

Article I 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 1970 shall be considered a charter member.
- B. *Active Member*: Members joining the Club after 1970, may hold active membership, may vote and hold elective office and enjoy all the rights and privileges of membership. The Board of Directors may, from time to time, establish classes of active memberships. Classes may include, but are not limited to: Sustaining Member, Club Member, Crew Member, et cetera. Dues schedules may be broken down by individual, couple, et cetera; established as provided in **Section V**, B.
- C. *Crew Member*: Crew Membership is a limited membership designed for those crewing on a member's boat for races. It provides accessibility to CYC on Wednesday race nights and sailing events only. The crew member may purchase bar tickets and will receive mailings. There is no reciprocity and it is for one person.
- D. *Life Membership*: The Board of Directors may grant Life Membership to any member when the Board feels such action is warranted. Life Members enjoy all the privileges of Active Membership but dues payments are waived.
- E. *Honorary Member*: The Board of Directors may grant one-year Honorary (Social) Membership to any person(s) whose services may benefit the CYC.
- F. *Guest Member*: A visiting yachtsman will, upon presentation of a valid membership card from a yacht club that also extends reciprocity, be granted reciprocity and will be entitled to the same Club house privileges as has a Member of the Charlevoix Yacht Club. Reciprocity is extended to members of LTYC and GTYC. Reciprocity is also extended to BCYC for joint events.

Section II

Succession of Membership

In the event of death, separation or divorce, each surviving or separated party of Active Memberships shall have the right to continue as an Active Member in their own name without additional dues, pending subsequent annual renewal.

Section III

Qualification for Membership

Active Members: In order for an application for an active membership to be approved, the Board of Directors shall determine:

1. The applicant has attained the age of 18 years of age.
2. The applicant is such a person that he/she will be a credit to the Club.

Section IV

Application for Membership

The Membership Chairperson, or other Board designated individual, shall prepare and have available forms entitled "Application for Membership." These applications shall be in such form that when properly completed, they will provide the information needed for Board approval and also such information as is required for the Club records and publications. The completed application, together with applicable fees, shall be submitted to the Membership Chairperson.

Section V

Acceptance into Membership

- A. The Board of Directors, or a person authorized by the Board shall review the applications and may accept or refuse to accept the applicant into membership. In the event that the applicant is rejected, then all monies shall be refunded to the applicant.
- B. The dues for each class of membership shall be set annually by the Board of Directors, no later than 75 days prior to the end of the Club's fiscal year.

Section VI

Expulsion or Suspension of Membership

Should any member of the Club feel that another member's behavior is such that he/she 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 the charges made. As soon as he has completed his investigation, the Commodore shall call a special Board meeting at which time both the accuser and the accused may appear. The Commodore shall present his findings. Action, if any, is then left to the discretion of the Board of Directors.

Section VII

Membership Renewals

- A. The Membership Chairperson of the Club shall send to each member an application for renewal not later than October 31 of each year.
- B. The application, along with the appropriate dues payment, shall be returned to the Membership Chairperson.
- C. Upon receipt of the completed application and appropriate dues payment, the Membership Chairperson shall prepare and forward to the member a membership card.
- D. The annual membership held by non-Life Members shall expire on December 31 of each year. Members not returning their application and dues payment by the last day of December shall be dropped from membership and shall, upon re-application, be considered as new applicant for membership, subject to approval and such fees as are appropriate and in effect at that time.

Section VIII

Number of Members

A maximum number of members may be set by the Board of Directors, but not later than 90 days prior to the end of the Club's fiscal year.

Article II Organization

Section I

Duties of Officers and Directors

- A. *Commodore*: The Commodore shall serve as manager of the Club's affairs, shall preside over meetings of the Board of Directors and all members meetings; with the advice and consent of the Board of Directors shall appoint members to serve on committees, in appointive offices, and to represent the Club in community affairs.
- B. *Vice Commodore*: The Vice Commodore shall serve as an assistant to the Commodore and serve as acting Commodore in the absence of the Commodore. The Vice Commodore may vote as a member of the Board in the event of a tie but shall not be included in determining the presence of a quorum unless acting as Commodore.
- C. *Secretary*: The Secretary shall attend all Board of Directors meetings and general membership meetings and shall keep minutes thereof. The Secretary shall prepare and make available both those forms that are set forth herein and other forms that may be required in the day-to-day business of the Club.
- D. *Treasurer*: The Treasurer shall keep the financial records of the Club and pay bills as prescribed by the Board of Directors and the Bylaws. The Treasurer shall report at Board meetings on income and expenses and also give an account of the Club's current financial status.
- E. *Fleet Captain*: The Commodore shall have the discretion to appoint Fleet Captain[s] as the Commodore deems appropriate. The primary responsibility of the Fleet Captain[s] shall be to arrange cruises, parties, sailboat races and other events for the member's participation. The Fleet Captain[s] shall assume no responsibility for leadership, navigation, or safety. They shall, however, render all possible assistance.
- F. *Membership Chairman*: The membership chair shall promote the membership of the club, maintain the membership roll, report to the Board on the status of membership, and make recommendations. The membership chairman shall be responsible for issuing membership renewals, membership cards, and all the appropriate communication to the members as provided herein.
- G. *Board of Directors*: The Board of Directors shall meet not less than quarterly. Board approval shall be required for all contracts and expenditures exceeding \$500.00 except for bar inventory purchases and repetitive payments such as rent, insurance, taxes and licenses. If an emergency (i.e. roof leak, plumbing failure, etc.) expenditure is needed in excess of \$500.00, the Commodore or Treasurer, and any director, together, may authorize such expenditure without board approval. 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. The Commodore and immediate Past Commodore shall serve as Honorary Members of the Board with full voting rights and shall be included in determining the presence of a quorum.

