















## Essex Corinthian Yacht Club Constitution and Bylaws

Candidates shall be sponsored by a Club member in good standing. Each application shall be seconded in writing and supported by at least one letter or recommendation by members in good standing. Each application must qualify for membership in keeping with the purpose of the club, and each applicant shall complete such applications as are prescribed by the Membership Committee and approved by the Board, provided, however, that each applicant shall receive a copy of this constitution and shall, as part of the application, agree to abide by the provisions of this Constitution and the Bylaws and Rules of the Club.

There shall be six (6) categories of membership: Junior, Senior, Corporate, Corinthian, Regular and Non-Resident. Junior members shall be eighteen through twenty three years of age. Corinthian members shall be twenty four through twenty nine years of age. Regular members shall be thirty years of age and over. Junior and Corinthian members shall not pay any initiation fee until becoming a Regular member. Senior shall be 65 years of age and over, having been a Regular member for 10 consecutive years, and having served at least 3 years on The Board of Governors or a Committee reporting to the Board of Governors since becoming a member. For purposes of determining any change in membership status based on age, a member's age on January 1 shall control membership status for that year. Non-Resident members must live year round outside the State of Connecticut and shall not have a boat moored within Connecticut waters.

Senior member is a special class of member designed to recognize membership longevity and service to the club. A Senior member candidate shall petition the Board of Governors demonstrating that the requirements set forth in this Article have been met. The Board of Governors shall review the candidate's petition and, when satisfied, grant Senior Membership status. Such members shall enjoy the remainder of their membership life at a rate of dues not to exceed the rate in effect upon being granted Senior Member status. Should the residency of the Senior member change during the remainder of their membership life, the Board of Governors shall review the Senior member's dues and adjust it accordingly with the proportionate differential rate in effect at the time of change.

Corporate members shall not have any voting privileges nor shall they have the right to hold any office. As stated above, applications shall be submitted by a Club member in good standing AND, each application must be seconded in writing by an Officer of the Club or a member of the Board of Governors. Upon application Corporate Members must designate at least one (and not to exceed four) officers, who are authorized to sign contracts, rental agreements and galley charges. Corporate membership is extended to the Corporate entity and designated officers only, not to the employees of the entity. Employees of the Corporate Member are considered to be guests and must be accompanied by a designated officer. The Corporate Member is entitled to rent and have use of the club at posted corporate rates kept with the Club manager for meetings and luncheons during normal club hours. Designated officers of the Corporation are the only employees allowed to sign rental agreements and (incur) galley charges. At least one designated officer must be present at all Corporate Member rentals or luncheons. The club shall hold all charges binding and accountable against either the Corporate entity or the signing designated corporate officer.

The spouse (or significant other) of any member in good standing shall be entitled to all membership privileges enjoyed by the member (including serving on any Club committee) except the right to vote at membership meetings and serving on the Board of Governors. Upon the resignation or death of a member in good standing, the spouse of such member, upon written request to the Membership Committee, shall become a member (Regular, Senior, Corinthian, Junior or Non-Resident, as applicable) without payment of any initiation fee (but without waiving initiation fees if initiation fees were not yet due from the deceased or resigning member because of membership classification).

Founding members shall not be reduced from full membership by any action of the Club unless by two-thirds vote of the Board of Governors. Should a Founder who is otherwise in good standing resign, he shall be eligible for reinstatement at his own request by petitioning the Board in writing.

When reinstatement application is from a Founder or Charter Member, then reinstatement fees may be waived at the discretion of the Board of Governors.

Any member may be dropped from the Club rolls upon majority vote of the Board of Governors after failure to pay their dues for the fiscal year within ninety days after billing, or for any other good and sufficient cause.

Any member failing to pay House Charges within 60 days of the due date shall be subject to posting and suspension of credit privileges. Any member failing to pay House Charges within ninety days of the due date shall be subject to being dropped from the Club rolls.



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Any member wishing to resign from the Club must do so in writing to the Board of Governors and by January 31<sup>st</sup> in order not to be liable for dues during the year. Any member resigning after January 31 shall be liable for a pro rata portion of unpaid dues as determined by the Board; in no event shall any dues payment be refundable, in whole or part.

