

GTYC General Usage Policy

1.0 Purpose

This policy describes general policies not covered in other published policies. It applies to all members and their guests.

2.0 General Responsibilities and Obligations of Members

Members shall assume the following obligations and responsibilities:

2.1 Pets: No animals of any kind, with the exception of documented service animals, are allowed within the clubhouse. Members and guests are responsible for the actions of their pets.

2.2 Camping in the club: Overnight stays in the club are not allowed. Exceptions must be authorized by the Board of Directors.

2.3 Club boats: GTYC-owned powerboats are to be operated only by persons designated by the Race Committee.

2.4 Credit: Members must settle bar bills within 24 hours; a twenty percent gratuity will be applied to all such member obligations.

2.5 Use of launch ramp, docks, dry storage and Mooring field: Use of the launch ramp, docks, dry storage, and mooring field are Active, equity owner, member benefits. Exceptions must be approved by the Board of Directors.

2.6 Bulletin board, newsletter and website commercial advertisements. Advertising in the Waterlines newsletter, club website or bulletin boards is limited to non-commercial, member-only use. Bulletin board postings must be no more than letter size, dated, and contain the member name and contact data.

2.7 Smoking: Smoking is only authorized on the launch ramp. Avoid litter and use the receptacles provided.

3.0 Board of Directors Responsibilities

3.1 Annual Budget: The Board of Directors will approve a budget that estimates income and expenses, including short term planned repairs and maintenance, and funds a capital reserve account over time, sufficient to support planned long-range capital improvements and unanticipated emergencies.

3.2 Trophies and Memorabilia: All trophies and memorabilia are the property of the GTYC. The Buildings and Grounds chair will maintain an inventory of all such property and ensure that it remains within the confines of the club. Exceptions must be approved by the Board of Directors.

3.3 Member keys: Active members are entitled to 24/7 access to the Club through the front door by means of an electronic lock. Key Fobs are available for purchase by the Active, equity members of the Club at a cost of \$15.00 per Fob.

3.4 Labor or expense reimbursement: Reimbursement for labor or expenses by any member or representative must be approved by the Board of Directors or its designated representative.

3.5. Periodic Review of policies: Annually, the club secretary will review all club policies and administrative decisions made by the board of directors during his/her term. The out-going secretary

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will prepare a list of recommended revisions to the By-Laws, standing policies and administrative instructions and present them to the board of directors at the last board meeting of the calendar year for consideration by the incoming board for deletion, revision or inclusion in a written policy.

3.6 Administration of club records and documents: The secretary will create and maintain a file plan of all current and historical documents associated with the operation and financial management of the GTYC. These documents will be maintained in a manner that allows for quick and accurate retrieval. In addition, the secretary will ensure that all appropriate vital records such as board of director's minutes, newsletters, club by-laws and policies are digitized as they are created and stored in an appropriate secure location. Access to these records shall be available to all active, equity members.

3.7 Docks and shore stations: Maintenance and repair of shore stations and docks is the responsibility of the Buildings and Grounds chair. Scheduling and arranging for movement of docks and shore stations is the responsibility of the Race Committee chair. Committee chairs may delegate this responsibility to a sub-committee or individual.

4.0 Revisions Log

May 15, 2012, Adopted

January 16, 2018, Revised sections 2.5 corrected membership category name, 3.3 new fee rate and clarification and section 3.6 clarification and simplification.

January 21, 2020: Revised sections 2.1 allowing for service animals, 3.1 replacing Financial Reserve obligation with budgeting obligation to include building a capital reserve fund and 4.0 Revision Log.