



Eaton's Light Yacht Club

**By-Laws
of the
Organization**

(Revised 2009)

EATON'S LIGHT YACHT CLUB BY-LAWS (version: 2009)

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ARTICLE I - NAME AND OBJECTIVE

Section 1. This corporation shall be known as the Eaton's Light Yacht Club, Inc., in accordance with its Certificate of Incorporation dated August 27, 1976.

Section 2. The purposes for which it is formed are: to promote interest in yachting and foster good fellowship and safety in boating; to promote the science of seamanship and navigation; and to provide and maintain a suitable clubhouse and anchorage for the use and recreation of its members.

ARTICLE II - BURGEE AND FLAGS

Section 1. The Club Burgee shall be a pointed flag, the hoist to be two-thirds of the length. The device shall be a blue letter "E" on a white background adjacent to a red triangle.

Section 2. The personal flags flown by flag officers of the Club shall be those commonly accepted as standard by yacht clubs of the United States.

ARTICLE III - MEMBERS

Section 1. Qualifications

Any person 21 years of age or over shall be eligible candidates for membership, subject to the following qualifications, except in the case of Honorary Members.

- A. Total membership may be limited by the Board of Trustees.
- B. A minimum of 55% of the current year's regular membership shall consist of present and/or past residents of Asharoken and/or Eaton's Neck.
- C. Any Regular Member in good standing may propose a candidate for regular membership with the endorsement of one other Regular Member.

Section 2. Classifications

- A. **Charter Member.** A Regular Member of the Club elected prior to July 4, 1976, with all the privileges and obligations of regular membership.
- B. **Regular Member.** A qualified candidate becomes a Regular Member upon payment of the Initiation Fee and Annual Dues. A Regular Member, spouse and unmarried children living at home shall be entitled to all the rights and privileges of a regular membership, including the right to hold office and participate in all Club-sponsored activities. Each regular membership shall constitute a single vote.
- C. **Senior Member.** Any Regular Member in good standing for more than two consecutive years over the age of 60, may request the Board of Trustees to change the status of membership to that of Senior Member. Senior Membership shall have all the privileges and obligations of a Regular Member, except Annual Dues, which will be at a reduced rate to be established annually by the Board of Trustees.
- D. **Honorary Member.** Any person whom the Club may wish to honor may be elected to Honorary Membership by unanimous vote of the Board of Trustees. Such membership shall be for the period of one year ending December 31, and the Honorary Member shall not be entitled to hold office or vote, nor have any interest in any of the property or assets of the Club. Honorary Memberships shall not exceed three in number in any one year. Such memberships shall be free of Initiation Fee and Annual Dues.

Section 3. Member and Yacht Registrations

- A. Upon election to membership, a member number will be assigned and entered in an official log of members, in the order of election.

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- B. Club members shall register their yachts, and shall notify the Secretary of any change of status.

Section 4. Member in Good Standing

A member in good standing shall be a person of good moral character whose membership has not been revoked, suspended or terminated and who is not in arrears of payment of assessments and/or Annual Dues.

Section 5. Initiation Fee, Assessments, Annual Dues and Indebtedness

- A. Initiation Fee and Annual Dues for the forthcoming year shall be determined by the Board of Trustees prior to or at their October meeting.
- B. Initiation Fee and Annual Dues of a new member shall be payable in full within 60 days notification of election to membership or his/her election shall be deemed nullified.
- C. Annual Dues shall be deemed in arrears on March 1 of each year. Suspension will begin as of March 1. The period of suspension will terminate upon full payment of dues and a 10% penalty. All payments must be paid prior to the Annual Meeting or the party will be treated as a new candidate for membership.
- D. Assessments, if any, may be levied on all classes of membership, by majority vote of the Club membership.
- E. All other financial obligations owed to the Club are due within 60 days of the incurrence of the debt by the member, or further credit shall be suspended.

