

BY-LAWS OF SAFETY BEACH SAILING CLUB INC.

Approved December 2007

Revised August 2015

Revised July 2019

INTRODUCTION

In general the By-Laws of the Association give substance to any and all areas of the Constitution needing workable detail, filling in a lot of the Constitutional generalities and vague phraseology.

The By-Laws are the second of the legalistic trilogy from which all like organisations, large and small derive their authority of entity and operations. The Constitution is the overall framework, the By-Laws supply the majority of the details and the system of Executive Committee minutes, duly passed and promulgated, is the day to day operating arm.

The By-Laws of the Association are governed by and may be changed by the elected Executive Committee as required.

It is squarely on these three levels of authority the effective government and hence the foreseeable future management of the Safety Beach Sailing Club rests. If any of these levels are impracticable, or unworkable in the normal course of events then consideration should be given to making them practicable and workable, but they should never be modified or eliminated simply to satisfy a particular sectional interest, whose short term goals are inconsistent with the long term club objectives.

1. The building of the Safety Beach Sailing Club, Coast Guard and Community Centre is governed by the Memorandum of Understanding presided over by the Committee of Management which is represented by the Mornington Peninsula Shire and Tenants of the building.

2. MEMBERSHIP CATEGORIES

2.1 SENIOR

- a) A Senior Member shall be in respect of a person of or over the age of twenty one (21) years at the commencement of the Association Year (July 1).
- b) Such Member shall be entitled to one (1) vote per item of business transacted at meetings of the Association, to hold those offices for which they are eligible, and enjoy all the privileges and obligations of membership.

2.2 FAMILY

- a) Members of a family unit who are part of the one household are eligible for election as Family Members.
- b) A family unit shall comprise a husband and/or wife and/or partner and/or all children eligible for election as Junior or Student Members.
- c) Both partners being Senior Members and part of the one household shall be eligible to vote at Association meetings.
- d) Junior Membership fees shall not be payable for Junior Members who are children, or dependants of a Family member and part of the same household.

2.3 LIFE MEMBERSHIP

- a) Life Membership is the highest accolade the Association can extend to any Member therefore considerations for awarding the accolade should not be entered into lightly.
- b) Any member inscribed on the Register of Members as being eligible to vote may propose or second the nomination of another Member of the Association for Life Membership.
- c) Each nomination must be accompanied by a detailed written resume of achievements and reasons the nominee is considered eligible for Life Membership.
- d) Nominations will be carefully considered by the Executive Committee and provided no more than two (2) objections appear after a secret ballot, Executive Committee shall recommend the nomination

to the next Annual General Meeting of the Association, at which a simple majority of eligible voters present will confirm the award.

e) Life Members are entitled to enjoy all privileges of Association Members without the payment of Annual Subscriptions.

f) Life Membership is conferred on the Member and their Partner for the lifetime of both, thus making both eligible to vote at all meetings of the Association.

2.4 ASSOCIATE MEMBERSHIPS

As per the Constitution, Associate Members do not have voting rights nor are eligible for election to the Executive Committee. However, this does not stop an Associate member being on a subcommittee, if the Executive Committee considers it appropriate.

Associate members may, subject to the above restrictions, enjoy all other privileges of the Association.

2.4.1 JUNIOR

a) A Junior Member shall be under the age of twenty one (21) years at the beginning of the Association year.

b) Junior Members shall only be entitled to vote for and hold office of Junior Committee where formed.

c) Junior Members shall be eligible for Senior Membership on payment of the appropriate Annual Subscription at the commencement of the Association year next after their attaining the age of twenty one (21) years.

d) Subject to the discretion of Executive Committee and any applicable licensing laws, Junior Members may enjoy all other privileges of the Association.

2.4.2 STUDENT

a) Student members shall be over the age of twenty one (21) years but under the age of twenty-three (23) years at the beginning of the Association year.

b) Applications shall be made in writing and the applicant will need to satisfy the Executive Committee of their full-time student status.

2.4.3 BOAT CREW

a) Boat Crew Members are those persons over the age of twenty one (21) years at the beginning of the Association year, who wish to crew in Keel Boat racing at SBSC.

b) Boat Crew Members may apply for one Kayak storage space only.

2.4.4 HONORARY MEMBERSHIP

a) Any two Members of the Executive Committee may appoint a person or persons as Honorary Members of the Association for periods from one (1) day to one (1) year.

b) Such Membership will be for a fixed period and if in excess of three (3) consecutive days will be subject to confirmation at the next Executive Committee Meeting.

c) Honorary Memberships shall terminate on expiration of the fixed period but in any case at the end of the Association year.

d) Honorary Members do not pay fees or subscriptions, but are eligible to participate in Association activities.

