

LONGBOAT HARBOUR YACHT CLUB

OFFICIAL BY-LAWS

I. IDENTITY AND MEMBERSHIP

- (a) The Longboat Harbour Yacht Club, hereinafter referred to as the Club, is a committee of the Longboat Harbour Owners' Association, Inc., aka Longboat Harbour Condominium, hereinafter referred to as the Condominium. This committee has been delegated by the Board of Directors with the authority and responsibility to manage the docks and other boating facilities of the Condominium.
- (b) **Full** club membership includes the owner of a qualified boat who is also an owner in the Condominium. Membership also includes owner's spouse or partner. There is a limit of one vote per condo.
- (c) Condominium owners who do not own boats and Condominium renters may become Associate non-voting members of the Club by the payment of an annual fee to be set at the November meeting by voting members of the Club.

II. PURPOSE

The Club is a committee, which, subject to the overall authority of the Condominium Board of Directors, shall be responsible for (a) maintaining the docks and allied boating facilities at the Condominium and (b) regulating the use thereof and (c) through association with the Buttonwood Harbor Channel System maintaining channels and channel markers and (d) managing the boating facilities for the Condominium for the enhancement of the property. The Club shall also arrange social activities for its members and associate members.

III. ELECTED OFFICERS AND THEIR FUNCTIONS

The officers of the Club shall include a Commodore, a Vice Commodore, a Scribe, a Purser, and a Dockmaster, and the Immediate Past Commodore. This shall constitute the Executive Board of the Club. Their respective powers and responsibilities shall be as follows:

COMMODORE: Preside at the meetings of the Club; except as otherwise assigned, exercise all operating responsibilities of the Club including the preparation of an annual budget; delegate any of such responsibilities as he/she deems appropriate to members of the Club; provide leadership and guidance to all engaged in the performance of Club activities in accordance with the Club By-Laws.

VICE COMMODORE: Preside at meetings of the Club and serve as acting Commodore in the absence of the Commodore; assist the Commodore in the exercise of his/her responsibilities.

SCRIBE: Keep the minutes of the Club and serve as acting Commodore in the absence of the Commodore and Vice Commodore; at the direction of the Commodore, issue or post notices to members and perform such other functions as the Commodore may request.

PURSER: Collect dock payments from members and dues from Associate Members; maintain a petty cash fund; maintain accounts and supporting documents; arrange checking and savings accounts and the deposit and withdrawal of funds to and from such accounts; report to the membership at regular meetings on the financial condition of the Club; perform such other functions as the Commodore may request.

DOCKMASTER: Assign docks/racks and obtain Dock/Rack User Agreements; manage the harbor; inspect and direct repair of docks and other boating facilities; perform such other functions as the Commodore may request.

IMMEDIATE PAST COMMODORE: Act as an advisor and sounding board to the Commodore and the Executive Board of the Club.

IV. ELECTION OF OFFICERS

The Commodore shall appoint a Committee which shall be responsible for proposing a slate of Officers for the coming year. At the regular November meeting of the Club, the slate of Officers shall be presented by the Nominating Committee and additional nominations will be accepted from the floor. Officers for the ensuing year shall be elected and shall take office January 1. A favorable vote of a majority of Members present shall be required for election to office. There shall be a run-off vote between two candidates receiving the largest number of votes when there are more than two candidates for an office and no one of them receives a majoring of the vote.

V. MEETINGS

The Commodore shall call a meeting in November at a time to be determined by him/her. Any further meetings shall be called at the discretion of the Commodore or a majority of the Executive Board, comprised of the elected Officers of the Club.

VI. QUORUM

At least 25% of the voting membership shall be present to constitute a quorum for a meeting of the Club. However, a majority of the Club membership shall be required to approve (a) new or revised compulsory financial assessment upon Members and (b) any amendment of the By-Laws or other regulations equivalent thereto. Such a majority may be obtained by securing prior or subsequent written proxy of Members in addition to those present and voting favorably at a meeting of the Club.

VII. DOCK USE ASSESSMENTS

An assessment for the use of a dock and/or allied boating facility shall be set each year at the November meeting. This assessment shall be paid in advance no later than January 1 of each year for the term which runs yearly from January through December.

VIII. DISBURSEMENTS

- (a) No disbursements shall be made for other than (1) the purposes set forth in II above, or (2) minor administrative expenses of the Club. No salaries or other financial reward shall be paid to any Officer or other Member of the Club.
- (b) All funds, except petty cash funds, shall be deposited in a local savings or checking account. All withdrawals from such accounts shall require the signature of two of the elected Officers.
- (c) All expenditures over \$100 and less than \$2,500 must be approved by a majority of the Board of Officers. All expenditures in excess of \$2,500 shall be approved by a majority of Members of the Club present at a regular meeting of the Club. In the absence of a quorum (25% of voting membership) a majority of the Executive Board shall have the authority to spend up to \$5,000 in an emergency which creates a hazardous situation and cannot await the action of a quorum.
- (d) The Purser shall maintain a petty cash fund from which properly receipted minor expenditures may be made and which may be replenished as necessary in amounts up to \$100.

