

CONSTITUTION

(Approved Revision, August 2008)

ARTICLE I (Name & Purpose)

- Section 1 This association shall be known as the Southold Yacht Club
- Section 2 The object of this club shall be to encourage the sport of yachting; to promote the science of seamanship and navigation; and to provide and maintain a suitable Club House and anchorage for the recreation and use of its members.

ARTICLE II (Officers)

- Section 1 The elected officers shall be a Commodore; Vice-Commodore; Rear Commodore; Secretary; Treasurer; and Nine (9) Governors.
- Section 2 The appointed officers shall be an Assistant Secretary and Fleet Captains, as appropriate.
- Section 3 The Commodore, Vice-Commodore and Rear Commodore shall be the Flag Officers.

ARTICLE III (Election and Appointment of Officers)

- Section 1 Election of Officers shall take place at the Annual meeting and their term of office shall be one year from date of installation, which shall occur the second Saturday in October excepting that (subject to Sec. 1a of this Article) three (3) governors shall be elected each year for a period of three (3) years, or until their successors are elected.
- Section 1a (exception) At the first Club Election nine governors shall be elected as follows: Three (3) for a term of three (3) years; three for a term of two (2) years, and three (3) for a term of one (1) year, or until such time as their successors are elected.
- Section 2 The Fleet Captains shall be appointed by the Commodore, subject to acceptance by the Board of Governors, but not longer than his term of office. (Throughout this document, the words he and his are considered gender neutral).
- Section 3 An Assistant Secretary may be appointed by the Secretary subject to acceptance by the Board of Governors and shall hold office during his pleasure but not longer than his term of office.

ARTICLE IV
(Duties of Officers)

Section 1 It shall be the duty of the Commodore to command the Squadron and to preside at all meetings of the Club.

The Commodore may call a special meeting of the Club and must do so upon the written request of sufficient members to make up a quorum for such meeting fixed by this constitution.

The Commodore shall appoint, subject to approval by the Board, Fleet Captain(s) as appropriate and shall define their duties.

The Commodore shall be ex-officio member of all committees.

In the event of the temporary absence of any officer of the club, the Commodore may, subject to approval by the Board, appoint a member to act in his place.

Section 2 It shall be the duty of the Vice-Commodore to assist the Commodore in the discharge of his duties and in his absence, to act as Commodore.

Section 3 It shall be the duty of the Rear-Commodore to assist the Commodore and the Vice-Commodore in the discharge of their duties and in their absence, to act for either or both of them.

Section 4 In the absence of all Flag Officers, the Senior Member of the Board of Governors shall act as Commodore, the date of his election to the Board of Governors and his date of membership to determine his seniority.

Section 5 It shall be the duty of the Secretary:

- To have custody of the Club Seal.
- To second the minutes of all Club meetings.
- To keep a correct roll of all members.
- To keep a correct list of the ownership; name and specifications of all yachts enrolled in the club.
- To file all documents connected with the business of the Club.
- To promptly notify in writing each member elect of such election into membership in the Club and to enclose a copy of the Constitution & By-Laws with said notification.
- To notify each member of every meeting.
- In case of inability to attend, he shall cause all necessary books, papers or other matters to be sent to the place of meeting in the Custody of the Assistant Secretary, or in his absence the ranking Flag Officer.

To notify the Treasurer of the election of members and to conduct the correspondence of the Club.

To perform all other duties as may be prescribed by the By-Laws.

- Section 6 It shall be the duty of the Treasurer:
- To collect and receive all monies due the Club.
 - To mail dues notices to all members no later than April 15.
 - To pay all bills contracted by it and properly approve, keeping a correct account in books provided for that purpose.
 - To have the custody of all funds of the Club, which he shall keep deposited in such banks as may be designated by the finance committee.
 - He shall sign all checks for unbudgeted items in excess of \$1,000 jointly with a member of the Finance Committee, who shall be designated by said committee.
 - He may sign all other checks alone or with the above member of the Finance Committee, as he chooses.
 - He shall notify the Finance Committee of any bills which may be in excess of Budget provision and shall withhold payment of same subject to their instructions.

- Section 7 The Board of Governors shall be composed of the Commodore, Vice-Commodore, Rear-Commodore, Secretary, Treasurer, Immediate Past-Commodore and nine (9) other members. A quorum of the Board of Governors for the transaction of business shall consist of five members.

The Board of Governors shall organize on or before the second Saturday of October.

- Section 8 Subject to Special action of the Club, the Board of Governors shall have general charge of affairs, funds and property of the Club. They shall have full power and it shall be their duty to carry out the purposes of the Club, according to its Charter and By-Laws.

The Board shall keep accurate minutes of all its deliberations and same shall be filed with the Secretary for the information and reference of the Club Membership.

ARTICLE V (Meetings)

- Section 1 The annual meeting shall be held on the second Saturday in August.
- Section 2 The installation of officers shall be held on the second Saturday in October.
- Section 3 Special meetings of the Club may be called by the Commodore and he must do so upon written request of Eleven (11) members in good standing.

