

ROCKY  
POINT  
SAILING ASSOCIATION  
  
CONSTITUTION  
&  
By-laws

Rocky Point Sailing Association – Constitution

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**CONSTITUTION**

1. **NAME**  
The name of the club shall be the Rocky Point Sailing Association.
2. **PURPOSE**  
The purpose of the club is to promote water safety in small boats and facilitate the sport of sailing, through learn to sail programs, club cruises, club races and regular meetings

## BY-LAWS

### OPERATIONS

1. The operations of the club are to be chiefly carried on in Port Moody, Burrard Inlet and the waters of and adjacent to the Strait of Georgia. *This provision was previously unalterable.*

### DISSOLUTION

2. Upon the winding up or dissolution of the Rocky Point Sailing Association, the remaining assets, after payment of all debts and liabilities, shall pay, transfer or deliver the assets remaining to another Charitable or not for profit organization promoting boating and sailing or to trustees on trust for a similar charitable or not for profit purpose. *This provision was previously unalterable.*

### MEMBERSHIP AND TERMS OF ADMISSION

3. Any person interested in sailing shall be eligible to apply as a candidate for membership in the club.
4. The club shall consist of honorary members, life members, *family members*, single members and junior cadet members.
5. A single member shall be a member in good standing. A youth member shall be a member of the club up to the age eighteen (18).
6. Honorary members and life time members may be elected by the club on the recommendation of the committee at a general meeting. These are people who have contributed to the club in an extensive manner. An honorary member shall have no voting rights. A life time member shall retain all voting rights. These members are not required to pay annual dues.
7. Every candidate for membership shall be proposed by one member and seconded by another member and such candidate's name and address together with such other particulars as the committee may require shall be submitted to the Honorary Secretary.
8. Members other than honorary members may be elected at any meeting of the committee duly convened for that purpose.

### GOOD STANDING

9. All members are in good standing, except a member who has failed to pay his/her current annual membership fee or any other subscription or debt due and owing to the society and he/she is not in good standing so long as the debt remains unpaid.

### ENTRANCE FEES

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Adopted by the membership and approved by the Registrar under the Society Act on July 4<sup>th</sup>, 1995. Amended by the membership and approved by the Registrar under the Society Act: 07/11/01 (approved 01/02/02), 11/11/02 (approved 29/10/03), 09/02/05 (approved 13/04/05), 02/12/08, 03/12/2017 (approved 19/12/2017).  
(note that the latest amendments are italicized)

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10. On election to the club, members shall pay such entrance fee as the Annual General Meeting shall from time to time prescribe.

#### **SUBSCRIPTIONS**

11. Annual subscriptions shall be payable on election and on the 1<sup>st</sup> day of January in each succeeding year.
12. A member elected after the 1<sup>st</sup> day of October in any year shall not be required to pay more than one subscription for the period terminating on the 31<sup>st</sup> December of the year next following.
13. No member shall in any year be entitled to exercise any rights or privileges of membership until his/her subscription for that year and all arrears (if any) have been paid.

#### **TERMINATION OF MEMBERSHIP**

14. Any member who shall not have paid his/her subscription by the March 1<sup>st</sup> in any year shall be removed from the list of members by the committee. A member's name may be restored to the list of members by the committee at its discretion.
15. Every member elected to the club shall be deemed to have undertaken to comply with these by-laws and any refusal or neglect by a member to do so or any conduct by a member which in the opinion of the committee is either unworthy of a member or otherwise injurious to the interests of the club shall render such member liable to expulsion or other disciplinary measure by the committee provided that before expelling a member the committee shall call upon him for an explanation of his/her conduct and shall give him an opportunity of defending himself or of resigning his/her membership.
16. The vote on a resolution for the expulsion of a member shall be by ballot and the resolution shall only be carried if not less than two-thirds of committee members vote in favour of the resolution.

#### **ANNUAL GENERAL MEETINGS**

17. An Annual General Meeting shall be held in the club premises after the close of the Rocky Point Sailing Association fiscal year and not more than six (6) months after the close of the Rocky Point Sailing Association fiscal year every year.

#### **SPECIAL GENERAL MEETINGS**

18. Special General Meetings of the club may be called by the committee and shall be called on the receipt by the Honorary Secretary of a written requisition to this effect signed by six (6) members of the club. Such meeting is to be called in twenty-one (21) days.
19. Fourteen (14) clear days' notice shall be given to the members of the club of all general meetings.

20. At general meetings of the club every member (other than honorary or junior members) shall have one vote. Family members will be entitled to one vote only per family membership. Honorary members and youth members shall be entitled to attend general meeting of the club but shall have no vote. Youth members shall obtain voting representation through the Rear Commodore.
21. All business of the club shall be conducted under Roberts' Rules of Order.

#### **VOTING**

22. A quorum for the committee will be fifty-one (51%) percent but not less than four people. A quorum for any general meeting will be thirty (30%) percent but not less than six (6) members. Proxy voting will not be permitted.

#### **MANAGEMENT**

23. The affairs of the club shall be managed by the committee according to the Rules.
24. The committee may make such regulations as they shall think fit for the proper management of the club.