The Board reserves the right not to accept any resignation until such member has paid all House charges and unpaid dues, and the Board may in its discretion implement such enforcement measures as it deems appropriate with respect to past due sums owed by any member. The Board may further, in its discretion, charge interest on any account more than 30 days in arrears.

The number of regular members shall be limited to two hundred fifty.

### **ARTICLE VIII - NOMINATIONS**

The Nomination Committee shall consist of the most recent past Commodore, one member of the Board of Governors (who may, but need not be, any Officer), and one regular or Corinthian member of the Club in good standing. The Committee shall be chaired by the most recent past Commodore. Nomination committee members shall be selected by the Chairperson and approved by the Board of Governors at the first meeting after the Annual Meeting. Members shall be informed of the names of the members of the committee as soon as possible. The Committee shall hold at least one meeting which shall be at least two calendar months before the date of the Annual Meeting.

### **ARTICLE IX - AMENDMENTS**

Except for the temporary bylaws and temporary rules, which may be made by the Board and thereafter voted upon by the membership, as hereafter set forth in Articles XI and XII, amendments to the Constitution may be made only at the Annual Meeting of the Club by a two thirds majority of the regular members voting. Any amendments to the Constitution proposed by the Board of Governors must be mailed to the membership with the notice of the Annual Meeting as required by the Bylaws. Any member may petition the Board of Governors in writing with any requested amendment, provided it is received by the Board not later than November 1. The Board, in its discretion, shall determine whether the requested amendment shall be submitted to a vote at the Annual Meeting. In the event the ten (10) or more regular members in good standing request any amendment to the constitution by written notice to the Board before November 1, such requested amendment shall be included in the notice of the annual meeting, and shall be voted on at the annual meeting.

### **ARTICLE X - DISBURSEMENTS**

No disbursement of club money in the excess of Seven Hundred Fifty (\$750.00) Dollars, nor signing of contracts on behalf of the Club, nor any disbursement by a Club committee in any amount which is in excess of such committee's budget for the year, shall be made without prior authorization of the Board of Governors.

### **ARTICLE XI - BYLAWS SHALL BE AS FOLLOWS;**

The Board of Governors shall have the authority to adopt temporary bylaws and amendments thereto by unanimous vote. They must be submitted to the membership at the next Annual Meeting, and shall become permanent bylaws if approved by a two-thirds majority of the voting members. The following are the current bylaws of the Club:

1. The order of Business at the Annual Meeting:
  - a) Minutes of the previous meeting
  - b) Reports of the Officers
  - c) Reports of the Committees
  - d) Unfinished Business
  - e) Elections
  - f) New Business





