

## **Highlights of the new policy document**

A manual has been created which starts with an introduction, followed by the bylaws which were amended and approved in June 2024.

We have added the amended articles of incorporation which were approved June 2024 and describe the 1 membership class and the size of the board.

Policies have been rewritten to include information that was previously in the old bylaws but not in the new bylaws, information from old policies and procedures.

Duplicates have been removed

Updates have been made

There are some proposed changes which have been made in consultation with officers, the board, suggestions from Ontario Sailing and the committee of Walt Cooper, Marcy Fogal, Lloyd Ayotte and Rachel Park

Finally there is a table of fees

A table showing membership privileges

A table showing financial review standards.

## **The following outlines the major changes which may need some discussion.**

-A nominating committee shall be constituted and notified to the members of an August 1 of each year. (Previously September 1<sup>st</sup>)

-The committee shall be composed of the commodore, vice commodore and 2 members at large appointed by the executive. (Previously only 1 member at large)

Election of the candidates will occur at the annual general meeting as already outlined in the approved bylaws.

-Removal of the requirement to have one year of experience with the club before standing to be on the board and the minimum requirement of 1 year's board experience to be vice commodore.

(The rationale for this is that in the last 10 years or so this condition has frequently been waived in order to obtain suitable candidates. Candidate should be elected based on their ability and availability.)

Definition of a full member: Minor changes were made to avoid duplication in other areas. Eg dock policy.

Change the name of associate member to Alumnus

The rationale for this is that technically we only have one type of membership which is a full member. Our other members are associates, who we will refer to as small “m” members but legally they are not members.

Reinstate the option for an Alumnus to rent the club house

It is proposed that the fee would be double that of a social or full member, thus narrowing the gap between social and Alumnus fees.

Changes to definition of an honorary member.

We added that further privileges may be granted at the discretion of the executive. The reason for this is that previously an honorary member could not have a dock. Since we currently have an honorary member who is allowed a dock, we change the wording as noted above.

Changes to late fees for social and alumni members ( and honorary where applicable) to read: If unpaid by January 31 of the received a reminder email and if these have not been paid by March 1 they will be deemed to have resigned.

Conflict resolution:

Please note that discipline now comes under the bylaws

An approach to conflict resolution has been described starting with

If a resolution cannot be found the process has been outlined and which is basically the same as the previous process with a couple of exceptions:

A panel of 3 experienced **club** members with at least 10 years seniority, none of whom have any direct involvement will investigate and hear the case. The resolution of the panel will be binding to all parties.

Previously it called for 3 past commodores. We felt this was limiting.

A director who is in any way directly or indirectly involved or could be perceived involved, with the complaint shall make the disclosure and shall recuse themselves from any decision of vote relating to the issue.

Duties of the executive:

The descriptions have changed, as the duties of commodore, secretary, and treasurer are outlined in the bylaws

We removed some wording for example the vice commodore and Commodore should be working on a legacy project. It is our experience that issues arrive and need to be dealt with on a year by year basis. If somebody would like to do a legacy project that is fine but it should not be obligatory.

Only duties not described in the bylaws have been added.

We also discovered that a number of the duties tended to change from year-to-year. For example reciprocal I LY A was listed under social. Workhours recording has fluctuated from year-to-year.

As such we have created a list of tasks which need to be assigned and managed each year by the executive, at the beginning of their term.

The description of Officers:

A statement showing the requirements of all officers is described

A schedule of individual officer job descriptions was moved to the end of the document.

Jobs may be combined from time to time.

There is the addition of the membership officer.

## 12. Dock Policy

12l change the wording that Boats with un stepped masts will have until June 1 unless exempt by the dock officer. A fee will be charged and the boat may be moved.

Motion to accept the wording: Members moving their own cradles but will not receive work hours. This must be completed within 1 week of cradle today.

14g. New: Motion to accept Rack storable boats may be stored at the club on racks over the winter as long as the mast racks are kept free and clear.

15 New: Motion to accept the Dry sailing policy.

16. Boat share was approved in the previous year but the written policy was not completed until this year.

Motion to approve the boat share policy.

22. Minor wording changes to Visitor reciprocal policy, but no content change.

23. Suggestion to remove the exclusion of June, July and August from use of the club by members for private functions.

27. Simplified rules of order for conducting CIYC's members meetings. This is a procedure rather than a policy. Please review. They are based on Robert's rules and are compliant with ONCA

34. New Policy on governing documents

**Fee changes and new Fees:**

Membership fees: no change

Paddle pass: change from \$55 to \$60

Boat share \$300 (previously not documented)

Failure to comply with dock policy: Remove most fees and only charge time and service charges as applicable.

Fee for unstepped masts by June 1<sup>st</sup> \$250

Monthly Overdue charges are only for full members only

Add social/Alumni reinstatement fee of \$75

Proposed Gate opener refund if returned in working order (costs may need to increase if new openers are ordered)

Club house rental \$60 for full and social members, \$120 for Alumni

Dry sail fee which includes winter storage: \$100 for boats on trailers and dollies