Section 6. Discipline

Upon written complaint of one or more Regular Members, the Trustees shall investigate the circumstances connected with the alleged misconduct of any member. Notice of such complaint, together with a statement of the charges to be preferred against the member complained of, shall be sent to such member at least one week prior to the meeting at which such complaint will be considered by the Board of Trustees, and an opportunity to be heard shall be given at such meeting. A member may be suspended or expelled for conduct injurious to the character or welfare of the Club by a two-thirds vote of all Trustees.

The above procedure shall apply for removal of Trustees from their term of office due to poor performance.

Section 7. Resignations

The resignation of any member shall be by written notice to the Secretary, and shall be effective upon acceptance by the Board of Trustees. A member resigning or otherwise ceasing to be a member, forfeits all interest in Club assets and property.

ARTICLE IV - OFFICERS AND DUTIES

The officers of the Club shall be the Commodore, Vice Commodore, Rear Commodore, Secretary and Treasurer. The flag officers shall be the Commodore, Vice Commodore, and Rear Commodore.

Section 1. Commodore

- A. It shall be the duty of the Commodore to take command of the fleet, to preside at meetings, and to enforce the laws and regulations of the Club.
- B. The Commodore shall appoint the chairpersons of all Standing Committees and any special committees deemed necessary, and shall be ex-officio member of all committees, except the Nominating Committee.
- C. The Commodore shall appoint a Fleet Captain, Fleet Surgeon and Fleet Chaplain.
- D. The Commodore has the power to remove any committee chairperson or fleet officer.

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- E. The Commodore has the power to call special meetings of the Board of Trustees.

Section 2. Vice Commodore

- A. It shall be the duty of the Vice Commodore to assist the Commodore in the discharge of his/her duties, and to officiate in his/her absence.
- B. The Vice Commodore shall be responsible for the Membership, House and Law Committees and for coordinating their activities. The Vice Commodore shall be liaison between these committees and the Board of Trustees.

Section 3. Rear Commodore

- A. It shall be the duty of the Rear Commodore to assist the Commodore and Vice Commodore in the discharge of their duties, and to officiate in their absence.
- B. The Rear Commodore shall be responsible for the Boating Activities and Boat and Yard Committees and for coordinating their activities. The Rear Commodore shall be liaison between these committees and the Board of Trustees.

Section 4. Secretary

- A. It shall be the duty of the Secretary to assist the flag officers in the discharge of their duties, and to officiate in their absence.
- B. The Secretary shall keep minutes of the Club meetings and maintain custody of all reports and documents connected with the proceedings of the Club.
- C. The Secretary shall conduct the correspondence of the Club, and issue notices of the meetings.
- D. The Secretary shall keep a correct roll of all members, together with the dates of their election.
- E. The Secretary shall notify candidates of their election.
- F. The Secretary shall maintain a correct list of yachts enrolled in the Club.
- G. The Secretary shall be responsible for the Publicity and Public Relations Committee and be liaison between this committee and the Board of Trustees.

Section 5. Treasurer

- A. It shall be the duty of the Treasurer to assist the flag officers in the discharge of their duties and to officiate in their absence.
- B. The Treasurer shall be responsible for the collection of all monies due and payable to the Club. The Treasurer shall deposit said monies in such bank or trust company as shall be approved by the Board of Trustees.
- C. The Treasurer shall disburse the Club funds, under the direction of the Board of Trustees, or by direction of any two officers (including him/her self), within the scope of authority granted by the Trustees.
- D. The Treasurer shall keep regular accounts and submit same to the Board of Trustees whenever requested.
- E. The Treasurer shall invest surplus funds and/or borrow money in accordance with the direction and approval of the Trustees.
- F. The Treasurer shall prepare and submit at the Annual Meeting a detailed accounting showing the financial condition of the Club on the preceding 31st day of December.

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- G. The Treasurer shall be responsible for the Finance Committee and be liaison between this committee and the Board of Trustees.

ARTICLE V - TRUSTEES - POWERS AND DUTIES

There shall be a Board of Trustees to consist of nine members. Five of these shall be the elected officers. The remaining four Trustees shall be elected for terms of two years each; two of these shall retire each year in the order of their election.

