

# South Australian Radio Yacht Club Inc.

## MEMBERSHIP NOTES

The following are details of the designated classification and obligations for club members

### COMMODORE:

Chairs meetings or arranges for someone to do so. Directs general running of the club.

### VICE COMMODORE:

Assists and substitutes for Commodore when he is not available.

### SECRETARY:

Attends to all correspondence.

Collates and dispatches club Newsletter, memorandums etc..

Arranges for information to and National Newsletter and delivery of National Newsletter to members.

Calls all meetings and arranges for Minutes of Meeting to be taken and printed.

Carries out duties of Public Officer.

Prepares Annual Operating Reports for club and South Australian Radio Yachting Association.

Liases with Class Captains for Notice of Race, Sailing Programme etc..

Acquaints new and prospective members of club operation and rules.

Receives and forwards to appropriate Class Captains, Notice of Race forms as received from interstate clubs.

Issues Notice of Race for South Australian events to interstate clubs.

### TREASURER:

Collects Club Membership subscriptions, pays expenses and carries out necessary banking.

Liases with Secretary for payment of outstanding expenses.

Liases with Secretary re new and prospective members.

Prepares Annual Financial Reports for club and South Australian Radio Yachting Association.

Arranges for annual Auditing of Financial Records.

### ASSISTANT TREASURER:

Assists Treasurer with collection of club Membership subscriptions.

### CLASS CAPTAINS:

One Class Captain per yacht class. Responsible for day to day operation of represented class.

In accordance with committee agreed guidelines prepare next years Sailing Programme for submission and acceptance at AGM.

Reports to Committee any proposed changes to standard instructions. ie. Starting times, eligibility etc.

Organises running of programmed Sailing days;

Appoints PRO, arranges for buoy placement and recovery, scorers, judges (if required).

Keeps Score Sheets and sends a copy to the Secretary for filing.

Responsible for State Title events as required by the SARYA.

Attends committee meetings as required to overcome any operational problems.

### MEASURER:

Two nominated to, and approved by, the South Australian Radio Yachting Association.

Carries out yacht measuring on behalf of the club at convenient times to themselves and;

Maintains regulations folder and measurement forms as required,

Collects measuring fees from members for yacht measuring and forwards them to the Treasurer.

Issues receipts for all yachts measured.

## HANDICAPPER:

The winner of the Annual Club Handicap Event will have the duties of being the Handicap Captain for the following year and will carry out all duties as required under Class Captains above. He will be responsible for the handicapping and recording of all members sailing in the Handicap Event.

## COMMITTEE:

The affairs of the Association (club) shall be managed and controlled exclusively by a Committee which, in addition to any powers and authorities conferred by the SARYC Constitution, may exercise all such powers and do all such things as are within the objects of the Association (club), and are not by the Act or Constitution required to be done by the club in General Meeting.

The Committee shall be comprised of a Commodore, Vice Commodore, Secretary, Treasurer and four Committee Persons.

## ALL CLUB MEMBERS:

All members are to ensure that they enter into the spirit of the club by adopting the following actions;

- Wear your Name Tag at all club functions (shows that you are currently Financial)
- Ensure that your yachts are measured before being entered in any ARYA governed event (ie. Competitions).
- Offer to help with club events.
- PRO for at least one event throughout the year.
- Use pegs on Frequency Board when arriving at venue.
- Ensure you use a lifejacket when in the dinghy.
- Volunteer to assist Class Captains (ie. Buoys, boat, scoring etc.).
- Ensure all club positions (above) are nominated for AGM.
- That you are a Financial Member (Fees due 1<sup>st</sup> April each year).
- Immediately* report to the Secretary any accidents that are likely to cause an Insurance claim.
- Encourage others to join the club.
- Before a visitor sails your boat he must be signed into the Visitors Book (on the Course Board).*
- If you have a problem or suggestion about the club please send it in writing to the Secretary so that it can be raised for consideration at the next Committee Meeting.
- Contribute articles to secretary for inclusion in newsletter.

*Members are reminded that the club is a COMMUNAL club run for the benefit of all members and requires that ALL members do their bit towards both its successful operation and thus, in turn, ensuring pleasurable sailing is enjoyed by everyone.*