

# BY-LAWS OF THE WASHINGTON YACHT CLUB

Revised as of October 22, 2011

## I. Name, Organization and Purpose

- A. The name of the organization is the Washington Yacht Club ("WYC").
- B. The WYC is an unincorporated, not-for-profit social organization operating solely within and as an integral part of the Washington Yacht and Country Club, Inc. ("WY&CC").
- C. The purpose of the WYC is to promote social interaction among its members and their families, organize cruises and other events of interest to members, hold educational programs to promote good seamanship and safer boating by members, advocate for facilities and equipment at the WY&CC which will benefit boaters, and undertake such other programs as may be desired by the membership.

## II. Membership

- A. Membership in the WYC is open to all members and member-couples in good standing of the WY&CC. Each individual member or couple member will be entitled to vote on all issues and in all elections.
- B. It is not a requirement of membership in the WYC that the member own a boat. Any person who otherwise meets the qualifications in II.A. above and who has an interest in boating is eligible for membership.
- C. The Dockmaster of the WY&CC will be an ex-officio member of the WYC and will be exempt from the payment of dues.

## III. Meetings

- A. The WYC will have at least one meeting annually, and such other meetings as the membership or the Bridge request.
- B. The annual meeting of the WYC will be held during the month of November at the WY&CC.
- C. The Bridge may change the date of the annual meeting to a time during October or December in the event of extenuating circumstances.
- D. A quorum for meetings of the membership will be those members in attendance.

## IV. Officers and Duties

- A. Officers of the WYC will be:
  - 1. Commodore
  - 2. Vice-Commodore
  - 3. Rear-Commodore, Education and Social
  - 4. Rear-Commodore, Administration

5. Rear-Commodore, Finance
- B. Duties of the officers will be as follows:
  1. Commodore
    - a. Serve as principal officer of the WYC
    - b. Preside at all meetings of the WYC and its Bridge
    - c. Appoint committees as provided herein
    - d. Serve as liaison with WY&CC from WYC
    - e. Submit WYC news items for the monthly WY&CC bulletin
    - f. Perform such other duties as may be assigned by the membership
  2. Vice-Commodore
    - a. Serve as chairman of the cruising program
    - b. Appoint Fleet Captains for cruises, as appropriate
    - c. Ensure that a schedule of cruises is disseminated to the membership
    - d. Serve as a member of the Bridge
    - e. Perform such other duties as may be assigned by the Commodore or the membership
  3. Rear-Commodore, Education and Social
    - a. Serve as chairman of social activities and educational programs
    - b. Appoint arrangements chairmen for various social activities, as appropriate
    - c. Arrange educational programs, as appropriate
    - d. Ensure that a schedule of social events and educational programs is disseminated to the membership
    - e. Serve as a member of the Bridge
    - f. Perform such other duties as may be assigned by the Commodore or the membership
  4. Rear-Commodore, Administration
    - a. Serve as Secretary of the WYC
    - b. Maintain minutes of meetings of the membership and the Bridge
    - c. Maintain, in conjunction with the Rear-Commodore, Finance, a roster of active members of WYC and disseminate a directory of such periodically to the members
    - d. Communicate with members regarding events and items of interest
    - e. Serve as a member of the Bridge
    - f. Perform such other duties as may be assigned by the Commodore or the membership
  5. Rear-Commodore, Finance
    - a. Serve as Treasurer of the WYC
    - b. Maintain all funds accounts of the WYC
    - c. Deposit and disburse funds in the ordinary course of the WYC's operations
    - d. Report on the financial status of the Club at meetings of the Bridge
    - e. Ensure that a budget is prepared, for approval by the Bridge
    - f. Maintain, in conjunction with the Rear-Commodore, Administration, a roster of active members of WYC
    - g. Publish and disseminate to the membership, at least annually, a financial report showing income, expenses and funds balances
    - h. Serve as a member of the Bridge
    - i. Perform such other duties as may be assigned by the Commodore or the membership

- C. A member may hold more than one office at a time, at the discretion of the membership.
- V. Board of Directors (Bridge)
- A. The five officers: Commodore; Vice-Commodore; Rear-Commodore, Education and Social; Rear-Commodore, Administration; and Rear-Commodore, Finance will collectively be referred to as the "Bridge". The Bridge will serve as the Board of Directors of the WYC.
  - B. The Board of Directors (Bridge) will be the governing body of the WYC.
  - C. The Bridge will conduct the business of the WYC, approve expenditures, and make such decisions regarding budgets, policy, activities, etc. as may be required.
  - D. The Bridge will meet periodically at a time and place determined by the Commodore.
  - E. A quorum for meetings of the Bridge will consist of a majority of the Bridge members.
- VI. Committees
- A. The WYC will have such committees as the Bridge deems necessary to carry out the objectives of the club.
  - B. The Commodore will appoint members of committees as required.
  - C. The Vice-Commodore and Rear-Commodores will serve as Chairmen, ex officio, of the committees in their respective areas of responsibility.
- VII. Elections
- A. Members of the Bridge will be elected to one-year terms of office at the annual meeting of the membership. In the event of a delay in the time of the annual meeting, officers will continue to serve until replaced.
  - B. The Commodore will appoint a nominating committee, which may consist of the Bridge, to present a slate of nominees at the annual meeting of the WYC.
  - C. The membership will be allowed the opportunity to nominate additional candidates for office at the time of the annual election.
    - 1. A majority vote of the members present and voting at the annual meeting of the WYC will constitute election for each officer.
    - 2. In the case of multiple candidates, none of whom receive a majority on a single vote, the candidate with the least votes will be eliminated from the successive votes, and the vote will continue in this manner until a majority is obtained.
    - 3. Voting may be by voice or secret ballot, as determined by the membership at the annual meeting.
  - D. No officer may serve more than three consecutive one-year terms in the same office.
  - E. In the event of a vacancy in an office between annual meetings, the remaining members of the Bridge will select a replacement to serve for the remainder of the original term of the member replaced.

### VIII. Dues and Funds

- A. The membership year will be the calendar year. Dues will cover the calendar year for which paid, regardless of when, during the year, they are paid.
- B. Annual dues will be assessed on a per member or per member-couple membership basis. In the case of couples, both couple members will be included in the single annual membership dues.
- C. The annual membership dues of the WYC will be established by vote of the membership at the annual meeting of the WYC, upon recommendation of the Bridge.
- D. Dues will be payable in advance not later than January 1<sup>st</sup> of the calendar year of membership. Dues unpaid on February 1<sup>st</sup> of the same year will be considered delinquent. Persons with dues unpaid on April 1<sup>st</sup> of that year will be dropped from membership.
- E. The Rear-Commodore, Finance will maintain the funds of the WYC
  - 1. The funds will be maintained in a bank account in the name of the WYC. Funds will not be held in cash other than temporarily, pending deposit.
  - 2. Two signatures will be required for disbursement of funds, those being the Commodore and Rear-Commodore, Finance
- F. The WYC will maintain such funds as are reasonable and prudent, in the opinion of the Bridge, to cover annual operations and maintain a reserve for contingencies without unnecessary excess accumulations. The Bridge will establish minimum and maximum levels to ensure a reasonable operating reserve without undue accumulation of excess funds.
- G. The WYC may hold fund-raising projects or collect special assessments with the approval of the membership, but only to fund specific projects or facilities.

### IX. Amendments

These by-laws may be amended at the annual meeting of the WYC upon a two-thirds favorable vote of the members present and voting.