

GIPPSLAND LAKES YACHT CLUB INCORPORATED

BY – LAWS

1.0 MEMBERSHIPS

- 1.1 Membership shall be granted to any person who makes application on the proper form, is approved for membership by the GLYC Committee, and pays the prescribed fee. The exceptions are Life and Honorary Memberships which are conferred by the Club.

The type of Membership determines the payment required and the number and category of Members it includes.

Membership Type	Age limit	Ongoing membership	Payment required	Member Categories	Other criteria
Life	18+	Y	N	Life and Senior for partner	1.3.1
Senior	18+	Y	Y	Senior	
Student	18-24	Y	Y	Student	1.2.1
Junior	5-17	Y	Y	Junior	
Family	5+	Y	Y	Senior, Senior for partner, Junior for children under 18	1.2.2
Social	18+	Y	Y	Social	
Training	5+	N	Y	Training	1.2.3
Sailability	5+	N	Y	Sailability	1.2.4
Honorary	18+	N	N	Honorary	1.3.2

- 1.2 Additional criteria applying to Memberships:

- 1.2.1 Student – is for a person who, in the opinion of the Committee, is a full time student aged between 18 and 24 years at the start of the membership year
- 1.2.2 Family – is for persons who, in the opinion of the Committee, are a family group comprising, 1 or 2 adults eligible to be Senior members, and any children eligible to be Junior members at the start of the membership year
- 1.2.3 Training – is for a person recommended by the Training Officer to the Committee for the duration of the training program/s within the season
- 1.2.4 Sailability – is for a person recommended by the Sailability Officer to the Committee for the duration of the Sailability program/s within the season

- 1.3 Memberships not requiring fees are:

- 1.3.1 Life – A person who has rendered outstanding valuable service to the club may, upon unanimous recommendation of the Officers and Committee, and upon confirmation by the unanimous vote of the members at a general meeting, be granted a Life Membership of the Club. This membership is ongoing, and includes a partner who is eligible to be a Senior member.
- 1.3.2 Honorary - The Committee may grant an Honorary membership for the current year to:
- Any person in the opinion of the Committee worthy of the honour,
 - Any member whom the Committee deems to be of necessitous circumstances

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2.0 MEMBER CATEGORIES

- 2.1 All Members and Visitors can use the facilities of the Club which include use of the loft, main hall, bar when open, change rooms and boat launching and rigging areas.
- 2.2 The additional privileges applying to Member Categories are as follows. The right to race, store boats, and have a Club key is further subject to the policies and procedures applying to these activities.

Member Category	Hold Office	Vote	Race	Store Boats	Club Key
Life	Y	Y	Y	Y	Y
Senior	Y	Y	Y	Y	Y
Student	Y	Y	Y	Y	Y
Junior	N	N	Y	Y	Y
Social	N	N	N	N	Y
Training	N	N	Y	N	N
Sailability	N	N	N	N	N
Honorary	N	N	N	N	Y

2.3 Visitors

The following Member Categories allow visitors to use club facilities as per 2.1

2.3.1 Temporary Member

A Temporary member is any person who is participating in a major sailing event and is a member of another Affiliated Club or Class Association. The Committee shall issue a Member Card to the person, which includes the period of membership, and maintain a record of cards issued. Temporary Members shall have no claim to, or interest in, the funds or property of the Club.

2.3.2 Guest Member

Any person visiting as a guest of a Member or Temporary Member shall sign the Members Guest Register located in the foyer of the Club for any particular day or occasion. The Member introducing the guest shall also sign the Register and be responsible for the guest at all times.

3.0 OBLIGATION OF MEMBERS

- 3.1 All members are subject to the Statement of Purposes, Rules of Association, By-Laws, Policies and Procedures of the Club.
- 3.2 No member shall give or use the address or premises or use the fact that they are a member of the Club in any advertisement or enterprise (sporting or otherwise), or use the Club's address or premises for business purposes, without permission of the Committee.

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4.0 MEMBERSHIP YEAR

The Club membership year shall commence on the 1st day of July. The Annual General Meeting shall be held within 21 days of the Club year commencing in order to provide sufficient time for membership renewals to be issued and paid before the sailing season starts.

5.0 PAYMENT OF PRO-RATA SUBSCRIPTIONS

5.1 Any new member elected after the 1st January and before the 30th April shall pay half the current rate of annual subscription for the remainder of the membership year. Any new member elected after the 30th April and before the Annual General Meeting shall not be required to pay a subscription for the existing membership year and their subscription period shall commence from the start of the new membership year.

5.2 On cessation of membership any fees and other moneys paid may be reimbursed on a pro-rata basis at the discretion of the Committee upon application to the Committee.

6.0 ARREARS OF SUBSCRIPTION

6.1 Membership renewal (including boat storage) invoices shall be issued by 31st July of the new membership year. Any member shall be deemed to be in arrears of any payments due, if payment has not been received by 31st August.

6.2 Once a Member is in arrears a final notice shall be given in writing stating the following:

- Payment is required by 31st September,
- Payments received after 31st August are subject to a 5% late fee or a fee set by the Committee; and
- If payment is not received by 31st September membership shall cease along with all rights unless the Committee has received a satisfactory explanation in writing for the failure to pay.

6.3 All subscriptions and other moneys due to the Club on resignation, cessation of membership or termination of membership, shall be considered a debt due by that person to the Club.

7.0 CLUB DEBENTURES, ETC.

The Committee shall have the following authorities and powers, namely:

7.1 To borrow or raise money or to secure the repayment of any debt, liability or engagement incurred, undertaken or entered into by the Club by the issue of or upon bonds, debentures, bills of exchange, promissory notes or other obligations or securities of the Club or by way of overdraft or by mortgages or charge of any, or any part of, the property and assets of the Club.