- A. Other than by action of the Regular Members of the Club at a meeting duly convened, the Board of Trustees shall have full authority over the affairs, finances, property and other assets of the Club. It shall be their duty to carry out the purposes of the Club according to its Certificate of Incorporation and By-Laws; to call special meetings of the membership; to appoint such committees as they may deem necessary or advisable; to contract for, lease or purchase in the name of the Club, all real or personal property, materials, equipment and facilities for the use of the Club and its members, provided said expenditure or obligation does not exceed the then current net assets of the Club.
- B. The Board of Trustees shall elect new candidates to membership.
- C. The Board of Trustees shall hold their meetings monthly. Six Trustees shall constitute a quorum.
- D. The Board of Trustees shall approve an annual budget based upon budget requests prepared by and for the Standing Committees, and may appropriate funds for use by such committees.
- E. The Board of Trustees may approve maximum monies which may be expended by any two officers for a single expenditure.
- F. The Board of Trustees shall determine the Initiation Fee and Annual Dues for the forthcoming year prior to or at their October meeting.
- G. The Board of Trustees shall fill vacancies occurring during the year on the Board or among the officers, for the unexpired term involved.
- H. The two Trustees who are serving the first year of their two-year term shall be the co-chairpersons of the Nominating Committee.

ARTICLE VI – COMMODORE EMERITUS - POWERS AND DUTIES

The immediate past Commodore shall be automatically granted the position of Commodore Emeritus upon leaving office. This position shall have an automatic one year term with a single one year extension at the option of the Board of Trustees. The Commodore Emeritus shall have voting rights equivalent to that of the Officers and Trustees.

ARTICLE VII - COMMITTEES

Section 1. General

There shall be eight Standing Committees and such Special Committees as the Commodore and/or a majority of the Trustees may create. All committees shall have a minimum of three members inclusive of a chairperson and/or co-chairperson. The chairpersons of all committees will form their committees with volunteers from the membership promptly after their appointment. No member of the Board of Trustees may be a chairperson of any committee, except the Nominating Committee.

Section 2. Standing Committees

The Standing Committees of the Club shall consist of the Boating Activities, House, Law, Boat and Yard, Membership, Junior Activities, Publicity and Public Relations, and Finance Committee. The Commodore shall appoint the chairpersons of all Standing Committees as soon after his/her election as practical.

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- A. The chairpersons of these committees shall prepare an outline of their objectives with an estimated budget, to be presented to their liaison officer prior to the February Board of Trustees meeting, and have all program activity dates submitted to their liaison officer prior to the March Board of Trustees meeting. The season's program of activities shall be submitted in written form to their liaison officer prior to the April Board of Trustees meeting.
- B. Each Standing Committee shall elect, by a majority vote, one member of their committee, not to be the chairperson, to serve on the Nominating Committee.
- C. The chairperson of each Standing Committee shall make a report at the Annual Meeting of the Club. They shall transfer all records and other pertinent information to their successor.
- D. They shall have the power to add to and fill vacancies in their number and to appoint sub-committees.

Section 3. Boating Activities

This committee shall be responsible for all boating activities such as sailing, predicted log and power boat races, cruises, Club rendezvous and all other boating programs designed to serve the interests of the members.

Section 4. Social/House Committee

The committee shall have general supervision of Club facilities and shall make all necessary purchases for their maintenance, prescribe and enforce rules and regulations as it deems necessary for the proper control and operation thereof.

It shall be the liaison coordinator of the Club and may regulate reciprocal privileges to recognized yacht clubs.

It shall be responsible for planning and coordinating all social functions of the Club.

Section 5. Law Committee

This committee shall be available for consultation and advice on all legal, Club By-Laws and insurance questions concerning the Club, and shall accordingly advise the officers and/or trustees of their recommendations.

Section 6. Boat and Yard Committee

This committee shall plan, organize and control the Club's boats, moorings and boatyard facilities; program the commissioning and decommissioning of yachts yearly; and be responsible for the purchase and storage of equipment.

