

COWES YACHT CLUB INCORPORATED

CLUB REGULATIONS

July 2013

These Regulations are made in accordance with Rule 13.2 of the Cowes Yacht Club Inc. Rules dated 28th January 2009.

Under the Rules of Cowes Yacht Club Incorporated, the Committee reserves the right to make an exception to any Regulation, should in its opinion circumstances render such exception necessary. The regulations may be altered from time to time by a decision of the Committee which undertakes to publicise such changes by Newsletter, attaching such a change to the relevant equipment, or to the Notice Board. Members are particularly requested to ensure that all members of their families are conversant with the Regulations. Every member has an obligation to further and promote Cowes Yacht Club Inc. and is therefore a part custodian of all Club facilities. It is up to each member to act, and to see that others act responsibly with regard to Club property. This also applies to maintenance of all equipment and facilities. Undue losses and costs due to lack of care and responsibility can only be recovered from the total membership through increases in subscriptions.

INTERPRETATION

Throughout these regulations yachts, boats or other aquatic craft will be referred to as "Boats"

1. THE CLUB FLAGS.

- 1.1. The Club Burgee shall be red, white and blue with a blue "C" on the white panel. Any Member may fly the Club Burgee on his boat, provided that the boat is not used as a working boat or let out for hire.
- 1.2. The Commodore's flag shall be the Club Burgee swallow-tailed.
- 1.3. The Vice-Commodore's flag shall be the Club Burgee swallow-tailed and with one ball in the upper head quarter.
- 1.4. The Rear-Commodore's flag shall be the Club Burgee, swallow-tailed and with two balls in the upper head quarter.
- 1.5. No Flag Officer's flag shall be displayed on any boat unless such Officer is on board, or unless it is his/her intention to return before sunset on the same day.
- 1.6. When two or more Flag Officers of the club are on the same vessel, the flag displayed shall be the flag of the senior officer.

2. THE CLUB YARD.

- 2.1. Tidiness in the Yard is the responsibility of all members (and their guests). Members are responsible for cutting grass in their boat space.
- 2.2. Only boats belonging to the Club or members of the Club are permitted in the Yard, except those boats being used by visiting competitors to take part in Club

events or hosted regattas, which boats may be admitted is at the discretion of the Committee or Officer-of-the-day, if boat space permits.

- (a) On behalf of the Club, the Club agrees to allow the Member to store the named Boat/s and its associated equipment on the Club premises subject to payment by the member of the annual membership fee and the storage fees for each year by the due date and compliance with the other terms of these regulations.
- (b) The Member agrees to pay the annual storage fee by the due date and to be bound by the other terms and conditions of these regulations.
- (c) Payment of the storage fee entitles the Member to the use of storage space on the Club premises, as directed by an officer of the Club from time to time. The Club in its absolute discretion may allocate an alternate space at any time during the operation of these regulations, without prior notification to the Member.
- (d) The Club will not be liable for any loss or damage to the boat including associated equipment while stored at the Club, and the boat remains on the Club premises at the sole risk of the Member.
- (e) The Member warrants to the Club that the boat and associated equipment are in a good & safe condition for storage at the Club premises. The member agrees to hold the Club harmless and to fully indemnify the Club for any loss, suit, claim or demand brought against the Club or any of its members or officials, that has resulted from the storage of the Member's boat and associated equipment, whether in negligence or otherwise.
- (f) The Member will name spars, sails and associated equipment so they can be easily identified.
- (g) The Member will cause the boat stored pursuant to these regulations to be actively used.
- (h) The annual storage fee is payable in advance and is due at the beginning of the Club's financial year (that is, on 1 May in each year) or at the time the boat is first stored at the Club.
- (i) In the event that Boat storage is terminated by either party for any reason, or if the boat is sold or removed from the Club premises, the Club (in its sole discretion) may determine whether to refund all or part of the boat storage fee paid by the Member.
- (j) The Club, in its sole discretion, may terminate Boat storage immediately by written notice to the Member at his/her last notified address at any time for such reasons as the Club may determine, including but not limited to the following:
 - 1. The storage fee remains unpaid for 3 months after the due date;
 - 2. The boat is not actively used; or
 - 3. The Member is no longer a financial member of the Club.
- (k) The Member shall remove the boat and its associated equipment from the Club within 30 days of the date of the notice of termination.
- (l) If the Club has terminated Boat storage by notice in writing to the Member and the Member does not remove the boat including associated equipment from the Club premises within 30 days of the date of the notice of termination, the Member authorises the Club as his or her agent to sell or otherwise dispose of the boat and associated equipment and recover from any proceeds all costs associated with the removal, storage, sale or disposal of the boat and equipment ("costs"). Any proceeds of sale

remaining after deduction of costs and monies owing by the Member to the Club, shall be remitted to the Member at the member's last known address. The Club may sell the boat and associated equipment pursuant to this provision in any way it deems appropriate, whether by private sale or public auction.