7.2 To give any Guarantee in relation to or secure the payment of any debentures, bonds, contracts, mortgages, obligations or securities.

7.3 To draw, make, accept, endorse, discount, execute and issue promissory notes,

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bills or exchange, warrants, debentures and other negotiable or transferable interests.

- 7.4 To invest and deal with the moneys of the Club not immediately required upon such securities and investments and generally in such manner as may from time to time be determined.
- 7.5 To undertake and execute any trusts which may seem to the Club conducive to any of its objects.
- 7.6 To do all such other things as are incidental or conducive to the attainment of the above objects

8.0 AUDIT AND AUDITORS

Once at least in every year the accounts of the Club shall be examined and the correctness of the working account and balance sheet ascertained by one or more Auditor or Auditors. The Auditor or Auditors shall be appointed at the Annual General Meeting, for the next twelve months.

9.0 PUBLIC OFFICER

- 9.1 If the position of Public Officer becomes vacant, the Committee shall appoint a new Public Officer within 14 days, who is a member of the Club, at least 18 years old and resides in the State of Victoria. The Public Officer shall comply with all statutory obligations of the incorporated association.
- 9.2 The name of the Public Officer shall be recorded at the first Committee of Management Meeting following the Annual General Meeting.

10.0 CLUB PROPERTY

- 10.1 The property of the Club, subject to its liability, shall belong to the members for the time being but no member, by reason of their membership, shall have any transmissible or assignable interest therein by operation of law or otherwise.
- 10.2 No member shall remove from the Club premises anything belonging to the Club without first obtaining permission from the Committee. If any member fails to return or shall injure any property of the Club, they shall either replace it or pay the value thereof to the Club.
- 10.3 Any member damaging, or, in the opinion of the Committee, responsible for damage to Club property, shall be liable for such amounts as the Committee may determine, and shall pay same within one month of the post date of a written notice.

11.0 PERPETUAL TROPHIES

- 11.1 On the donation of a perpetual trophy the Committee shall in conjunction with the donor, draw up a Deed of Gift agreeable to both parties stating the purpose and the conditions for which it is to be contested.
- 11.2 The Perpetual Trophy being the property of the Club may not be disposed of by any

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member, Committee or meetings of members unless there is a unanimous vote to that effect at an Annual General Meeting. The Perpetual Trophy shall at all times remain in the Clubhouse, except for necessary repairs, cleaning or engraving.

- 11.3 Any changes to the Deed of Gift shall only take effect after consultation and agreement between the GLYC Committee and the donor or their representatives/s.

12.0 CLUB HOUSE

Any gear or article left or abandoned about the premises of the Club, or on the Club site for more than three months, and for which the owner cannot be found, shall be forfeited and may be disposed of by order of the Committee after one months notice posted on Club Notice Boards and in the Club magazine or newsletter, and the proceeds shall go into the Club funds. Disposal of such items shall be at the discretion of the Committee.

13.0 KEYS

Keys to the club shall be allocated to eligible members in accordance with the GLYC Key Distribution policies and procedures. In general terms:

- 13.1 The keys of the Club are the property of the Club and no member shall use any key that has not been issued by the Club.
- 13.2 Keys may be obtained by eligible members on application on the relevant form to the Secretary or authorised deputy and payment of the prescribed fee set by the Committee. Issuing of keys to Juniors and Honorary members shall be at the discretion of the Committee.
- 13.3 If membership lapses any key issued to that member must be returned to the Secretary or authorised deputy. Key allocation shall be recorded in the Club record system.

14.0 BURGEE

The Club Burgee shall be a white pennant with St Georges Cross superimposed on a blue cross.

15.0 OFFICER PENNANTS

The Commodore's flag shall be the Burgee with swallow tail. The Vice-Commodore's shall be the same flag with one blue disc in the lower canton, the Rear-Commodore's the same flag with two blue discs in the lower canton and the Past Commodore's the same flag with a black cross in the lower left canton.

16.0 BOAT STORAGE

Undercover boat storage, moorings, and hardstand shall be allocated to eligible members in accordance with the GLYC Boat Storage policies and procedures. Members allocated a wet berth or hard stand site shall sign an agreement, pay the prescribed fee/s and comply with the terms and conditions.

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17.0 NON SMOKING AREAS

All the inside areas of the club house, boatshed, breezeway, change rooms and outside areas within 4 metres of a door or opening window and any point of refuelling are designated as Non Smoking Areas.

18.0 HIRE OF FACILITIES

The right to hire the Club facilities is subject to GLYC receiving an application in the required form signed by the proposed hirer undertaking to comply with the Conditions of Hire.

19.0 CONDUCT OF RACES

Sailing races shall be conducted in accordance with the Season Calendar and the relevant Notice of Race, and Sailing Instructions. Members who are not eligible to race will be accorded Visitor status. Eligibility is as follows:

All Entrants		GLYC Member			Visitor	
Race Type	Race Entry Form required	Skipper requires race privilege as per 2.2	Crew requires race privilege as per 2.2	Entry fee required	N ^o of races as visitor or GLYC social member	Entry Fee required
CR	Y	Y	Y	N	3	Y
CE	Y	Y	Y	Y	N ^o in event	Y
CS	Y	Y	N	N	3	N

Where: CR means - Club racing conducted at weekends including Championship, Divisional, Trophy and special races as per the sailing calendar.

CE means - Club regatta event where non club members are invited to compete

CS means - Club social events which are primarily social racing Includes Twilight, Tuesday pm and designated cruises

20.0 GLYC DOCUMENTS

The Committee shall maintain a register of approved documents that are used to manage the affairs of the Club. This register shall list the document name, version number, location and member access rights. The register and documents shall be made available to members on request in a readily accessible form.