set by the cruise captain and shall be no less than 10 days prior to the cruise. Refunds after the closing date shall be at the cruise captain’s discretion if a replacement boat has filled the cancellation.

**Cruise Captain Requirements:**

Provide a description of the cruise to the Fleet Captain prior to the March General Membership Meeting.

Coordinate the overall trip planning including sign up activities at the March General Membership Meeting.

Maintain a list of the members attending the cruise as well as any waiting list for the cruise.

Coordinate deposit requirements with the members and the Purser.

Establish the closing date after which no further reservations will be accepted.

Determine the guest policy for the cruise.

**Cruise Deposits:**

A check must accompany each reservation for cruises that require a deposit.

Deposits will not be refunded after the cruise closing date unless no liability was incurred as a result of the cancellation of the member from the cruise.

Cruise no-shows will be billed for any expense incurred by the Club that was not covered by their deposit.

All deposits will be returned as soon as possible but not later than the October General Membership Meeting.

**Cruise Additions:**

Additions to the cruise schedule must be approved by the Fleet Captain. The Fleet Captain will establish the procedure to be followed for the addition of cruises after the March General Membership Meeting.

**Other Items:**

If an individual cruise participant organizes a non-Club sanctioned activity on a cruise, that person has the responsibility to notify the Cruise Captain and those on the cruise, prior to the event, of the approximate cost and option to participate.

# The MacRay Yacht Club, Inc.

# Proposed Change to By- Laws/Rules

**BY-LAWS:**

Current Wording:

Proposed Wording:

**STANDING RULES:**

Current Wording:

Proposed Wording:

**CRUISE RULES:**

Current Wording:

Proposed Wording: