

# BOYNE CITY YACHT CLUB

## BYLAWS

### ARTICLE I

#### PURPOSE

The Corporation is organized for the purpose of increasing fellowship and social contacts between persons interested in boating and also to organize friendly competitive events among such persons.

### ARTICLE II

#### MEMBERSHIP

Section I: The members of the Club shall be classified as follows:

- A. **Charter Member:** Any currently active member who joined the Club in 1988 shall be considered a Charter member.
- B. **Active Member:** Members joining the Club after 1988 shall hold active membership, may vote, hold office and enjoy the rights and privileges of membership.
- C. **Life Member:** The Board of Directors may grant life membership to any member when the Board feels such an action is warranted. Life members shall enjoy all the privileges of active membership and will be exempt from dues. It is understood that Past Commodores and their spouse shall be Life members.
- D. **Honorary Member:** Any person to whom the Board may award, on an annual basis, an honorary membership for outstanding club participation or meritorious service. Honorary members shall be exempt from any dues during that year. Honorary members are not entitled to vote or hold a Club office.

Section II: Membership Privileges

- A. Members are eligible to participate in all Club events, additional fees may apply.
- B. Each membership is entitled to one vote regardless of the number of individuals associated with the membership.
- C. All members are entitled to seek a position on the Club Board of Directors after they have completed one year of membership in good standing.

Section III: Application for Membership

The Secretary shall make available a supply of "Membership Applications" which will be available via the Club website or via mail request to the Club mailing address. These applications when properly completed will provide the information needed for Board approval and information required for the Club records and publications. Membership shall be extended to all individuals listed on the membership application. A membership shall be limited to up to two adults and all children under the age of 21 all living in the same household.

#### Section IV: Acceptance into Membership

- A. The Board of Directors may review the applications and may accept or reject the applicant. In the event that the applicant is rejected, any monies paid shall be refunded to the applicant.
- B. The Board of Directors shall set the dues for each class of membership annually.
- C. New memberships received on or after September 1st shall be considered as members for the remainder of the current year through November 30th of the following year.

#### Section V: Expulsion or Suspension of Membership

Should any member of the Club feel that another member's behavior is such that he should be expelled, suspended, or reprimanded, he shall make his charges in writing to the Commodore. The Commodore shall immediately investigate the charges and advise the accused member of those charges. As soon as the Commodore has completed the investigation, a special Board meeting shall be called at which time the accused and the accuser may appear. The Commodore shall present the findings and any action will be at the discretion of the Board of Directors.

#### Section VI: Membership Renewals

- A. The annual membership period is December 1st to November 30th of the following year.
- B. Current members shall receive a membership renewal application by October 1st of each year.
- C. The renewal application, along with the appropriate dues payment, shall be returned to the Club mailing address by November 30th.
- D. Memberships not renewed by November 30th will become "inactive." Inactive memberships may be renewed until May 31st of the following calendar year, but may be subject to a late fee. On June 1st, inactive memberships are deemed to have expired and individuals must reapply for membership.

### **ARTICLE III**

#### **ORGANIZATION**

##### Section I: Directors and Officers

- A. The Board of Directors shall consist of 12 members. The Board of Directors shall elect seven Officers to manage the Club for one year commencing on December 1st of each year.
- B. A special meeting shall be called by the Commodore, to take place prior to December 1st or the Change of Watch Ceremony, whichever comes first, for the single purpose of election of new officers by the Board.
- C. Directors are elected for a 2-year term. Directors wishing to extend their terms may do so, subject to Board approval. No member shall serve more than three (3) consecutive 2-year terms, however fractions of a term by appointment shall not count towards the maximum number of years.
- D. Directors holding the office of Past Commodore, Commodore, Vice Commodore, and Rear Commodore are not limited to three two year terms.