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2. Notice of the Annual Meeting shall be mailed to each member at least two weeks prior to the meeting date, and shall contain the report of the nominating committee and such other information as the Board may deem appropriate or as required by the Constitution
3. The Club's fiscal year shall be from January 1st to December 31st.
4. Dues shall be voted at the annual meeting based upon the budget established by the Treasurer and the Board of Governors.
5. The Board of Governors may appoint special committees from time to time.
6. All Committee chairpersons and other members authorized to contract for expenditures by the Board of Governors shall submit a detailed account of the expenditures to the Treasurer within one week after completion of the transaction.
7. There shall be an initiation fee for new members determined by the Board of Governors, which may not be changed more frequently than once a year.
8. A capital assessment will be assessed to each member in an amount as set on an annual basis, by vote, of the membership at the annual meeting. Funds received will be prudently invested as defined by the Board. An annual capital budget shall be approved by vote of the membership. The Board may, at its discretion, allocate a portion of the capital budget to be utilized as operating cash reserve. All expenditures of the cash reserve shall be reimbursed to the capital fund within six months of its use.
9. Members of all Club committees, and their chairpersons, shall be posted at the Club and updated from time to time.
10. The Board of Governors may, at its discretion, hire a manager/bookkeeper on a contractual basis, to assist the Treasurer in the day to day performance and discharge of the Treasurer's duties. The manager/bookkeeper shall perform and discharge such duties as are directed by the Treasurer and authorized by the Board of Governors, and shall report to the Treasurer.
11. The Board of Governors may, at its discretion, require the Treasurer and/or the manager/bookkeeper to furnish a fidelity bond to the Club in such amount as the Board of Governors shall determine, which shall be issued by a Company authorized to do business in the State of Connecticut acceptable to the Club and the Club shall pay the premium upon any such bond.
12. The Board of Governors may, at its discretion, purchase officers and directors liability insurance or other similar coverage (in such amounts and upon such other terms as the Board of Governors shall determine) covering the Board of Governors (and any other Club members as the Board in its discretion shall deem appropriate) against third party claims of any nature. The cost of such insurance shall be paid for by the Club. Whether or not such insurance is in effect, the Club shall indemnify, defend and hold harmless the individuals at any time comprised of the Board of Governors (as well as any other Club member specifically authorized to act on behalf of the Club) from and against any and all claims of injury and/or damage to persons, business or property asserted against such individual(s) and arising out of duly authorized acts of such individuals for or on behalf of the Club
13. Dues year starts January 1 and full dues for that year will be charged to persons elected to membership between January 1 and July 31. Thereafter, first year dues will be reduced by twenty-five percent (25%) a month, for each month, for candidates elected in August, September and October. Candidates elected between November 1 and December 31 will not be charged dues until the next calendar year.
14. Members shall pay dues and capital assessment prior to February 1 of each year. Balances carried after February 1 are subject to a handling charge not to exceed 1% per month as stipulated at the discretion of the Board. A member who has not paid in full prior to May 1 is subject to posting and suspension of credit privileges at the discretion of the Board. A member who has not paid in full prior to June 1 is subject to being dropped from the Club rolls at the discretion of the Board.



## **Essex Corinthian Yacht Club Constitution and Bylaws**

15. The Board is hereby authorized to obtain and maintain, for and in the name of the Club, a revolving line of credit type loan from any bank or other recognized financial institution selected by the Board. The amount of said loan, and all other relevant terms and conditions thereof shall be, fixed and determined by the Board. Given the seasonal variations and fluctuations in the Club's cash flow, said loan shall be utilized to meet, on an "as needed" basis as determined by the Board, the ordinary and necessary working capital requirements of the Club. Consistent with the foregoing, except for emergency situations (as determined by the Board) said loan shall not be utilized to fund or to purchase items or services of an extraordinary nature or of a capital nature unless such expenditures are consistent with the Club's then current budget as previously submitted to the Membership. The Board in its discretion is further authorized to pledge or assign any and all Club assets as collateral security for said loan, including the capital fund.

### **ARTICLE XII - HOUSE RULES**

The Board of Governors shall have the authority to adopt temporary house rules of the Club and amendments thereto by two-thirds vote. They must be submitted to the membership at the next Annual Meeting, and shall become permanent house rules if approved by a majority of the voting members. The following are the current house rules of the Club:

1. Proper attire is required including shoes and shirts.
2. Members are responsible for the proper decorum of children. No children under 12 are allowed in the Club House without supervision of a parent or guardian.
3. No property of the Club shall be removed from the Club for any reason. Newspapers, magazines and games shall not be marked or clipped.
4. The Club will not be responsible for the loss of or damage to the property of members or their guests, whether at the Club House, grounds, parking lot, dinghy dock, lockers, coat room, or elsewhere. No alcohol is to be left out on the premises.
5. Pets are not permitted in the Club House.
6. Members are responsible for the proper conduct of their families, guests and visitors, and for any debts they incur. No unseemly conduct will be permitted. Guests are allowed in the Club only when accompanied by Club members or by prior written agreement with the House Committee. Visiting yachtsmen must register with Management.
7. All requests, suggestions and complaints with respect to the Club House shall be made to the House Committee in writing.
8. No canvassing or solicitation of members for business purposes shall be permitted in the Club House. No use of the club roster shall be made for other than club business.
9. Storage of or placement of any items on the lower deck or dinghy dock shall be by authorization of the House Committee only.
10. The ice machine is for use by members and guests in the Club House only. No ice shall be taken outside the Club House. No items (beer, wine, etc.) shall be placed in the ice machine.
11. Showers are for members' use only.
12. The Galley is maintained for the membership's convenience. It is not permitted to bring snacks other than chips and dip, and nuts to the club during dining hours. This rule was formalized at the 2017 Annual Meeting upon majority vote by the membership.
13. The club premises should be smoke-free. There is no smoking in the building, on the ground level and upper decks, lower decks or areas immediately surrounding the building.



