

By Laws of the Peninsula Sailing Club

I. Duties of Officers

A. **Commodore:** Commands the squadron, presides at all meetings, appoints committee leaders, and administers the policies established by Peninsula Sailing Club (PSC).

B. **Vice Commodore:** Presides overall PSC events, except for racing events, responsible for operation and maintenance of all PSC facilities, assist the Commodore and presides in Commodore's absence at any meeting.

C. **Rear Commodore:** Governs all racing events, compiles all data of each racing event with the help of the Regatta Committee.

D. **Secretary:** Maintains a true and complete copy of all PSC meeting proceedings, edits and mails the "Telldale" newsletter, notifies members of meetings and other events, prepares and answers mail, retains all official business records of PSC, provides new members with Constitution, By Laws, Sailing Rules, Liability Release, and any other PSC information.

E. **Treasurer:** Collects all PSC dues, fees, and other funds, distributes funds per the approved budget or as approved at PSC meetings, keeps complete and accurate records of all transactions, maintains the membership roster, and provides a status report of membership and financial condition at each PSC meeting.

II. Standing Committees

- A. Work Committee Leader – Vice Commodore
- B. Regatta Committee Leader – Rear Commodore
- C. Document Committee Leader – Secretary

III. Board of Trustees

A. The Board of Trustees shall be elected as stipulated in Article 5 of the PSC Constitution if club membership remains at 30 or more non-junior members. If membership falls below 30 non-junior members for greater than one full calendar year, all current officers and all past officers who maintain PSC membership and served as officers for a minimum of two years shall be deemed Trustees. The Director of the Board of Trustees is the most senior club officer whose term ended the previous year. If no club officer's term ended in the previous year, the most recent past Commodore shall be the director.

- B. The Board of Trustees shall serve as the advisory and disciplinary arm of PSC:
 1. Advisory in reviewing and proposing changes to Constitution, By Laws, Sailing Rules and other written or unwritten policy.
 2. Disciplinary to reprimand or expel any member for conduct unbecoming or actions contrary to the purpose of PSC.
- C. The Board of Trustees shall encourage and support the formation of a PSC Junior Organization. Trustees shall serve as advisors to the Junior Organization, supervising the formation of junior policies and activities.

IV. Quorum

A quorum for monthly and annual club meetings is attained if a majority of current club officers attend a properly called meeting with the Commodore or Vice Commodore presiding. A properly called meeting is a meeting where prior written notice has been given to the membership. Email notification sent 72 hours or more prior to the scheduled meeting to all member email addresses on file with the Secretary shall constitute prior written notification.

V. Dues & Initiation Fees

A. Dues and initiation fee shall be as follows:

| <u>Type of Membership</u> | <u>Yearly Dues</u> | <u>Initiation Fees</u> |
|---------------------------|--------------------|------------------------|
| Family | \$150.00 | \$25.00 |
| Single | \$125.00 | \$25.00 |
| Junior (under 18) | \$100.00 | \$25.00 |

- B. Members paying dues before the 1st of March will receive a \$5.00 discount.
- C. New membership will be established contingent on receipt of dues and initiation fees.
- D. Any Junior member becoming a Senior member will not pay any additional initiation fee.
- E. Continuing member dues are paid on the first of January. Any member whose dues are not paid by first of April will be dropped from the membership. An individual rejoining the club two or more years after they are dropped as a member will pay an initiation fee.
- F. The board of Trustees may authorize a waiver of the initiation fee and/or dues, or a portion thereof, when petitioned to do so by a member on behalf of another member of applicant for membership.
- G. After Labor Day, payment of the initiation fee shall constitute membership for the remainder of the year.

VI. Moorage Fee

A. Each family or senior membership moorage fee shall be determined for the next year based on the next year Port of Brownsville (POB) Moorage Agreement divided by the total family and senior memberships from the present year and rounded up to the nearest dollar.

B. Moorage fees are due on the first of January. The club Treasurer will ensure payment of the annual moorage fee meets the POB deadline.

VII. Non-Recurring Expenditures

A. All non-recurring club expenditures in excess of \$200.00 must be authorized by a majority vote of all current club members.

B. Requests for reimbursement, no matter the amount, shall be submitted to the Treasurer within one calendar year of the pre-approved expenditure.

Amended March 2011