

# UBC Sailing Club BYLAWS

Enacted on October 22, 2022. This document contains Bylaws of the UBC Sailing Club, hereinafter referred to as the Club. It shall take precedence over any past Bylaws, and any past or future Policies and Procedures.

## BYLAW 1: Name

The Name of this Club shall be UBC Sailing Club.

## BYLAW 2: Purpose

The Club's category is recreational. The Purpose(s) of this organization shall be:

1. recreational sailing, windsurfing, stand-up paddle boarding and kayaking for members;
2. instruction for members on all club-owned watercraft and related activities;
3. competitive sailing for members; and
4. other activities related to recreational and competitive sailing for members.

## BYLAW 3: Steering Committee

The Club shall have a Steering Committee. The Steering Committee should include the following roles (but are not limited to):

1. President (Executive Committee member)
2. Vice-President (Executive Committee member)
3. Treasurer (Executive Committee member)
4. Rear-Commodore
5. Rear-Commodore
6. Rear-Commodore
7. Rear-Commodore
8. Past President

No person can be elected or appointed to more than one position on the steering committee at any time, excluding the position of Past President.

## 3.1 Elections and Appointments

### 3.1.1 Executive Committee

The President, Vice-President, and Treasurer positions should be elected as per the AMS's Club Master Constitution, for one-year terms by simple majority at the Annual General Meeting held in October. The new Executive team will subsequently start its term within 14 days of the election, but no later than November 1st.

A vacancy in the President or Treasurer position shall be filled by the Vice-President. If this is not possible for any reason the Steering Committee shall call for a General Meeting to take place within 30 days to fill all vacant Executive positions.

A vacancy in the Vice-President may be filled by electing a new Vice-President at a General meeting.

### 3.1.2 Commodore

The Commodore shall be appointed by a Motion of the Steering Committee. The Commodore shall be selected from one of the Steering Committee members.

The Commodore shall be removed by a vote approved by two-thirds, rounded down in terms of required votes for removal, of the Steering Committee. In the event of the appointment of a new Commodore, the new Commodore will immediately take office. The person holding the office of Commodore prior to this vote is not removed from the position they were elected or appointed for by this vote.

### 3.1.3 Rear-Commodore

The Rear-Commodores shall be appointed by a Motion of the Steering Committee. The appointment length shall not exceed two years and must terminate in an Annual General Meeting.

The Rear-Commodores shall be removed by a vote approved by two-thirds of the Steering Committee.

In absence of a sitting Steering Committee, the Rear-Commodores shall be appointed by unanimity of the Executive Committee.

### 3.1.4 Term Limits

In any 5 year period, the sum of the time any particular person would have held voting positions of the Steering Committee must not exceed 4 years.

### 3.1.5 Past President

In the year immediately following the end of the President's mandate, if they are not re-elected for the present year, such person shall have a non-voting seat on the Steering Committee.

### 3.1.6 Vacancies

All vacancies filled will have the same term expiration date as that of the person they are replacing.

## 3.2 Roles and Responsibilities

The following roles and responsibilities shall rest exclusively with the Steering Committees:

1. Enact policies and procedures as needed to ensure the Club's purpose is met.
2. To pass Motions for any material changes to the Club or its use by its members including but not limited to:
  - a. its allocation of funds;
  - b. its purchase, sale, transfer, and disposal of assets;
  - c. membership suspensions and removals;
  - d. restrictions from members utilizing their membership or Club assets;
3. To fill all vacancies in a prompt manner
4. To form Committees, enact policies, and perform any steps not otherwise precluded by the Bylaws herein to promote the long term success of the Club
5. To inform Club members no less than once a year on the Club status, which shall include information covering the time period since the last such update was given on the following topics (but not limited to):
  - a. any material changes to its assets not due to depreciation
  - b. a summary of the current financial status and fund allocation
  - c. any changes in appointed or elected members of the Steering Committee
  - d. any changes in the appointment of the Commodore

### 3.2.1 Executive Committee

The Executive Committee is responsible for ensuring that all decisions made are in the best interest of the Club's members.

The President shall:

- Chair the Steering Committee;
- Act as the main point of contact to the AMS Administration Team;
- Call the General Meetings;
- Act as one of two Booking Representatives.

The Treasurer shall:

- Act as liaison to Finance Commission;
- Act as one of two Booking Representatives;
- Act as the sole signing officer;

### 3.2.2 Commodore

The Commodore serves at the pleasure of the Steering Committee and shall be responsible for the operation of the Club.

## 3.3 Motions

Motions shall be proposed and seconded by Steering Committee members to be voted on. They shall pass by simple majority but must include at least two Executives in the affirmative.

## BYLAW 4: Annual General Meeting

The election of the Executive Committee members shall take place during the month of October at a General Meeting of the Club.

## BYLAW 5: Membership

The membership of the Club shall be comprised of:

- Active Members shall be those members who are registered in a credit course at the University of British Columbia or its affiliated institutions and are not in default of payment of the AMS fee.
  - Active membership fees shall be: \$140.00 (+tax)
- Social Members shall be those members who are registered in a credit course at the University of British Columbia or its affiliated institutions, are not in default of payment of the AMS fee and only interested in the “on land” social activities of the sailing club.
  - Social membership fees shall be: \$1.00 (+tax)
- Associate Members (also referred to as General Members) shall be those club members

who are not Active Members but who pay a club membership fee. They can be UBC alumni, research fellows, faculty members, staff, non-UBC students, or others willing to be involved in Club activities. They shall not be permitted to vote, or sign Club Petitions.

- Associate membership fees shall be: \$370.00 (+tax)
- Honourary Members shall be Club members who are not Active Members and who do not pay club membership fee, and shall not be permitted to vote, hold office, or sign Club Petitions.

Active Members, Associate Members and Honourary Members, provided that they recognize and act in accordance with Club rules and requirements as approved by the Steering Committee, are entitled to:

- Free use of Club dinghies, catamarans, windsurfing fleet, stand-up paddle boarding and kayaks upon certification;
- Participate in any event or program sponsored by the Club.

Social Members, provided that they recognize and act in accordance with Club rules and requirements as approved by the Steering Committee, are entitled to:

- Participate in any event denoted as “social”.

## BYLAW 6: Transition

The following statutes shall apply notwithstanding of any Bylaw listed above to facilitate the transition into this framework.

### 6.1 Past-President

The last person elected to the role of Commodore before this document came into effect may take the position of Past-President for one year at the time this document comes into effect.

### 6.3 Fleet Certification

At the moment this document is enacted, all members shall be certified to access the same fleets they were certified to access before this document is enacted.

The consequences of skippering a vessel a member is not certified for shall be up to the discretion of the Steering Committee.