#### **COMMITTEE**

25. The committee shall consist of the officers of the club and not more than six (6) members of the club.

#### **OFFICERS**

26. The officers of the club shall consist of a Commodore, a Vice-Commodore, Past Commodore, Rear-Commodore, an Honorary Secretary and an Honorary Treasurer.

#### **DUTIES OF OFFICERS**

27. Commodore: The duties of the Commodore shall be to chair the various meetings, social events and to supervise the affairs of the club.
28. Vice-Commodore: The duties of the Vice-Commodore shall be to officiate in the absence of the Commodore, organize the annual Sail Past and to arrange entertainment for the general meetings.
29. Past Commodore: The duties of the Past Commodore shall be to advise the current officers on general matters pertaining to the club, and to supervise the club trophies. The Past Commodore is the previous Commodore.

30. Rear Commodore: The duties of the Rear Commodore shall be to manage the operations at the club site and represent the Junior Membership.
31. Honorary Secretary: The duties of the Honorary Secretary shall be to record the minutes at each of the meetings and to conduct any necessary correspondence.
32. Honorary Treasurer: The duties of the Honorary Treasurer shall be, to record financial transactions and to report the annual budget in the Annual General Meeting.

#### **ELECTION OF OFFICERS AND COMMITTEE**

33. The officers and committee shall be elected at the Annual General Meeting in each year and shall hold office until the conclusion of the next following Annual General Meeting. The retiring officers and committee shall be eligible for the re-election providing that no member may hold the office of Commodore, Vice-Commodore or Rear-Commodore for more than *five* consecutive years.
34. Candidates for election to any office (other than retiring officers) shall not be considered unless the name of such candidate and his/her proposer shall have been communicated to the Honorary Secretary.
35. Candidates for election to the committee who shall offer themselves for re-election together with such other members of the club as shall have been duly proposed and seconded by members of the club.
36. If the number of candidates duly proposed and seconded exceeds the number of vacancies to be filled, the election shall be by ballot.

#### **CASUAL VACANCIES**

37. If any casual vacancy shall occur in the office of Commodore, Vice-Commodore or Rear-Commodore, the committee shall convene a Special General Meeting for the election of a member to fill such vacancy until the next Annual General Meeting within thirty (30) days.
38. If any casual vacancy shall occur among the members of the committee other than the Commodore, Vice-Commodore or Rear-Commodore, the committee shall have the power to fill such vacancy by appointment.

#### **REMOVAL AND REMUNERATION OF OFFICERS**

39. The members may, by special resolution, remove an officer before the expiration of his/her term of office, and may elect a successor to complete the term.

40. No officer shall be remunerated for being or acting as an officer, but an officer shall be reimbursed for all expenses necessarily and reasonably incurred by him while engaged in the affairs of the society.

#### **BORROWING POWERS**

41. Subject to the Society Act, the committee shall have authority to give operating costs of One hundred dollars (\$100.00) to subcommittees to carry out the club program. The committee may spend up to Five hundred dollars (\$500.00) for capital expenses without the approval of the General Meeting. The Committee may spend up to Two thousand dollars (\$2000.00) for replacement of equipment with approval of four Executive Members.

#### **AUDIT OF ACCOUNTS**

42. The accounts of the club shall be audited annually by two persons approved by the committee and a current financial statement shall be presented to the membership at the Annual General Meeting.

#### **CLUB SEAL**

43. The seal of the club shall be in the custody of the Honorary Secretary and shall be used by him or her at the discretion of the Commodore.

#### **ALTERATION OF BY-LAWS**

44. Notice of any alteration or addition to the By-laws intended to be proposed by a member of the club shall be given to the Honorary Secretary in writing before the 1<sup>st</sup> September if the same is to be proposed at an Annual General Meeting or at which the same is to be brought forward and full particulars of any such proposed alteration or additions shall be set out in the notice convening the meeting.
45. All such proposed alterations or additions and any amendments to them which may be proposed and seconded shall be put to the vote of the meeting and provided that on a show of hands or if demanded on a poll of a majority of two-thirds of the votes of those members present and entitled to vote shall be cast in favour of any proposed alterations or additions or amendments then the same shall be deemed to have been duly carried.

#### **BOOKS AND RECORDS**

46. Minutes of proceedings of meetings of the club and of the committee shall be prepared and held in custody by the Secretary. Account books and financial records shall be maintained and held by the club Treasurer.



47. Books and records of the club may be inspected by members, one week prior and one week following the Annual General Meeting, at the club premises by arrangement with the Secretary or Treasurer respectively.

**VISITORS**

48. A member of a club recognized by the Canadian Yachting Association (a list whereof is contained in the Year Book of such Association) may be authorized by any member of the committee to use the premises of the club on proof of his/her current membership of such recognized club. Such authorization shall specify the period {not exceeding fourteen (14) days} during which such person may use the premises of the club.
49. A child under the age of fifteen (15) years may only be admitted to the club premises when accompanied by an adult member of the club who shall be responsible for the safety and conduct of such child or if such child is attending a junior activity.

**LOAN OR CHARTER OF A CLUB BOAT**

50. If a boat shall be lent or chartered to any person other than a member of the club, such boat shall not be entitled to wear the club burgee during the period of such loan or charter and the owner of such boat during such period.

Seal obtained July 10, 1995 File Number S-33889