

OUTRIGGER YACHT CLUB MEMBERSHIP POLICY

PURPOSE: This policy provides guidance concerning Club membership requirements and defines the duties and responsibilities of the Membership Chairperson. The Rear Commodore, via the Membership Committee, is responsible for insuring that all requests for Club information and applications for membership are processed in accordance with this policy.

BYLAWS: All provisions in the By-Laws that pertain to Membership are to be followed.

REQUESTS FOR INFORMATION: Non-members who request information regarding the Club will be sent a letter of introduction to include a list of the various activities sponsored by the club, the privileges and obligations of membership, information on the various classes of membership available and respective annual assessments. The Club's standard membership application form is to be included along with this letter.

APPLICATIONS FOR MEMBERSHIP: Applications for membership will be submitted to the Membership Committee in writing on the standard application form. Applications must be complete and must include payment of all appropriate fees. Completed applications with the Membership Committee's recommendations will be forwarded to the Board of Trustees for final action. In the event that the Trustees reject a completed application for membership, all fees will be refunded to the applicant.

ASSESSMENTS:

All New Full Members will be assessed an Initiation Fee of \$20.00 and appropriate annual dues for the current calendar year.

Class "A" Members will be assessed annual dues of \$120.00 per year, which is due and payable on January 1 for that calendar year. New Class "A" members who join the Club from January 1 through July 31 will be assessed the full amount. New Class "A" members who join the Club after July 31 through October 31 will be assessed initial Annual Dues of \$50.00. New Class "A" Members who join after October 31 will be charged the full \$120.00 but will enjoy full membership privileges through the following year.

Class "B" Members will be assessed Annual Dues of \$40.00 per year which is due and payable on January 1 for that calendar year. New Class "B" Members who join after October 1 will enjoy membership privileges through the following year.

As outlined in the By-Laws, in circumstances determined individually as warranted by the Board, members may be allowed to make installment payments on their Membership Dues.

Class "C" and "D" Members will not be assessed.

At the Annual Meeting, a drawing will be conducted of all the membership renewals paid for the coming year to that particular date, inclusive. The winning member will receive a refund of their paid fees and will be allowed a free annual membership renewal for that coming year.

Members who secure three (3) new Class "A" memberships during the calendar year will receive a free annual membership renewal.

The Board of Trustees may, by unanimous vote, waive assessments for certain Class “A” members if it is deemed to be in the best interest of the Club.

RENEWALS: The Membership Chairperson will be responsible for sending annual renewal forms to the membership no later than the end of each October. Subsequent reminders may be sent to those not paid up to the end of the fiscal year. If a member fails to pay the appropriate assessment by February 1, he or she will be dropped from the membership roster for that year. A former member may be reinstated to active membership, after payment of appropriate fees plus a Membership Reactivation fee of \$10.00, by a majority vote of the members present at any regular meeting of the Board of Trustees. Former members renewing will not be allowed the pro-rated discounts enjoyed by New Class “A” members as described above unless their memberships have been inactive for over 12 full months in which case they will be considered New Members in all respects.

MEMBERSHIP PACKAGE: New and renewing members will be provided a membership card for the current year. New members will be provided a copy of the By-laws & Policies of the Club, the most recent newsletter, a copy of the OYC version of the Lakewide Sailing Instructions, an OYC decal, the most recently updated membership roster, and a schedule of events for the current year.

MEMBERSHIP DATA: It will be the responsibility of the Membership Chairperson to maintain an accurate and up-to-date Membership Information Database to include names, addresses, phone numbers, email addresses, boat information (type, length, where moored, sail #, PHRF info, etc.), class of membership, contact means preference, birthdays, occupation and other information deemed necessary by the Board of Trustees. He or she will make this information available to the Board as requested and will provide a current and correct roll of all members and their spouses/significant others to the Secretary. The Membership chair shall also be responsible for publishing and distributing the Membership Roster twice per year, once at the beginning of February and again at the beginning of August.

HONORARY MEMBERS: In December of each year, it will be the responsibility of the Membership Chairperson to notify each new honorary member of his or her membership status

MARKETING: It will be the responsibility of the Membership Chairperson to encourage the general membership to enlist sailors into joining the Club and to direct periodic membership drives.

COMMUNICATIONS: The Membership Chairperson will maintain a record of all communications and provide copies to the Secretary.

Revised by the Board of Trustees on September 4, 2008 (If revised, attach original[s])

Summary of most recent changes:

ASSESSMENTS, paragraph 1 – Changed wording to state that only Full Members are charged an initiation fee. Paragraph 2 - Changed the Annual dues for Full Membership from \$95.00 to \$120.00.