IX ASSIGNMENT OF DOCKS/ALLIED BOATING FACILITIES

- (a) Docks and allied boating facilities are **limited** common elements of the Condominium. Their use shall be assigned by the Dockmaster or such other Officer of the Club as the Commodore may designate. Only one dock per member per condo including spouse/partner is permitted. Members are limited to two allied boating facilities. Such assignments shall conform to the policies set forth in the By-Laws and the current Dock/Rack Users' Agreements.
- (b) Docks and allied boating facilities shall be assigned in the order that application in proper form is received, provided (1) the applicant has signed Dock/Rack User's Agreement which is hereby incorporated as part of these By-Laws and annexed hereto; (2) the dock/rack payment is made as soon as the dock/rack is available for assignment, and (3) proof of registration and insurance (if applicable) of a boat is provided within fifteen (15) days of such payment. Failure to meet any of these conditions shall render an assignment null and void. Condo owners shall take precedence over renters.
- (c) Boat owners already assigned docks/racks shall be given first preference to a dock/rack which becomes available for assignment. Preference shall be determined by date of request. Owners' requests shall be considered first.
- (d) All boat owners desiring reassignment to another dock/rack, if and when such becomes available, shall make this known in writing to the Dockmaster, specifying his/her presently-assigned dock/rack number and the number of the dock/rack desired when and if such dock/rack becomes available. These requests will be reviewed as a dock/rack becomes available for assignment, and assignment will be made at that time in accordance with the priorities specified in Paragraph (c) above.
- (e) All owners in the Condominium shall have a prior claim over renters who have been assigned dock/rack after January 15th of the current year. Such renters shall accept dock/rack assignments subject to being displaced by an owner who needs and does not have a dock/rack. Such a renter will be assigned another dock/rack, if available, and otherwise shall be given 30 days' notice to vacate the dock/rack.
- (f) Docks/racks not in use for one month or more shall be subject to temporary assignment by the Dockmaster or other Officer of the Club as the Commodore designates. The individual to whom the dock/rack is permanently assigned can reclaim the use of the dock/rack for one's boat at any time. Individuals to whom docks/racks are assigned shall notify the Dockmaster or other designated Officer, in advance, of extended periods of non-use. Neither the regular dock/rack user nor anyone else other than the Dockmaster or other Officer designated by the Commodore shall have the authority to make temporary assignments of docks.
- (g) Member boats to be acceptable for dock assignments shall be a maximum of 34 feet in overall length and not higher from waterline to top of superstructure than 10 feet, and a beam that does not exceed 12 feet.
- (h) Guest docks/racks, if available, may be assigned by the Dockmaster at his discretion.

X RESPONSIBILITIES OF INDIVIDUAL MEMBERS –see Dock/Rack Users' Agreements

XI COMMITTEES

The Commodore may establish Committees as he deems appropriate. Such Committees and their functions must conform to and be limited by the requirements of these By-Laws.

XII RELATIONSHIP WITH CONDOMINIUM DIRECTORS

The Club shall carry out its responsibilities subject to the overall authority of the Condominium Board of Directors. The approval of the Board of Directors shall be obtained for any proposed construction other than minor improvements or repair of docks. The club shall submit, when and as requested by the Condominium Board of Directors, information concerning finances, construction, maintenance or other Club activities.

XIII SUBJECTS COVERED BY BY-LAWS

Matters concerning the organization, policies and operation of the Club to be dealt with in the By-Laws shall include:

- (1) All subjects presently treated in the By-Laws including those contained in the Dock/Rack Users' Agreements which are part of the By-Laws.
- (2) All additional subjects of such nature that regulations with respect thereto could adversely affect property values or the general well-being of Condominium owners (for example: engine and other boat generated noises, dimensions of boats, etc.)

XIV AMENDMENTS TO AND REVISION OF BY-LAWS

Amendments to the By-Laws shall be effected in the following manner:

- (1) The subject matter or revision shall be presented for vote at a meeting of the Club members; an affirmative vote of a majority of the total membership shall be required for approval. (Procedures described in Section VI of the By-Laws shall apply in obtaining a vote of a majority.)
- (2) Amendments and revisions shall also be submitted for approval to the Condominium Board of Directors and in the absence of adverse reactions by the Board, shall take effect thirty (30) days after the date of submission.

These Official Longboat Harbour Yacht Club By-Laws include all revisions through September 2012.

Respectfully submitted,

Joseph C. Sever Jr.
Commodore