- 2.3. No person other than a member of the Club may launch or recover a boat by using Club facilities except by invitation of the Senior Flag officer or Executive Officer present.
- 2.4. Allocation of boat space is made each year by the Yard Sub-committee in consultation with the Secretary, and subject to the approval of the Committee. Members must keep their Boat confined to the section of the yard allocated for its storage from time to time. The Committee through its executive officers reserves the right to alter boat space allocation or request a member to remove his/her boat. Fees for boat storage will be decided by the Committee.
- 2.5. The Club Yard or any other part of the premises cannot under any circumstances be used for commercial purposes.
- 2.6. Cars may not park in the yard between November 1st and May 1st except to unload, after which they must be moved outside immediately. Vehicles parked in the Yard at other times must be left unlocked with the keys in the ignition in case it becomes necessary to move them.
- 2.7. The speed limit in the yard for all vehicles is 5 km/h. (walking pace)
- 2.8. Providing there are no water restrictions, members may wash boats and other equipment within the confines of their own boat space, using their own hoses. The Club does not supply hoses. Members are requested to use as little water as possible as the charges for excess water are very high. If water charges become excessive, the practice of washing boats and other gear will be curtailed or prohibited altogether.
- 2.9. Any Boat left in the yard with the mast up must be fitted with a mast baffle, if applicable, and further treated so that no noise is created by the rigging or other fittings. If a mast baffle is not fitted, the Committee may fit such a baffle and recover the cost from the member. The Committee reserves the right to move or remove any boat in the owner's absence. Masts without baffle may be taken down on the authority of any member of the Committee.

3. YARD SPACE

- 3.1. The maximum width of any vessel, including trailer is limited to 2.5 metres. Those over this width incur additional charges at the discretion of the Committee.
- 3.2. Each Boat that a member owns, operates, keeps, uses or maintains on the Club Premises shall incur the appropriate fee for boat storage as determined by the Committee from time to time.

- 3.3. Boats stored on the premises are required to have affixed to their transom or hull(s) the following identification requirements of the AYF:

	<u>Height</u>	<u>Width</u>	
Name of boat	- 50mm by 8mm or larger		eg. "Flashes of Brilliance
Sail number	- 50mm by 8mm or larger		eg "110680"
Class of boat	- 20mm by 4mm or larger		eg. "Hobie 16"
Name of Yacht Club	- 20mm by 4mm or larger		

Cowes Yacht Club Stickers can be bought from the Club at a price set by the Committee.

- 3.4. In addition, Boats stored on the premises must have their trailer identified with the correct coloured plastic disc for the year. The member's name and phone number are to be affixed to the disc using the appropriate coloured tape for the year and also onto the transom or hull of the Boat using the same tape. This will be done by a Committee member using the Club's labeller and the details listed in the register kept in the Committee room.
- 3.5. Boats stored in the yard must have their masts lowered and secured between the Monday of the Queen's Birthday weekend in June and 31st. August, unless an exemption is applied for and granted by the Committee. The Committee reserves the right to lower the mast and/or impose a fine, as noted in the fee structure, for failure to comply.
- 3.6. Dinghies used as tenders for a member's Boat may only be stored in the Club yard within the confines of the section of the yard allocated to the member for his/ her Boat.
- 3.7. Club's definition of a dinghy: A Craft not exceeding 2.5 metres in length, propelled only by oars or paddles.
- 3.8. The Club Dinghy may be used by a member for the following reasons:
- (1) Emergency
 - (2) Organised Club activity
 - (3) To assist in mooring or retrieving a member's boat.
- 3.9. It is the responsibility of any member using the Club dinghy to return it to its correct position in the yard immediately following use. It must not be left on the beach.

4. SLEEPING ON BOATS

- 4.1. Under the Shire Council Regulations and in the terms of the Club's permissive occupancy of the site, sleeping on boats in the yard is prohibited.

