



# ESC Membership Policies



*These policies should be read within the context of the Elwood Sailing Club Incorporated (the Club)'s articles of association, 'Rules of the Elwood Sailing Club' (the Rules), and do not override or supplant the Club Rules. These policies are intended to supplement the Club Rules and to clarify queries that have been raised by members and potential members.*

## **Request for special consideration;**

Where the policies detailed below reaffirm the club rules as defined in the 'Rules of the Elwood Sailing Club', the General Committee has no discretion to vary these policies without alteration of the Rules via a 75% vote of eligible members at a General Meeting. Members wishing to change the Rules must do so in accordance with the procedures in the Rules.

Where the policies detailed below do not reaffirm (and do not conflict with) the club rules defined in the 'Rules of the Elwood Sailing Club', they can be considered policies at the discretion of the General Committee and can therefore be overridden by resolution of the General Committee. Members wishing to have their special requests considered should submit a written request to the General Committee via the appropriate General Committee Member/Flag Officer stating their specific circumstances and request either a one-off exemption or a change to the policy in question.

Where the policies conflict with the club rules, the club rules shall take precedent and policies shall be 'read down' to the extent of the conflict.

## **1 Membership classes:**

### **1.1 Senior Member;**

Default membership class for Members over the age of 18 years at the annual membership renewal date (July 1<sup>st</sup>.) Senior Members have full privileges of membership which includes the entitlement to vote at Annual General and Special General Meetings, nominate for election as Flag Officers and Management Committee members, access and use via fob key of Club facilities out of hours, storage of yachts/sailboards in the Club's storage facilities (subject to the Club's storage policies), discounts on hall hire and sailing school lessons, partake in club events and races (subject to the Club's Race Card / Entry policies) and the issue of a YA/YV silver card.

### **1.2 Patrol Membership;**

Can be considered as a subclass of Senior Membership for non-sailing members that have current Boat Operators Licence and are rostered on to Rescue Patrol duty for no less than 10 days per season. Patrol Members have the same privileges of membership as Senior Members apart from yacht/board storage. Patrol Members are offered reduced annual membership subscription fees in recognition of their additional duty commitments.



### **1.3 Life Member;**

Life Members are classed as Senior Members for life. Life Members are Club members (or other persons) who have rendered special service to the Club or the sport of sailing and have been nominated by the general committee and approved by 75% vote of eligible members at a General Meeting. Life Member have no obligation to pay annual membership subscription fees but are liable for storage and race entry fees.

### **1.4 Family Member;**

Family membership entitles a nominated member, their partner/spouse and their children who are eligible for Junior Membership to the same membership privileges as they would be entitled to as individual members, with the exception of one vote per Family Membership at Annual and Special General Meetings.

If additional YA/YV silver cards are required (in addition to the silver card issued to the nominated member), the Membership Officer must be informed of their names and dates of birth at the time of renewal of the Family Membership.

### **1.5 Junior Member;**

Junior members are person under 18, or if a full time student under 21 years old (as of 1<sup>st</sup> July in the membership year). Junior Members have limited privileges but are permitted to store their yacht at the Junior Boat Storage rate and to partake in Club events and races (subject to the Club's Race Card / Entry policies) and the issue of a YA/YV silver card. Junior Members cannot hold office or vote at General Meetings.

### **1.6 Student Member;**

Otherwise referred to as 'Senior Student Membership', applies to members who is a full time student over 21 years old and less than 26 years old (as of 1<sup>st</sup> July in the membership year). Student Members have limited entitlements but are permitted to store their yacht (subject to the Club's storage policies), to partake in Club events and races (subject to the Club's Race Card / Entry policies) and the issue of a YA/YV silver card.

### **1.7 Social Member;**

Social Members are members do not partake in the boating/sailing activities of the Club but wish to partake in the social aspects of the club. Social Members may be allowed ESC bar vouchers (currently \$40) for use at the Club bar during social events.

Social Members have limited access to club facilities during opening times and do not have the right to hold office or voting rights at Annual General and Special General Meetings.

### **1.8 Honorary Member;**

Honorary member are members elected by the General Committee for a period of no more than 1 year with full Senior Member privileges, with the exception that they cannot hold office or vote at General Meetings. Honorary Members have no obligation to pay annual membership subscription fees but are liable for storage and race entry fees.



## **2 New Membership Nominations:**

### ***2.1 Nomination Forms;***

All nominees for membership must submit a completed ESC Nomination form to the Membership Officer, along with any Nomination Fee due.

### ***2.2 Nomination Fees;***

A nomination fee of \$150 is payable by all new membership applicants. Currently the General Committee waives Nomination Fees for current Senior and Family members of Yachting Australia affiliated clubs and new Junior, Social and Patrol in recognition that the nomination fee is greater than the annual membership subscription. The right to charge or waive nomination fees for particular classes of membership remains at the discretion of the General Committee.

