

## **DRUMMOYNE SAILING CLUB (DSC) BY LAWS TO BE READ IN CONJUNCTION WITH THE CONSTITUTION**

The Club By-Laws are a set of rules or conditions approved by the Board of Directors to guide members and staff in the day-to-day operation and administration of the Club. They supplement the Constitution by expanding the objects set out therein. In accordance with Rule 28.19 of the Constitution, these By-laws are effective upon being posted on the Club notice board. The Board reserves the right to alter or amend the By-Laws at any time. In accordance with Rule 20, the Board may restrict a Member's privileges for non-compliance with the By-Laws.

Unless otherwise specifically defined, the term 'management' includes the General Manager, the Operations Manager, the Duty Manager, the Sailing Manager, Supervisor, or any other person assigned by the Board as management.

### **1. RESTRICT ACCESS TO CLUB PREMISES**

Consistent with government legislation and amendments the Board may vary or implement specific entry requirements for Club members and guests from time to time.

### **2. NOTICE BOARDS**

The Club notice board is defined in Section 3 of the Constitution. There are currently two notice boards within the club, which are located near the Club foyer and the Sailors Bar.

### **3. PAYMENT OF CLUB MEMBERSHIP FEES**

Membership renewals are due on July 1st each year. A renewal period of three months applies until 30th September of the current year. Members who have not paid a renewal fee by this date will be classed as non-financial until they renew their membership. Non-financial members are not eligible to receive club benefits.

### **4. MEMBERSHIP CARDS**

Each member will be issued with one membership card, which is not transferable.

### **5. DRESS REGULATIONS**

Dress regulations are at the discretion of Club Management and may be varied from time to time. Members and visitors are expected to be aware of the current regulations that are displayed at the Club's entrance foyer.

### **6. STANDARD OF CONDUCT**

Children must be supervised by a responsible adult at all times and remain within the designated areas. Disruptive behaviour will not be tolerated and will be reported to the responsible adult.

Members and visitors are required to behave in an orderly fashion at all times in all club premises, including the car park and boat storage shed. Abusive or inappropriate behaviour and/or language will not be tolerated. Such behaviour should be referred to Management and appropriate action taken as required at the time of the incident. Depending on the seriousness of the behaviour, further action may be considered and recommended by the Board.

## **7. CLUB FACILITIES**

Club Membership does not automatically entitle members to use any area or facility owned or leased by the Club. Bookings to use a specific area, equipment or facility for private use must be made through Management.

## **8. PARKING**

Parking in the areas set aside for that purpose is limited to Club members, visitors and staff of DSC while using Club premises. The following conditions apply:

- Vehicles shall not obstruct entry to the slipway, loading dock, boat rigging areas, boat storage or boat shed access.
- “NO PARKING” signs must be observed at all times.
- The riding of bicycles, scooters, skateboards rollerblades or any similar equipment in the club’s car parks is prohibited.

## **9. CLUB ELECTIONS**

In accordance with ClubsNSW Best Practice Guidelines the distribution of “how to vote” material is not allowed on Club premises.

### **BY-LAWS APPLICABLE TO SAILING ACTIVITIES**

## **10. DEFINITIONS**

- **COMMODORE** - is the principal Flag Officer and sets a direction for the sailing activities of the club and is responsible for the organisation and management of those activities. The Commodore chairs the General Committee meetings and reports to the Board.
- **VICE COMMODORE** - is second in command Flag Officer and is responsible for leading the on water activities to provide a safe and competitive racing environment. The Vice Commodore should coordinate activities across sailing classes and the Sailing Academy to not only ensure a successful sailing season but also to promote collaboration and development of sailors through the classes.
- **REAR COMMODORE** – is a Flag Officer and is responsible for the organisation and management of our vessels and all the land based assets of our sailing activities to they are planned for and maintained to ensure the sustainable, safe and smooth operation of sailing activities.
- **CLUB CAPTAIN** - is a Flag Officer and is responsible for the engagement of members and the community in the sailing activities of the Club.
- **SAILING MANAGER** - the Sailing Manager works closely with the Flag Officers in the delivery of their roles. The Sailing Manager’s objective is to grow the Sailing Academy as a major feeder of new junior and adult sailors for the sailing activities of the Club, to run the Academy on a sustainable financial basis and to assist the Commodore in coordinating volunteering

efforts to deliver on the sailing activities vision.

- The Sailing Manager is responsible for the administration and implementation of sailing policy and the management of the Club's sailing infrastructure.
- The Sailing Manager also oversees implementation of the Club's By-Laws as they relate to sailing. The Sailing Manager reports to the General Manager.
- SAILING DIVISIONS - The Club comprises a number of Sailing Divisions that represent various classes of boats. The Sailing Divisions coordinate the sailing activities of their classes via the Sailing Committee. Each division has its own committee and manages its own operational funds, which are considered as sailing operating funds of the Club with each Division presenting financial reports as required by the Club accountants to enable complete financial reconciliation of Club funds.
- GENERAL COMMITTEE – The General Committee is the peak committee associated with sailing and it leads and coordinates all aspects of sailing and sailing member engagement across the club. It comprises the Commodore (chair), Vice Commodore, Rear Commodore, Club Captain, a Board Member and the Sailing Manager.
- SAILING COMMITTEE - The Sailing Committee comprises the Vice Commodore (Chair), the Sailing Manager, plus a representative from each Sailing Division. The Sailing Committee oversees all on water sailing activities at the Club, with the Committee proceedings being reported to the Board.
- SAILING MEMBERSHIP - All members join the DSC as Social Members. To apply to become a **Sailing Member**, a member must:
  - a. Be an active member of a sailing division, and
  - b. Submit an application to the Board through their respective sailing division.