## Essex Corinthian Yacht Club Membership Application

### Guidelines for Completing the Essex Corinthian Yacht Club Application

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#### Membership Type

Here are a few simple guidelines that will help the applicant to properly complete the ECYC Membership application in an accurate and complete manner. Taking the time to review the application expectations will minimize returned applications for corrections and clarifications. The Membership Committee and the Board of Governors thank you for your attention to these guidelines.

Please indicate with a check the type of ECYC membership you are applying for.

**Junior Member:** A Junior member shall be eighteen through twenty three years of age and shall not pay any initiation fee until becoming a Regular (30+) member.

**Corinthian Member:** A Corinthian member shall be twenty four through twenty nine years of age and shall not pay any initiation fee until becoming a Regular (30+) member.

**Regular Member:** A Regular member shall be thirty years of age and older.

**Senior Member:** A Senior member shall be sixty five years of age and older, having been a regular member for 10 consecutive years, and having served at least 3 years on the Board of Governors, or a committee reporting to the Board of Governors since becoming a member.

**Non-Resident Member:** A Non-resident member must live year round outside the State of Connecticut and shall not have a boat moored within Connecticut waters, nor own a residence within Connecticut.

**Corporate Member:** A Corporate membership is extended to the Corporate entity and designated officers only, not to the employees of the entity. Upon application, corporate members must designate at least one (and not to exceed four) officers who are authorized to sign contracts, rental agreements and galley charges.

**Member of Record:** The Member of Record is the Regular or Corinthian member, spouse or significant other who has voting privileges, and may sit on the Board of Governors. Only one individual per application may be identified as a Member of Record.

#### Children Under 18

Please list any children under the age of eighteen. This information helps various Club committees' plan for various events and activities.

#### Interest in Committee Membership

When joining the Essex Corinthian Yacht Club, please become familiar with the concept of a "Corinthian" club. Our club is a 99% volunteer-run organization and depends on the support from our committees and volunteers. ECYC's tradition of "all hands on deck" is critical to our club's existence. It is part of being a member of a Corinthian club. You are strongly encouraged to sign up for a committee when you join. There are many benefits to becoming part of a committee.

#### Yachting & Boating Experience

The Essex Corinthian Yacht Club provides "active yachtsmen (and yachtswomen)" an affordable facility with good fellowship. Please thoroughly outline and highlight your yachting and boating experience and interests.

#### Nominating Sponsor and Seconders

Candidates shall be sponsored and seconded by Club members in good standing. The nominating member and seconding members shall sign each application. In addition, the nominating member and seconding members shall each set forth the applicant's qualifications for membership in a letter that must be accompanied with the application for membership when submitted to the ECYC.

#### Questions

Any additional questions should be directed to the ECYC Membership Committee chairperson.





Essex Corinthian Yacht Club Membership Application Form

Yachting/Boating Experience:      Yes                       No                       Boat Owner:      Yes                       No

**Boating Experience**

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**Applicant's Boat Description (if applicable)**

Type of boat: \_\_\_\_\_ Boat Manufacturer: \_\_\_\_\_  
Boat Name: \_\_\_\_\_ Home Port: \_\_\_\_\_  
Length of Boat: \_\_\_\_\_ Draft: \_\_\_\_\_ Beam: \_\_\_\_\_ Color: \_\_\_\_\_

**Boating Hobbies & Interests**

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**Boating Organizations to which the applicant belongs:**

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**Please outline other yachting/boating club affiliations:**

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Essex Corinthian Yacht Club Membership Application Form

**To be signed by the Applicant**

This application must be accompanied by the initiation fee shown below.

