

REGULATIONS OF THE CRUISING YACHT CLUB OF SA INC

CRUISING ASSOCIATION

AS AT [insert date of adoption]

1. TITLE

The full title of the Association shall be the Cruising Yacht Club of South Australia Cruising Association, hereinafter referred to as the “**Association**”.

2. STATUS

It is acknowledged and recognised that the Association has been formed as a division of the Cruising Yacht Club of South Australia Incorporated (“the **Club**”) to further support and foster particular activities within the Club and its members and as such is subject to the Constitution of the Club and that all assets and liabilities of the Association are assets and liabilities of the Club.

3. OBJECTS

The objects of the Association shall be:

- (a) To promote enjoyment of yachting and boating and improve standards of seamanship and sailing amongst all members of the Club;
- (b) To promote and organise yacht and boat cruising activities amongst members of the Club;
- (c) To liaise with affiliated yacht and boat clubs and associations on all matters concerning cruising activities;
- (d) To program and promote cruising events and social activities suitable for members of the Association, maintain records of such events and provide trophies for specific events;
- (e) Liaise with other Associations of the Club to co-ordinate joint activities which support the overall activities and programs of the Club;
- (f) To raise funds by subscription or otherwise in order to carry out the objects of the Association; and
- (g) To do all such acts and things as may be necessary to carry out the above objects.

4. MEMBERSHIP

- (a) Membership of the Association is open to all financial members of the Club.
- (b) An interested person can apply for membership of the Association by submitting to the Secretary of the association an application form in the form prescribed from time to time and paying such membership fee as may be prescribed.

- (c) Membership of the Association may be refused or terminated by the Committee.

5. SUBSCRIPTIONS

- (a) The Associations year shall commence on the first day of June in each year. The amount of the entrance fees and annual subscriptions to the Association (if any) shall be determined by the Committee. All annual subscriptions shall become due on the last day of May in each year and shall be payable before the first day of August.
- (b) A member who does not pay his annual subscription within four (4) months after the Annual General Meeting shall, unless the Committee otherwise determines, automatically cease to be a member of the Association.

6. MANAGEMENT

- (a) The affairs of the Association shall be managed by the Committee consisting of up to ten members of the Association. The Committee shall include a Chairperson, Deputy Chairperson, Secretary and up to seven other members.
- (b) Nomination forms for the election of the Committee shall be forwarded to all members of the Association not less than thirty (30) days prior to the Association Annual General Meeting. Nomination forms must be returned in the envelope provided to the General Manager of the Club no later than fourteen (14) days prior to the Annual General Meeting.
- (c) If there are more candidates than there are vacancies then a secret ballot shall be conducted at the Annual General Meeting. The Chairperson shall appoint scrutineers for such a ballot prior to the ballot.
- (d) Every Member of the Association shall be entitled to vote for as many candidates as there are vacancies to be filled and no more.
- (e) In the event that insufficient nominations are received to fill the vacancies on the Committee at the close of nominations, the elected Committee shall have the power to appoint Committee members to fill the vacancy from the members of the Association for the period of office.
- (f) The Chairperson, Deputy Chairperson and Secretary will be elected by the Committee at the first Committee Meeting following the Annual General Meeting. Any Flag Officer or the General Manager of the Club shall act as Chairperson for the election of office bearers.
- (g) All activities of the Association are subject to the ultimate control and direction of the Board of the Club.

7. MEETINGS

- (a) The Annual General Meeting shall be held during the months of June or July. Notice shall be given to members at least fourteen days prior to the meeting.
- (b) Special General Meetings may be called at any time by giving fourteen days notice either by the Committee or by written request to the Secretary signed by a minimum of ten members of the Association.

- (c) A quorum of five members is required at any meeting of the Association.
- (d) Committee meetings shall be held as necessary and members of the Committee shall be notified at least forty eight hours prior to the meeting by the Chairperson or Secretary.
- (e) A quorum of four committee members is required at any meeting of the Committee.
- (f) If, within thirty minutes after the time appointed for a meeting of either the Committee or the Association, the necessary quorum of members is not present, the meeting shall stand adjourned to the same day in the next week at the same time and place. If at such adjourned meeting the necessary quorum of members is not present within thirty minutes of the time appointed for the meeting, the members present shall form a quorum.
- (g) If the Chairperson is not present within five minutes after the time appointed for holding the meeting, the members present may choose one of their number to be the Chairperson.
- (h) If a committee member does not attend three consecutive meetings without an apology or good cause then they may be removed as a committee member by the Committee.

8. SECRETARY

The Secretary shall keep minutes of meetings, maintain a record of correspondence and other records of the Association and shall have such duties, responsibilities and privileges as the Committee shall from time to time determine.

9. VOTING

(a) Procedure at General Meetings

- i) At all general meetings of the Association the chair shall be taken by the Chairperson or as otherwise determined by a poll conducted at the meeting.
- ii) Every question shall be determined by a majority of votes unless otherwise provided by these regulations and if there is an equality of votes, the Chairperson shall have a second or casting vote.
- iii) Every member present who is entitled to vote shall have one (1) vote.
- iv) No member may vote by proxy.
- v) Only financial members of the Association shall be entitled to vote at any general meeting of the Association.
- vi) Voting at any general meeting may be by show of hands or by ballot.

(b) Procedure at Committee Meetings

At Committee meetings questions arising shall be decided by a simple majority of votes of the Committee members present.

10. AMENDMENTS TO REGULATIONS

The Regulations of the Association may be amended by a majority of at least two-thirds of those members present and voting thereon at a General Meeting of the Association and subsequent approval of the Board of the Club. Such amendments must be proposed by four financial members, in writing, and forwarded at least twenty eight (28) days prior to the

meeting to the Secretary who shall notify all members of the amendment in a Notice of Meeting at least twenty one (21) days prior to the meeting.

11. INDEMNITY

- (a) To the extent permitted by law, the Club shall indemnify every Committee member and every Officer of the Association against any liability incurred by them in such capacity.
- (b) To the extent permitted by law, the Club shall indemnify every Committee member and every Officer of the Association against costs and any liability incurred by him in such capacity in defending any proceedings whether civil or criminal in which judgment is given in his favour or in which he is acquitted.
- (c) No member of the Association shall be required to contribute towards the payment of any liabilities of the Association (whether on dissolution or otherwise) beyond meeting any personal liabilities to the Association arising in the normal way.

12. DISPUTE

In the event of any dispute which cannot be resolved by the Committee, the matter shall be referred to the Board of the Club for determination and their decision shall be final.

13. ACCOUNTS

- (a) The Management of the Club shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Association.
- (b) In the event of the Association being wound up, if an amount remains after the satisfaction of all debts and liabilities, that amount shall be transferred to the general revenue of the Club to further the general aims of the Club.
- (c) In April each year, the Association shall prepare and submit to the Board of the Club for approval a budget for the forthcoming financial year.
- (d) All funds raised by the Association through subscription, fundraising, sponsorship or donation are subject to the ultimate control and direction of the Board of the Club but only for the exclusive use of the Association to further the objects of the Association.

14. FUND RAISING

The Committee may from time to time conduct such activities as it seems appropriate to raise funds for its program of events or for specified charitable purposes. Any sponsorship shall be subject to the approval of the Board of the Club.

15. CLUB RULES

In any circumstances not provided for in these Regulations, the Constitution and Rules and by laws of the Club for the time being in force may be adopted and applied to such particular circumstances with such modifications as the circumstances of the particular case may require.

16. TRANSITIONAL

The officeholders, committee members and members of the Association immediately before these Regulations came into effect shall continue in office or remain members, as the case may be upon these Regulations commencing.