2.4.5 SOCIAL MEMBERS

a) Social Members are those persons of or over the age of twenty one (21) years at the beginning of the Association year, who wish to avail themselves to the facilities of the Association.

b) Social Members seeking Senior Membership shall, if successful, pay the pro-rata difference for the current year between the two subscriptions.

c) Social Members are not permitted to compete in any Association controlled or sponsored competitive sporting event for which any capitation fee is payable by the Association.

d) Social Members may apply for one Kayak storage space only.

2.5. MEMBERSHIP FEES

2.5.1 New members who join the Association during the sailing season (October to May) shall pay 50% of the Annual Subscription, as determined by Executive Committee, from the 1st March, for the first year.

2.5.2 The Executive Committee may, from time to time, initiate special entitlements for membership for the benefit of the Association.

2.5.3 Joining Fees

Joining fees may be implemented from time to time and the amount determined by Executive Committee.

3. LEAVE OF ABSENCE

3.1 Any Member anticipating absence from their usual abode for a significant portion of a membership year, may make written application to Executive Committee for Leave of Absence from the Association.

3.2 Terms and conditions will be at the Executive Committee's discretion and the Executive Committee's decision will be final.

3.3 Members granted Leave of Absence shall receive all Club Notices via e-mail.

4. BOAT STORAGE

4.1 Fees for boat storage shall be determined by Executive Committee.

4.2 Members seeking storage for their boat must submit a 'Boat Storage Application' form to Executive Committee. Once this is approved by Executive Committee and the relevant storage fee paid members are able to store; -

a) Boats and/or beach trolleys in the racks and locations allocated within the fenced boat compound provided always all items so stored are completely secured against the action of winds and weather and;

b) Spars (masts and booms only) in the rack(s) within the allocated storage area provided always each item so stored is clearly marked with the sail number of the boat to which it belongs.

4.3 All items stored must be clearly labelled with permanent markings and will include owner's name and phone contact details.

4.4 No item is to be re-located from its allocated position(s) unless prior written permission has been obtained from Yardmaster.

4.5 Boats stored in the boat-yard must be kept on the supplied racks, beach trolley, boat rollers or similar. Some boats may be allocated storage on the grassed area during the summer season only. These boats must be securely tied down using the hard points provided.

4.6 Only boats that have storage fees paid and been allocated a position by the yardmaster are allowed to be stored in the boat-yard.

5. STORAGE – MASTS STEPPED

5.1 Limited space is available for yachts requiring storage with masts stepped. Application must be made in writing to the Executive Committee for approval.

5.2 An approved Mast Baffle must be fitted.

5.3 Storage fees will be determined by Executive Committee.

6. OWNER ONUS APPLIES

All craft, associated equipment, clothing and valuables stored or left in the club yard or buildings is at the owner's risk

7. RESCUE VESSELS

7.1 Only licensed and authorised persons are permitted to drive or be designated as the person in charge of a rescue vessel.

7.2 Children between the ages of 12 to 16 are permitted to drive the rescue vessels if licensed and accompanied by an adult that is licensed and authorised to be in charge of the rescue vessel.

7.3 Juniors between the ages of 16-18 are permitted to drive the rescue vessels if licensed and given authorisation by the Executive Committee or their representative.

7.4 Club rescue vessels must always be adequately crewed i.e.:

An authorised person in charge

A crew person

It should be noted THESE ARE CONSIDERED MINIMUM REQUIRMENTS.

7.5 Minimum requirement for racing is as follows

a) For OTB course racing, two adequately crewed rescue vessels are required

b) For OTB twilight racing, one adequately crewed rescue vessel is required

c) For Keel Boat and Trailable races, no rescue craft are required

8. SAIL TRAINING VESSELS

8.1 Training vessels are to be used as directed by the Executive Committee.

8.2 Any damage caused to Club Training Vessels may, by the direction of the Executive Committee, be the responsibility of the borrower.

9. RACE ENTRY (VISITORS) FEES

9.1 Race Entry (or Visitors) Fees, as determined by the Executive Committee, shall be paid BY ALL YACHTS (Members and Visitors) competing at or sailing under the auspices of SBSC Inc.

9.2 Visitors crewing SBSC registered yachts in any competitive event or activity shall obtain a free SAIL PASS available on the Safety Beach Sailing Club website.