5. TRACTOR

- 5.1. Only members who have been instructed in its use and approved by the Committee may operate the Tractor. Members who have not had usage instruction shall not be allowed access to the keys.
- 5.2. The Tractor may be used by approved members for the movement of boats in the yard, or for other club duties as approved by a committee member.
- 5.3. After use on the ramp, the Tractor must be thoroughly washed and returned to its proper parking space under cover. The keys are to be returned to the locked box immediately after use.
- 5.4. The committee's preferred method of launching boats is using the winch. Any boat or trailer requiring the tractor wheel rims to be immersed in the water during launching or retrieving, must be launched and retrieved with the Club winch cable.
- 5.5. The tractor shall not be driven into the water nor parked on the ramp to retrieve or launch a boat in such a position that wave action results in sea water washing around the tyres (nearest to the water line) to a height exceeding 150mm or the lowest point of the wheel rim, whichever is the lower. Under normal use, water must not intentionally reach the wheel rim at its lowest point with the exception of an emergency.
- 5.6. Any mechanical fault detected must be reported to the Rear-Commodore, Secretary or other member of the Committee immediately.

6. THE RAMP AND WINCH AND USE THEREOF

- 6.1. Only members who have been instructed in its use and approved by the Committee may operate the winch.
- 6.2. Maximum care must be exercised at all times when using the ramp or winch. Carelessness could well result in injury or worse.
- 6.3. Motor vehicles are not permitted on the ramp, (except the tractor.)
- 6.4. All trailers when used on the ramp must be fitted with a jockey wheel at least 250mm in diameter. Boat Trailers must NOT be left or stored on the Beach.
- 6.5. All boat trailers must be equipped with a fixture for the attachment of the winch cable hook. Cable must not be wrapped around any part of the trailer.
- 6.6. The extension cable when used must be recoiled and returned to its correct place in the winch room.
- 6.7. Trailer security chains must be attached to tractor when moving boats.
- 6.8. All full members are entitled to use the ramp to launch boats. Rescue boats have priority at all times. Power boats should generally give preference to yachts and

should try to launch and retrieve at times which avoid rostered race starts and where possible race finishes. At all times politeness and helping each other facilitate efficient use of the ramp.

7. FUEL PUMPS

- 7.1. The fuel pumps are operated on an honour system, and care must be exercised in entering your purchase correctly in the books provided and stored in the winch room. Instructions are written in the front of each book. Report any discrepancy to the Secretary immediately. (NB. The cost of fuel is always slightly higher than local pump prices in accordance with the agreement made with the supplier.)

8. WINCH ROOMS.

- 8.1. Winch rooms are not to be used to store personal belongings. In the interests of safety and efficient usage it is the responsibility of all members to keep the winch room tidy.

9. CLUB PATROL BOATS

- 9.1. The overall responsibility for the use and maintenance of the Club's rescue vessels belongs to the Rear-Commodore.
- 9.2. Only persons authorised by the Committee may use Patrol and Rescue-craft which are the property of the Cowes Yacht Club Inc.
- 9.3. Authorisation of Skippers for any rescue or patrol boat will be the prerogative of the Committee, or a special sub committee of the Committee, except in the case of emergency.
- 9.4. Proposed use of boats must be sanctioned by the Rear Commodore or in his absence a Flag Officer, the Patrol Boat Captain, the Secretary, or a member of the Committee.
- 9.5. Other than in the case of an obvious emergency, rescue operations will only be undertaken if requested by the Victoria Police or other official co-ordinating body.
- 9.6. In the event of a sanctioned rescue a Log-book must be kept, in the radio room, in which is recorded the following data in relation to rescue operations:
 - (1) Time the boat was launched
 - (2) Time of return.
 - (3) Quantity of fuel; consumed.
 - (4) Purpose of voyage.
 - (5) Names and addresses of people rescued.
 - (6) Type and name of vessels towed,
 - (7) Distance and destination of craft towed.
 - (8) Damage to craft at time of attaching tow-line.