- H. The Board may amend the Bylaws by not less than 3/4 vote of those members present. A quorum for the purposes of amending Bylaws or election of Officers shall consist of six (6) Board members, for all other business except as next provided; five (5) members. Proxies shall not be honored for voting or quorum purposes. No quorum shall be required for an appointment to fill a Board vacancy provided the appointment is unanimously approved by all Board members present at a regular meeting, notwithstanding any lack of a quorum required for conducting other business.
- I. *Finance Committee:* The Finance Committee shall consist of three (3) members, one of whom shall be the Treasurer.
- J. *Building Committee:* The Building committee shall consist of three members appointed by the Board of Directors, one member to be an Officer of the Club or a member of the Board of Directors.
- K. *Membership Committee:* The Membership Committee shall consist of three (3) members appointed by the Board of Directors one of whom is the Membership Chairman.

Section II

Election of Board of Directors

- A. By September 1st of each year the Commodore shall appoint at least three (3) and not more than six (6) Club members (none of whom shall be a member of the Board), to serve as a Nominating Committee. This committee shall be presided over by the Commodore.
- B. The committee shall nominate the equivalent of two people for each vacancy to stand for election to the Board of Directors. Nominees shall have been CYC members for at least 2 years, and shall not be appointees to the committee. The nominations shall be sent to the Secretary not later than October 1st.
- C. The Secretary shall prepare ballots to be distributed along with membership renewal applications. These ballots and applications are to be sent to all voting members of record no later than October 31st. The ballots and renewal applications, along with the appropriate dues payment, shall be returned to the Secretary not later than December 15th if the ballots are to be counted.
- D. By December 31st the Secretary shall forward to the Commodore the election results and the tabulation and ballots shall be presented to the Board of Directors. The three (3) persons receiving the most votes will have been elected to the Board of Directors for a two (2) year term and shall be so notified.
- E. In the event that any member of the Board shall have two (2) consecutive unexcused absences, or shall otherwise be unable to perform his or her duties, then that person may be replaced by a member; elected by unanimous vote of those directors attending the Board meeting at which the need is recognized.

Section III**Election of Officers**

- A. The new Board of Directors shall meet in early January for the purpose of electing Officers.
- B. The Board shall elect by a two-thirds (2/3) majority vote of those attending, members to act as Commodore, Vice Commodore, Secretary and Treasurer.
- C. The Officers may be elected from the general membership or from the Board of Directors.
- D. No person shall be elected to the same office more than two consecutive full terms, excluding Secretary and Treasurer.
- E. Effective term of office of a newly elected Officer shall commence immediately, and shall terminate at the time his successor takes office.

Section IV**Appointive Positions**

The Commodore may appoint, with the advice and consent of the Board, Fleet Captain, Publicity Director, Social Chairperson and/or such other committee chairpersons as may be deemed necessary, but no committee shall become operational and no appointments shall become final without such advice and consent of the Board.

Article III**General****Fiscal Year**

The *tax* years of the Charlevoix Yacht Club shall end on September 30th of each year *but the fiscal year shall end on December 31st.*

Liabilities

All members of the Club shall be directly responsible for all damage done to the property of the Club by themselves or their guests and for the conduct of their guests, and they shall pay in full for any such damages.

Use of Clubhouse, Club Boats, or other Club Property or Facilities

The Board of Directors or such committee(s) as designated by the Board of Directors shall establish and publish rules for the use of Club facilities and/or property and such rules, as approved by the Board, shall be binding on all members.

Membership Obligation

By accepting membership in the Charlevoix Yacht Club, each member accepts and subscribes to these Bylaws of the Club, and agrees to observe and obey any regulations, rules, or procedures established herein or established under the authority granted herein.