## Section II: Election of the Board of Directors

- A. On July 1st of each year, the Commodore shall appoint three Club members, (none of whom shall be members of the Board) to serve as a Nominating Committee. The Commodore shall preside over this committee. The Commodore and the Vice Commodore shall also be members of the committee.
- B. The Committee shall determine the number of vacancies for the upcoming year, and shall present an appropriate number of candidates to be placed on the ballot. The appropriate number shall be the number of vacancies. The committee shall confirm the eligibility of candidates placed on the ballot to serve on the board; pursuant to the provisions of Article II, Section II, Paragraph C of the Bylaws. The candidate list shall be published to the membership and sent to the Secretary no later than August 15th.
- C. Any ten (10) members of the Club may also, by written notice given to the Secretary prior to September 1st, nominate not to exceed three (3) candidates for election to the Board of Directors to be placed on the ballot. If the number of nominees exceeds double the number of vacancies, the full list of candidates shall be returned to the Nominating Committee. They shall then reduce the number of candidates to a number equaling double the number of vacancies.
- D. Should the Secretary not receive additional nominees, the members proposed by the nominating committee shall be considered elected. If additional nominees are received, the Secretary shall prepare ballots to be distributed and mailed by September 10. Ballots received by October 1st shall be counted by October 3rd the Secretary shall forward to the Commodore the election results. The ballot results shall be presented to the Board of Directors at the next meeting. The persons receiving the most votes will be elected to the Board of Directors for existing vacancies.

## Section III: Duties of Board of Directors

- A. The Board of Directors shall have the overall responsibility for the affairs of the Club, and shall have all authority not otherwise specifically denied it, to enable it to execute this responsibility.
- B. The Board of Directors shall meet at least four times a year.
- C. Board approval shall be required for extraordinary nonrecurring expenditures or contracts in excess of \$400.00.
- D. A quorum shall consist of 5 Board members; except for amending the Bylaws the quorum needed shall be 9 Board members.
- E. The Board may amend the Bylaws by not less than 3/4 vote of Board members present.
- F. The Board of Directors may remove any member of the Board who has more than two consecutive unexcused absences or shall otherwise be unable to perform their duties.
- G. In case of a vacancy, the Commodore shall appoint a member to fill the vacancy subject to Board approval.
- H. Directors: The Directors shall attend the Board meetings, serve on committees, and vote on matters before the Board.

#### Section IV: Duties of Officers

- A. **Commodore:** The Commodore shall serve as manager of the Club's affairs; shall preside over meetings of the Board of Directors and membership meetings, and may vote as a member of the Board of Directors in the event of a tie. With the consent of the Board of Directors, the Commodore can appoint members to serve on committees. The Commodore will represent the Club in community affairs. The Commodore may approve payment for nonrecurring expenses up to \$400.00.
- B. **Vice Commodore:** The Vice Commodore shall serve as an assistant to the Commodore and serve as acting Commodore in the Commodore's absence. The Vice Commodore shall be in charge of communications and publications. It is understood the Vice Commodore may become Commodore the following year.
- C. **Rear Commodore:** The Rear Commodore shall serve as an assistant to the Vice Commodore. The Rear Commodore shall oversee the Fleet Captains, manage Club properties and activities. It is understood the Rear Commodore may become Vice Commodore the following year.
- D. **Secretary:** The Secretary shall attend the Board of Directors meetings and keep minutes. The Secretary shall prepare such forms or correspondence as may be required in the day-to-day business of the Club.
- E. **Treasurer:** The Treasurer shall keep the financial records of the Club and pay bills as prescribed by the Board of Directors and the By-Laws. The Treasurer shall report at Board meetings the total income, expenses, and an account of the Club's financial status. The Treasurer may approve payment for nonrecurring expenses up to \$250.00. The cost of a gift presented to a departing Commodore at the Change of Watch Ceremony is deemed to be a recurring expense. Said expense shall not exceed \$150 or the sum of \$25.00 for each consecutive year the Commodore served as an Officer or Director, whichever amount is the greater.
- F. **Fleet Captains:** for purpose of organization, a Race Fleet Captain and a Cruise Fleet Captain shall represent fleets. They shall render all possible assistance in planning and coordination of nautical, cruise, race and events.
- G. **Membership Director:** The Membership Director shall maintain the membership database and keep it current. All renewal notices will be prepared and sent out by the Membership Director. The renewals will then be picked up at the Post Office Box, entered into the database and all collected monies turned over to the Club Treasurer. The Club Directory roster will be prepared by the Membership Director. The Membership Director shall send all email correspondence as requested by other Board members and notify the mailing company, when needed, to send notifications by U.S. mail.
- H. **Past Commodore:** The immediate Past Commodore shall serve on the Board of Directors as a full voting member.

#### Section V: Accounting/Finance

- A. The Club shall operate on a fiscal year basis with dates determined by the Board of Directors as needed.
- B. The Board shall authorize the Commodore and the Treasurer to be individual signers on the Club bank accounts.
- C. The Board may annually review and decide depository location for Club monies.

As amended October 4, 2018