- (9) Any other relevant information relating to the voyage.
 - (10) Any damage, mechanical fault or other maintenance work required on the Club owned vessel, trailer or other equipment.
 - (11) Details of the Authorising Authority and the Rescue Boat Crew.
- 9.7. Unauthorised use of any Club rescue craft will be charged to the personal account of the member responsible and suspension from further use may be imposed.
- 9.8. After the use of the Patrol Boat designated as "CK11" the following procedure must be observed:
- (1) Tanks to be refuelled with the appropriate fuel and where applicable oil levels topped up and the quantity of each material recorded.
 - (2) Engines must be flushed with fresh water using the equipment provided. The person so doing must record this in the Log and sign.
 - (3) Motor covers should be removed and the motor sprayed lightly with the appropriate anti corrosive agent and the covers replaced. Where applicable the observation water outlet should be cleaned and the outside of the motors hosed with fresh water,
 - (4) The trailer should be thoroughly hosed with fresh water, and inspected for rust or other damage. Any damage must be reported to the Rear-Commodore, the Patrol Boat Captain, or a member of the Committee.
 - (5) All on board equipment must be checked for damage and neatly stored. The Radio is to be switched off and removed for security storage when applicable.
- 9.9. Any defect or maintenance seen to be required must be recorded in the Log and reported to the Rear Commodore, the Patrol Boat Captain, Secretary, or a member of the Boating Committee as soon as possible.
- 9.10. Whenever possible the smaller of the Club Rescue craft should be used and the larger boat kept on stand by or at anchor.
- 9.11. One set of keys for the Patrol Boat will be in the possession of the authorised Patrol Boat Captain, who shall be appointed by the Committee at its first meeting following the Annual Meeting each year. Another set will be kept in the key cabinet in the storage area under the club, and a third set will be in the care of the Secretary.
- 9.12. At no time will any rescue craft be put to sea without an adequate crew. The number for CK11 shall be three and the smaller craft, two. (Except in an emergency to be determined by the Patrol Boat Captain, a minimum of two (2) competent crew shall suffice.)
- 9.13. With regard to the inflatable craft, the following procedures shall be observed after use:
- (1) The fuel tank to be topped up and the quantity recorded.
 - (2) Air pressure in the craft checked and adjusted if necessary.
 - (3) The boat and trailer are to be cleaned of sand and other debris and washed with fresh water.
 - (4) Boat must be placed on its trailer and stored under cover.

- (5) Any defects are to be recorded in the Patrol Boat Log and must be reported to the Rear Commodore, Secretary, or any other member of the Committee.
- 9.14. Nothing in any of these regulations is intended to inhibit urgent use of either vessel in the event of obvious or visible emergency.
- 9.15 All members are expected to help with race control, radio, rescue boats and course laying duties. Where there are physical reasons for not being able to help as in the rescue boat, these will be addressed. Training will be provided and new and current members are expected to attend and learn or upgrade skills. These events are rostered and managed by the Rear Commodore who chairs the Sailing Subcommittee which includes the Sailing Captain and Patrol Boat Captain. The committee will provide training sessions for the duties. If a rostered duty cannot be attended, it is the member's responsibility to arrange a replacement.

10. THE CLUB ROOMS

- 10.1. All persons using Club facilities are required to clean up in an efficient manner, leaving the rooms in a pleasant, clean and tidy state before leaving the premises.
- 10.2. Smoking is not permitted in the Club Rooms or any enclosed area of the Club.
- 10.3. Alcohol is permitted in the Club according to the terms of the Club Licence. Alcohol is not permitted to be consumed by minors. Members and visitors who are inebriated may be asked to leave the premises.
- 10.4. The Radio Room is out of bounds except to duly Authorised personnel.
- 10.5. Animals are NOT permitted in Club Rooms.
- 10.6. Members must supervise children in the use of the showers and toilets. Hot water is limited and frequent daily use by individuals is not permitted.
- 10.7. The Committee Room is out of bounds to all unauthorised persons.
- 10.8. The kitchen may be used by all members at any time except on days when social events are held and the kitchen is required for catering. Members are required to wash all dishes used, dry and put them away and leave the area in a clean and tidy condition. Every care must be exercised in the use of the kitchen facilities to avoid risks of injury. Members must restrain children from abusing kitchen facilities.
- 10.9. The telephone is also on an honour system and may be used by Senior Members only. In the book provided, enter your name, the destination of the call, the number called and the number of units registered on the meter. Calls will be debited to your account. Do NOT leave money for calls.
- 10.10. The Club TV and Video Equipment is primarily for use in training and specific social events and may only be used for other purposes in accordance with the

policy formulated by the Committee. This policy will be shown on notices in the club house.

10.11 All members are expected to contribute to social events if rostered. A member familiar with club procedure will usually be rostered in charge. These events may include fundraising dinners, catering for events such as Opening Day afternoon tea, Commodore's Welcome party and lunches for sail training, regattas and other events that occur. These events are rostered and managed by the Vice commodore on behalf of the Committee.

10.12 A member may use the club rooms for a personal social event at the discretion of the committee. A fee may be charged for cleaning if the facility is not sufficiently cleaned.

11. KEYS, GATES AND DOORS

11.1. It is all members' responsibility to ensure all doors and padlocks are locked.

11.2. Electronic fobs shall be issued with a refundable deposit. Full members shall be entitled to purchase a gate key only if they have a boat in the yard. The committee will set these fees as it sees fit.