On acceptance by the Committee and Board for initiation, you will be billed by the Treasurer for the current year's dues as outlined below (includes taxes and capital assessment):

Regular (age 30+):	\$ 1,121.50	Initiation Fee:	\$ 1,121.50
Non-Resident:	\$ 352.50	Non-Resident Initiation Fee:	\$ 1,121.50
Corinthian (age 24-29):	\$ 255.20	Galley Minimum:	\$ 30.00
Junior (age 18-24):	\$ 63.80	<small>(Monthly Consumption Minimum, will be charged to account if reg. member consumes less than \$30 in galley charges per month)</small>	
Corporate:	\$ 1,121.50		

In the event of a waiting list, the date a completed application is received by the Membership Committee Chairman and processed by the membership committee will determine your position in the waiting list. Membership openings will be filled in the order received, providing all application requirements are complete.

If you, as applicant withdraw(s) your application from the waiting list, or choose(s) not to accept membership if offered, your application fee will be non-refundable.

All questions concerning this application and fee should be directed to the ECYC Membership Committee chairperson through the applicant's sponsor.

**Applicant's Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

**To be completed by the Nominating Sponsor and Seconders**

We the undersigned members of the Essex Corinthian Yacht Club sponsor and second the aforementioned applicant for membership.

Nominating Sponsor Signature: \_\_\_\_\_ PRINT: \_\_\_\_\_ Date: \_\_\_\_\_

Seconding Member Signature: \_\_\_\_\_ PRINT: \_\_\_\_\_ Date: \_\_\_\_\_

Seconding Member Signature: \_\_\_\_\_ PRINT: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by ECYC Membership Committee**

Signatures and letters attached Yes  No  *(Application returned to sponsor for correction(s))* Date: \_\_\_\_\_

Application Fee attached Yes  No  *(Application returned to sponsor for correction(s))* Date: \_\_\_\_\_

Complete Application Logged Yes  No  Date: \_\_\_\_\_

Application forwarded and reviewed by Membership Committee Yes  No  Date: \_\_\_\_\_

Chairperson Acknowledgement: \_\_\_\_\_

**To be completed by Board of Governors**

Application accepted Yes  No  Date: \_\_\_\_\_

Name posted in Log Date: \_\_\_\_\_

**To be completed by Club Manager**

Membership # assigned Yes  No  Date: \_\_\_\_\_

Membership Package mailed to new member Yes  No  Date: \_\_\_\_\_

Galley Account Established Yes  No  Date: \_\_\_\_\_



**New Member Pre-authorized Debit Form  
(Must Accompany Membership Application)**

**A) MANDATORY**

I authorize the Essex Corinthian Yacht Club (ECYC) to retain the attached signature on file and to charge my credit card account in the event of a 90-day delinquency for the following accounts: Galley; Club Store; and Club House Rental(s). I understand that in addition to my outstanding account balance(s), a processing fee (2.5%) will be added to the charge. The authorization of the signature below will be automatically revoked upon 1) written notice of resignation; and 2) once all account balances have been paid in full.

Check one:     MasterCard                  Visa

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**B) OPTIONAL** I authorize the Essex Corinthian Yacht Club (ECYC) to retain the attached signature on file and to charge my credit card account. The authorization of the signature below will be automatically revoked upon written request.

Check one:     MasterCard                  Visa

**Types of charges (Please check one):**

- Galley and Club Store Charges
  - All Charges (including annual membership dues)
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\_\_\_\_\_  
Member Name (please print)

\_\_\_\_\_  
Cardholder Name (please print)

\_\_\_\_\_  
Cardholder Billing Address (please print)

\_\_\_\_\_  
City                                  State                                  Zip Code

\_\_\_\_\_  
Credit Card Account #

\_\_\_\_\_  
Credit Card Expiration Date                  **CID**

X \_\_\_\_\_

Credit Card Holder's Signature

\_\_\_\_\_

Date