- Section 4 Eleven (11) members shall constitute a quorum for the transaction of business at any meetings of the Club.
- Section 5 No meeting of this Club other than those on dates specifically set under this Constitution or By-Laws may be held without proper notice having being given to each member.
- Section 6 Proper notice of any special meeting shall have been considered given if said notice be both mailed and posted upon the Club Bulletin Board 14 days prior to such meeting, stating date and purpose. For any and all club communications, electronic messaging (e-mail) is "proper notice" in lieu of USPS mail for members who have an e-mail listed in the Club's directory or on file with the Club Secretary.

ARTICLE VI (Committees)

- Section 1 The appointment of standing committees and chairpersons thereof shall be made by the Commodore, subject to approval by the Board, as soon after his election as to allow the members thereof to properly perform the duties incumbent upon them for the ensuing year, for which period they shall have been appointed.
- Section 2 Every committee shall make rules regulating its procedure and submit its financial requirements to the Finance Committee no later than February 1 of each year.
- Section 3 The Commodore shall be ex-officio member of all committees.
- Section 4 The standing committees shall be as follows: a Finance Committee, a House Committee, a Membership Committee, an Entertainment Committee, a Race Committee, a Sailing School Committee, a Mooring and Anchorage Committee, a Grievance Committee and a Nominating Committee.
- Section 5 The House, Entertainment and Race Committees may appoint sub-committees and the Commodore may appoint any special committees in furtherance of the interest of Club activities.

ARTICLE VII

- Section 1 The Finance Committee shall consist of a minimum of three (3) members together with the Treasurer ex-officio. After submission of financial needs by the various committees of the Club, the Finance Committee shall create a budget for each committee and after approval of same by the Board of

Governors, shall file with the Treasurer a copy of such budget and from time to time any changes made therein. Committee members shall be charged personally for any expenses contracted in excess of their allotment. The Finance Committee may periodically make recommendations to the Board relative to changes in the budget and shall at all times have access to any records of the Club necessary for the proper performance of their duties.

- Section 2 The House Committee, consisting of a minimum of three (3) members, shall have general control and custody of the Club House and all its fittings and all repairs thereto. They shall have power to make all contracts and purchase all supplies necessary for the operation and maintenance of the Club House within the budget allotted to them. They shall have the power to engage and discharge all employees in the House and to make such House Rules and Requirements as may be necessary and shall regulate all prices for articles sold therein.
- Section 3 The Membership Committee, consisting of a minimum of three (3) members, shall be responsible for procuring new members for submission for election subject to the approval of the Board of Governors.
- Section 4 The Entertainment Committee, consisting of a minimum of five (5) members, shall have general management and supervision of all entertainment under the auspices of the Club, wherever held, and shall make such expenditure as shall be necessary and within the Budget allowed them.
- Section 5 The Race Committee, consisting of a minimum of three (3) members, shall organize and administer all racing and regatta activities.
- Section 6 The Sailing School Committee, consisting of a minimum of three (3) members, shall design, organize and administer a Junior Sailing Program for children. The Committee will recruit a Chief Sailing Instructor from within or outside the club to run the program and report to the Chairperson of the Committee subject to approval of the Board of Governors.
- Section 7 The Mooring and Anchorage Committee, consisting of a minimum of three (3) members, shall have control over all anchorage, mooring and storage of members' boats and all visiting boats desiring and granted the enjoyment of guest privileges.
- Section 8 The Grievance Committee, consisting of three (3) members, shall receive any complaints from any member and upon due consideration submit same to the Board of Governors for their action.
- Section 9 The Nominating Committee of five (5) members shall meet before July 15th for the purpose of submitting nominations of officers to be elected for the ensuing year. Which nominations shall be both mailed and posted upon the bulletin

board of the Club two weeks before the Annual Meeting. The provision shall not exclude the nomination of any other candidate, which may be done upon written application signed by ten (10) members of the Club, the name of each candidate being filed with the Secretary at least one week before the Annual Meeting. Nominations from the floor at the Annual Meeting shall not be permitted.

ARTICLE VIII (Membership)

- Section 1 Membership in the Southold Yacht Club is available without regard to race, color, age, creed, gender and/or physical handicap.
- Section 2 The classes of voting membership with all rights and privileges shall be Charter, Regular, Life, Honorary, Senior, and Associate. Each class of voting membership is entitled to one vote. All other classes of membership are non-voting.
- Section 3 Application for Charter Membership shall have been received prior to July 10th, 1933. Charter Membership shall require no initiation fee but shall pay the same annual dues as Regular members.
- Section 4 Regular membership consists of any individual 31 years of age or older, or couple with spouse 31 years of age or older. Regular membership shall be required to pay initiation fee and dues fixed in the By-Laws.
- Section 5 Associate membership consists of any individual age 23 through 30, or couple aged 23 through 30. Associate members shall be required to pay half the initiation fee and half the annual dues as fixed in the By-Laws. The initiation shall be waived for Associate members who are children of Regular members. Transition to Regular membership shall be automatic at age 31, with no additional initiation fee required.
- Section 6 Senior membership is available to Regular members in good standing during the previous five years, who have reached 60 years of age prior to May 1 and who have no actively involved children and grandchildren under 21 years of age. Dues will be a nominal amount, as intended to keep older, loyal members of the Club, and as fixed in the By-Laws.
- Section 7 A Regular or Charter member may, subject to the approval of the Board of Governors, convert into life membership by paying an amount equal to ten times the current dues. In no case may the total Life membership exceed ten per cent of the maximum number of Charter and Regular members having been at any one time enrolled.