Section 7. Membership Committee

This committee shall be responsible for all activities and services related to application for membership, ensuring membership maintenance, and solicitation of new members.

It shall maintain a list of candidates along with the disposition made of their applications for membership.

It shall be responsible for candidates from the initial contact until 60 days after election to membership.

Section 8. Junior Activities Committee

This committee shall be responsible for planning, organizing and controlling educational and social activities for the youth of the Club.

Section 9. Publicity and Public Relations Committee

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This committee shall be responsible for producing advertising and promotion for the activities and services of the various committees.

It shall plan, produce and control public relations requirements in accordance with plans and budgets approved by the Trustees.

It shall be responsible for the editing, publication and circulation of a regular informative newsletter to the membership.

It shall prepare news releases, magazine articles and other publicity material designed to enhance the reputation of the Club and enhance the stature of the membership.

It shall be responsible for producing an annual publication in April, containing such items as a membership roster, calendar of the year's activities and such other items deemed appropriate.

Section 10. Finance Committee

This committee shall perform such duties as the Treasurer and/or Board of Trustees may direct, such as:

- A. coordinate and evaluate the Club finances for the Board of Trustees
- B. advise and work with the Board of Trustees in the preparation of the annual budget
- C. advise and consult with the Standing Committees in the preparation of their annual budget requests to the Board of Trustees
- D. assist the Board of Trustees in establishing a dues structure
- E. recommend to the officers and/or the Board of Trustees fundraising methods.

Section 11. Nominating Committee

The two Trustees who have one additional term to serve in office and one member of each of the Standing Committees will constitute the Nominating Committee. The two Trustees will co-chair this committee. No person, while serving on the Nominating Committee, shall be eligible for the nomination to any elective position. The Nominating Committee shall notify the Secretary of the slate of candidates for office prior to the October Board of Trustees meeting. The Secretary shall notify the Board of Trustees of said slate at their October meeting.

ARTICLE VIII - MEETINGS

Section 1. Annual Meeting

The Annual Meeting of the Club shall be held within the first fifteen days of December.

Section 2. Special Meetings

Special Meetings of the Club may be called by the Board of Trustees or by written request of six voting members in good standing. No other business shall be transacted at Special Meetings except that specified in the meeting notice.

Section 3. Voting

At Annual or Special Meetings of the Club, each paid membership shall constitute one vote. However, when members of the same family serve on standing committees or the Board of Trustees, each such member shall vote on Committee or Trustee business.

Section 4. Quorums

Fifteen members in good standing shall constitute a quorum at Annual and Special Meetings of the Club.

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Section 5. Notices

Notices of Annual and Special Meetings shall be mailed to all members fifteen days prior to the meeting.

Section 6. Order of Business at the Annual Meeting

1. Reading of the Minutes
2. Reports of Board and Standing Committees
3. Reports of Special Committees
4. Unfinished Business
5. Election of Officers
6. New Business

Section 7. Parliamentary Procedure

Robert's Rules of Order shall govern all meetings when not in conflict with the By-Laws of the Club.

ARTICLE IX - ELECTIONS OF OFFICERS AND TRUSTEES

The Secretary shall submit the slate of candidates for office selected by the Nominating Committee to the membership, by written notification, a minimum of fifteen days prior to the Annual Meeting. No nominations will be accepted from the floor. Additional nominations may be made in writing to the Secretary by six voting members in good standing up to six days prior to the Annual Meeting. Balloting at the Annual Meeting will be held until all the offices are filled.

ARTICLE X - GUEST PRIVILEGES

Privileges of the Club's facilities may be extended to recognized yacht clubs at the discretion of the Flag Officers. Privileges of the Club and/or its facilities, subject to any existing rules or regulations, may be extended to guests of Regular Members for a period not to exceed six days, upon request in writing to the Social/House Committee. Members shall be responsible for the conduct and indebtedness of their guests.

ARTICLE XI - AMENDMENTS

These By-Laws may be amended or revised by a majority vote of a quorum of voting members in good standing, provided notice of the proposed amendment or revision has been given in the notice of the meeting.