11.3. Children under 16 years and/or guests will not be allowed in the club before 9 am or after 9 pm. unless accompanied by a senior member.

11.4 . Electronic fobs can be obtained for junior family members by their parents but remain the responsibility of the full member, no keys will be issued to juniors. Senior Members prepared to accept this responsibility may apply for additional Fobs for members of their dependant family over the age of sixteen years.

11.5. Social members will be entitled to electronic fobs only, allowing access to the social club rooms and toilet facilities only.

11.6. Members must ensure that all gates are locked before leaving the premises. The pedestrian gate shall not be propped open; the last member (last fob swiped) shall be responsible to ensure gate is closed properly.

11.7. Keys found in locks will be confiscated and may be returned to the owner at the discretion of the Committee. Records of these happenings will be kept and repeated occurrences may lead to the person being debarred from key privileges.

11.8 A fob will be issued to each Senior Single Member and to each Senior Family Membership on joining, and members may apply to the Secretary for further fobs. All fobs/keys will be entered in the Key Registry. The fee charged for keys will be at the discretion of the committee.

11.9. Keys/Fobs are not transferable.

11.10. Member's who become non financial, resign or take leave of absence must surrender their keys/fobs to the Secretary immediately. When a member is not financial their fobs will be deactivated until all fees are paid. If a member resigns and returns their fob in working condition they will be entitled to refund of the deposit.

11.11. Keys other than those entered on the Key Register must not be used. Action will be taken against any person detected using a key not so entered. Unauthorized cutting of Club keys is not permitted.

11.12. A member losing a fob or key must notify the Secretary or a Committee member as soon as possible so the fob can be deactivated.

12. PARTICIPATION IN CLUB EVENTS AND ACTIVITIES.

12.1. VISITORS are expected to comply with the regulations of the Club. This applies in particular to the following matters which are for safety and security purposes.

12.2. Members introducing visitors to the Club must enter their names and addresses in the Book provided which shall be available in the vicinity of the main door. Members may not introduce the same visitor more often than on six days in one month, without the approval of the Commodore.

12.3. Members are responsible for the behaviour of their guests.

12.4. Guests may not remain after their hosts have left the premises.

12.5. No persons other than Members and their guests shall make use of the facilities of the Club.

12.6. A Boat brought to the Club and sailed by a Visitor is done so at his/her sole risk. The Club is not responsible for the seaworthiness of such Boats.

12.7. No visitor shall sail from the Club without first paying the appropriate racing fee and completing a Visitor's Race Application, or writing their name, boat name, sail number, probable destination and anticipated time of return on a sheet of paper and attaching same to the Club Notice Board. On completion of voyage same to be removed immediately from Notice Board.

12.8. Suitable Life Jackets or other personal buoyancy of an up-to date S.A.A. Approved pattern must be worn at all times when competing, except when a valid AYF or VYC Class Dispensation is in force. In the latter instance the onus of proof of the existence of the Dispensation shall rest with the competitor or sailor. When not competing, such garments should be worn whilst boating.

12.9. All Boats participating in Club events or using Club facilities must have Third Party Property and Public Liability Insurance cover.

12.10. The Safety Regulations applicable to boating activities must be observed at all times. All craft must be equipped, maintained and operated in accordance with the Victorian Boating Regulations, the AYF and the VYC Safety Prescriptions.

12.11. All craft are taken on the water at the owner's or his agent's risk. The Cowes Yacht Club Inc. accepts no liability or responsibility.

- 12.12. Members and Visitors shall be conversant with the current rules of competitive sailing, which must be observed at all times.
- 12.13. No junior yachtsman shall take any boat out to sail unless there is a Senior Member available with a powerboat ready for immediate use.
- 12.14. The Boating Sub- committee, or Committee, and Officer-of-the Day reserve the right to cancel sailing and require yachtsmen to return to shore if weather conditions are unfavourable.
- 12.15. Anyone requiring sailing instruction should contact a member of the Boating Sub- committee.
- 12.16. It is the absolute discretion of the Rescue Boat Skipper to take any action to protect life or property of any sailor or craft at risk. Cowes Yacht Club Inc. accepts no responsibility for any damage caused during the execution of this action.
- 12.17. The Club endorses proper protection from sunburn. It endorses this policy in its teaching sessions and provides emergency supplies of sunscreen.

13. ENFORCEMENT OF RULES

- 13.1. Any Flag or Executive Officer of the Club or any Member of the Committee has full authority from the Committee to enforce these regulations.

BY ORDER OF THE COMMITTEE

Date: 21st July, 2013