## 11. CLUB VESSELS – MOTOR

Requests from a from a sub-Club to support a regatta with DSC support vessels will be forwarded to the Sailing Committee for consideration with the following supporting information:

- Name and location of the regatta, organising club, dates etc
- Number and type of DSC boats competing in the regatta.
- The benefit to DSC of providing the support vessels
- The cost/income to the club from providing the vessels
- Which vessels are proposed to be sent and compliance with the Minimum Local Requirements Schedule (below), their roles in regatta management and who will be driving them.

If the Sailing Committee is supportive of the request, it will make a recommendation to the Board for approval.

### Schedule of Minimum Local Requirements

Day	Sailing activities	Vessel Requirements
Tuesday	Yacht Twilight racing and Junior sail training	DSC 1/Arvor +DSC 7 + 2 other RHIBs
Saturday	16 Foot Skiff and Hartley TS16 racing	DSC1/Arvor + DSC 7
Saturday	Hartley TS16 racing	DSC 1 & DSC 7
Saturday	16 Foot Skiff racing	DSC 1
Sunday	Junior and Yacht racing	DSC 5 +3 RHIBs
Sunday	Junior racing	DSC 5 +3 RHIBs
Sunday	Yacht racing	DSC 5

If the Sailing Academy is also operating on a day that support boats are requested for use at an external regatta, the Sailing Academy's requirements will need to be added to the above minimum mandatory boats needed to support.

Only nominated drivers approved by the Sailing Manager, a Director, or the President of a Sailing Division, or those supervised by a nominated driver may operate the Club's motor vessels.

Any damage, faults or problems that occur or are observed during use of the vessel must be reported to the Sailing Manager as soon as practicable, including details of any incidents (e.g. accident, collision or personal injury).

## **12. CLUB BOATS – SAILING**

Club sailing boats are covered by the Club's insurance and may only be used on each occasion with the permission and in accordance with the specific conditions of the respective Sailing Division associated with that class.

## **13. USE of CLUB MOORINGS**

DSC has a number of courtesy moorings for the use of members and visitors. Access to these moorings is subject to the following conditions:

- Bookings must be made with the Sailing Manager or General Manager and are subject to availability.
- Fees apply for boats moored overnight. The fee rate is set by the Board each financial year.
- Vessels occupying a mooring without obtaining DSC approval may be removed by the NSW Maritime Authority.
- Any incidents relating to the use of or damage to courtesy moorings must be reported to the Sailing Manager. Any costs may be recovered.

## 14. ON-SITE BOAT / TRAILER STORAGE

Storage of boats on the Club's premises is subject to the Club's approval and restricted to members actively sailing at the Club plus acceptance of the terms and conditions as stated in the "BOAT STORAGE AGREEMENT" available on the Club website.

- Applications for storage must be submitted through the Sailing Manager.
- The Sailing Manager is responsible for the approval and management of boat storage in the boat shed and the tender racks.
- Dinghies (rowing) must be 8ft. max and stored in the tender racks provided. Owners name, membership number and contact details must be inscribed on hull.
- Applications for storage outside the boat shed and tender racks will be considered by the DSC Board on the recommendation of the Sailing Committee. The recommendation will include the rationale for allowing storage of the boat, location of storage, period proposed for the storage and the intended fee.
- Applications for storage of Hartley TS16s will be considered by the DSC Board on the recommendation of the Sailing Committee. The recommendation will include confirmation that the proposed storage agreement will not breach the maximum of seven boats set by the Board for the onsite storage of Hartley TS16s, location of storage and period proposed for storage.
- Any boat or trailer left at the Club's premises without permission may be removed at the Club's discretion and at the cost of the owner.
- Due to demand, it may be necessary to register interest in boat storage on a waiting list maintained by the Sailing Manager.

## 15. CLUB REPRESENTATION

The Board may consider applications for financial assistance for travel expenses associated with boats representing the Club, subject to the following conditions:

- Boats are representing the Club at recognised Australian national or international titles
- The skipper and crew are financial members of the Club and are registered with a sailing division of the Club
- Boats must have competed in 50% of scheduled club events prior to the date of the national or international titles and.
- if an international championship is part of a national championship or follows immediately after a national championship in the same location, the boat is eligible for only a single travelling subsidy.

Applications must be made via the respective sailing division and lodged with the Sailing Manager prior to the event, to be reviewed by the Sailing Committee for a recommendation to the Board.

The travelling money guideline is:

<b>Straight line distance from Drummoyne Sailing Club</b>	<b>Amount</b>
Sydney Metropolitan	\$0
Outside Sydney Metropolitan - 1000 km	\$200
1001km – 2000km	\$400
2000km +	\$600

Sydney Metropolitan area is within the area of Sydney Harbour, Botany Bay, or Georges River, and be able to travel home each night from such an event.

## **16. USE of CLUB FACILITIES for PRIVATE PURPOSES**

Access to the Club's property is subject to the following conditions:

- Members wishing to perform maintenance on their **own** boat/vessel are obliged to obtain permission from the General Manager or Sailing Manager. A levy may be imposed to cover power, water etc.
- Members or persons wishing to access the Club's property for commercial purposes must obtain permission from the General Manager and/or Sailing Manager. Access is not generally approved except where specific authorisation is obtained for a specific purpose and specific period. Fees may apply.

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