Section 8 Honorary members, not exceeding a current aggregate of ten (10) may be elected by unanimous vote of the Club at two consecutive meetings. Honorary members shall pay no dues.

Section 9 No person elected to membership shall have the privilege of the Club until he shall have paid to the Treasurer any initiation fee or dues provided for under By-Laws. If these remain unpaid within thirty (30) days after receipt of notice of election, membership shall be void.

ARTICLE IX (Debt)

Section 1 No indebtedness may be incurred on behalf of the Club unless an appropriation shall have been made thereof; nor in excess of such appropriation.

ARTICLE X

Section 1 Any member or members having a complaint to make against any other member or members for an infraction of the laws of the Club or for conduct prejudicial to the welfare of the Club shall report the same in writing to the Grievance Committee.

Section 2 The Board of Governors upon seven (7) days written notice to such member shall be empowered to hear in his own defense any member referred to them by the Grievance Committee, and shall be empowered to suspend or expel such member should his actions as a member appear to be incompatible with the best interest of the Club.

ARTICLE XI

Section 1 This constitution may be amended by a two-third vote of all present at any Regular or Special meeting of the Club provided that thirty days written notice of the proposed amendment shall have been mailed to all voting members.

BY-LAWS

CHAPTER I Order of Business

Section 1 The order of business at all general meetings shall be as follows:

1. Roll Call
2. Minutes of previous meeting
3. Report of the Secretary
4. Report of the Treasurer
5. Report of the Finance Committee
6. Report of the House Committee
7. Report of the Membership Committee
8. Report of the Entertainment Committee
9. Report of the Race Committee
10. Report of the Mooring and Anchorage Committee
11. Report of the Sailing School Committee
12. Report of the Grievance Committee
13. Reports of Special Committees
14. Report of the Nominating Committee
15. Elections
16. Unfinished Business
17. New Business
18. Adjournment

Section 2 All questions of parliamentary practice arising in any general meeting shall be determined in accordance with Roberts Rules of Order.

CHAPTER II Dues and Fees

Section 1 The initiation fee shall be: \$250

Section 2 The annual dues shall be:

Regular membership	\$500
Associate Member	\$300
Senior membership	\$125

Section 3 Annual dues must be paid before the first day of June in each year. To all members in areas, the Treasurer shall, on the 15th day of June, send notice thereof with a copy of this section of these By-Laws appended; and if the dues of any member to whom this notice has been sent, be not paid before the first day of July, he shall then cease to be a member of the Club unless, upon the payment of all his indebtedness to the Club, the Board declares his reinstatement.

CHAPTER III Club Signal

Section 1 The Burgee of the Club shall be a dark blue triangular pennant with a white capital "S" on the large blue field and a white chevron pointed at the "S" on the small blue field.

CHAPTER IV Pennants

Section 1 The Commodore shall fly a broad rectangular pennant with a foul anchor in white encircled by thirteen five-pointed stars in white on a blue field.

Section 2 The Vice-Commodore's pennant shall be the same as the Commodore's, substituting a red for a blue field.

Section 3 The Rear-Commodore's pennant shall be the same as the Commodore's, with the stars in red on a white field.

Section 4 The Fleet Captain's pennant shall be the same as the Commodore's with the device in blue on a white field.

Section 5 The Past-Commodore's pennant shall be a foul anchor and three five pointed stars in white on a blue field.

CHAPTER V Roll Members

Section 1 Each member shall be assigned a number in order of his election.

CHAPTER VI Enrollment of Boats

Section 1 Boats owned by members of the Club shall be enrolled by filing with the Secretary a statement of it's type; length overall; length on water lines; beam; draft; and name, or if a ONE DESIGN boat, it's Class. Only such boats enrolled shall be entitled to fly the Club Burgee.

CHAPTER VII Resignation

Section 1 Any member in good standing, who is not in arrears or indebted to the Club, may resign his membership delivering a written notice thereof to the Secretary, who shall report same at the next meeting of the Club.

CHAPTER VIII

Section 1 These By-Laws may be altered or amended by a two-thirds vote of the members present at any regular meeting or special meeting of the Club, the proposed amendment having been stated in the call of the meeting.

CHAPTER IX

Suspension of By-Laws

Section 1 These By-Laws or any one of them may be suspended at any meeting by a unanimous vote of the members present. Such suspension must expire with the meeting which it was ordered.