9.3 Any one Visitor is permitted to crew on a MAXIMUM of SIX (6) occasions, after which – if they wish to sail at SBSC they will be required to become a Member of the Association in the appropriate category.

10. NON-MEMBER VISITORS OR GUESTS

10.1 Any visitor or guest MUST be introduced and accompanied by a Member of the Association. The name, address, and date of visit must be entered in the Visitors' Book provided in the Club Room. The accompanying member shall countersign the entry in the Visitors' Book.

10.2 A Member introducing a visitor shall be responsible for the visitor's conduct whilst on the premises and shall ensure that the visitor leave the premises immediately upon being requested to do so by a Member of the Executive Committee.

11. BUILDINGS

11.1 All doors and windows must be closed and locked by the last Executive Committee Member or their delegate when leaving any building of the Club at any time.

12. CONTROL TOWER

12.1 The Control Tower is out of bounds except for Executive Committee Members, Members of the Sailing Committee and those members rostered to work specifically in this area on a particular day.

13. KITCHEN & CATERING

13.1 The kitchen is a restricted area of the club building and is only to be used by the Caterer and his staff for functions being held at the club.

14. LIQUOR LICENCE RESTRICTIONS

14.1 Members cannot bring their own alcohol to any part of the club premises or grounds.

14.2 Alcohol can only be consumed by members and their guests of legal drinking age who have paid their membership and signed their guests in at the bar.

14.3 Only alcohol purchased from the bar can be consumed within the licensed areas of the club.

14.4 The licensed areas of the club include:

Northern Balcony (Before 11.00pm ONLY)

Western Balcony

Main Clubhouse Area

South Western Community Room

14.5 Liquor cannot be purchased after 12.00 midnight.

14.6 Liquor cannot be consumed on the Northern Balcony after 11.00pm. Members will not be allowed access to the Northern Balcony after this time.

14.7 Members must leave the club in a quiet manner, ensuring they don't gather in the car park too long. Members are requested to leave the club as quickly as possible to avoid complaints from local residents about excessive noise.

14.8 The bar may be opened from 11.00am onwards at the operator's discretion

15. CHANGE ROOMS AND TOILETS

15.1 Change areas and toilets must be left clean and tidy after use. The Club is not responsible for the loss of clothing or valuables left in the change rooms. Any items of value that are lost should be reported to a member of Executive Committee.

16. SMOKING

16.1 All Club premises and Rescue Vessels have been declared SMOKE FREE AREAS. Smoking in these areas is therefore PROHIBITED.

16.2 A suitable designated smoking area will be determined by Executive Committee.

17. PETS

17.1 Pets are not allowed in any Club buildings and must be controlled on a leash by a Member in any of the Club surrounds.

18. REMOVAL OF PRIVATE PROPERTY FROM THE CLUB

18.1 All articles of clothing, valuables, sailing equipment and personal possessions must be removed from the Club at the conclusion of the daily activities, with the exception of boats and spars for which storage has been paid.

19. GATES

- 19.1** All gates to the yards must be closed at all times after use and locked by the last Member leaving the club surrounds at the conclusion of the daily activities.
IF YOU ARE UNSURE IF YOU ARE THE LAST, LOCK IT.
- 19.2** Members unlocking storage areas on days other than programmed sailing days must lock all gates when not in the immediate area.

20. MOTOR VEHICLE AND TRAILER PARKING

- 20.1** Boat trailers are not to be stored in the boat yard at **ANY TIME**.
- 20.2** Cars are not allowed into the boat-yard unless involved with the delivery or removal of boats to the boat-yard. Cars **MUST** be removed immediately following boat drop off, maximum of 5minutes per drop off.
- 20.3** Trailers used for delivery of boats to and from the boat-yard must be removed as soon as practicable

21. PUBLIC AREAS

- 21.1** Members are reminded the Club Lease only extends to those areas bounded by our building lines and security fencing.
- 21.2** Other areas we “use” are Public Land, and must always be available for and accessible to the public.
- 21.3** Motor vehicles, trailers and/or any other equipment **MUST NOT BE LEFT TO BECOME A HAZARD OR AN OBSTRUCTION ON OR TO PUBLIC ACCESS WAY.**

22. POLICIES & GUIDELINES

Ref Appendix 1 – Human Rights at SBSC.

1. Equality Policy
2. Harassment and Discrimination Policy
3. Sexual Harassment Policy
4. Violence and Bullying Policy
5. Grievance Procedure