### ***2.3 Nomination Process;***

Once the Membership Officer has received the Nomination form along with any Nomination Fee due, the Nomination form will be presented to the next General Committee meeting for their approval or rejection. The Membership Officer will notify the nominee in writing of the outcome of their application for membership as soon as practicable and in the event of rejection, return the Nomination fee.

### ***2.4 Approved Membership Nominations;***

Where the nomination has been approved the Membership Officer will invoice the nominee for subscription fee applicable to the class of membership applied for and for any other charges due, such as Race Entry Card or Fob key. Once payment in full for the outstanding fees have been received by the club, the new members details will be entered into the Register of Members and they will be entitled to exercise the rights of membership of the class approved by the General Committee.

## **3 Membership Subscriptions & Fees:**

### ***3.1 Membership Renewal Due Date;***

All members, with the exception of Life & Honorary Members, are required to complete a membership renewal form and pay their annual membership subscription by the Due Date (30<sup>th</sup> June) for the following season. While the Club will endeavour to notify all members of membership renewal dates by email or mail, it is ultimately the member's responsibility to ensure that all payments are made by the Due Date and their contact details are kept updated in the club's membership records. Failure to do so will result in disabling of key fobs and the late or non issue of YA Silver/Gold cards.

### ***3.2 Early Payment Discount;***

If Senior & Family members wish to claim the early payment discount, full payment of membership fees must be received by the Club before the Due Date.



### **3.3 Part Year Membership Fee Discount for New Members;**

The General Committee has resolved to offer a 50% discount on the full year Membership Subscription fee for new Senior & Family Members whose nomination was approved after 31<sup>st</sup> December in the membership year.

### **3.4 Non Financial Members:**

Members who fail to pay their membership subscription by the due date will have their rights of membership suspended until all outstanding dues have been received by the club and will be required to remove any equipment in storage and return any keys in their possession. Members who fail to pay the subsequent years membership subscription by the due date will be considered to have resigned their membership of the Club.

### **3.5 Suspended Members:**

Members who do not intend to utilise their membership entitlements for a period of a year or more may apply to the Membership Officer to have their membership suspended for *a maximum of 2 years*. Suspended Members will be required to remove any equipment in storage and return any keys in their possession. Suspended members renewing their membership will not be required to re-nominate for membership.

## **4 Storage & Race Card Fees;**

Members who require storage and race cards must ensure all outstanding fees are paid in full by the due date to allow sufficient time for the committee to allocate storage, create duty rosters. Failure to do so will result in loss of storage priority or eligibility.

## **5 Out of Hours Access and Use of Premises**

### **5.1 Club Keys;**

Out of operating hours access to the ESC hall and Storage shed is available to all Senior, Family, Life, Patrol, Student and Honorary Members via an electronic fob key, upon payment of the key levy. General Committee and other Club volunteers that require access to the Committee Room/Office/Storeroom may request that their fob is authorised to access these areas.

Junior and Social members have no entitlement to access the club out of operating hours, however they may request a temporary fob be allocated if required for a specific purpose approved by the Membership Officer or Club Manager.

Access keys to other areas of the club will be allocated upon request on an 'as required' basis by the Membership Officer or Club Manager and all keys issued must be recorded on the ESC Security Key register.

Electronic fob and any other keys are non transferable, remain the property of the club and should be returned to the Membership Officer or Club Manager if the member is no longer eligible or required to gain access to the area or does not intend to renew their membership.



## **5.2 Use of Club Premises;**

Members and their guests are welcome to use the club premises and facilities outside of regular operating hours for personal, non- commercial and non-exclusive purposes, but should ensure the facilities are left in the condition in which they were found. If a Club Member wishes to use the club premises for exclusive or commercial activities they should pre-book with the Hall Hire representative and pay the standard members hall hire rates.

Members should avoid accessing the clubrooms when there is a booked function underway.

## **5.3 BYO Alcohol;**

Club Members and their guests are permitted to BYO and consume alcohol on the ESC premises during licensed hours only (currently 1pm – 9pm Saturdays & Sundays), and when the club bar is not operating. Please note that ESC's liquor licence conditions still apply to Members their guests when consuming BYO alcohol on the premises, so Members should ensure guests are signed in and behave accordingly.

# **6 Entitlement to use of Onsite Storage Facilities:**

*The Club has limited yacht storage facilities and sailboard lockers onsite and it is club policy to use access and entitlement to yacht storage to encourage members to participate in club racing and duty activities and to develop competitive racing within classes and the overall Club racing fleet. As such, the Club's Storage Policy takes into account current membership status, length of membership, participation in Club races, duty days worked and class of yacht/board.*

## **6.1 Senior, Family, Student, Life & Honorary members;**

Are entitled to apply to the Storage Officers for storage of yachts/boards and associated equipment at the club, which will be considered subject to the Club's Storage Policy, payment of the appropriate storage fees, and for sailing members, payment of the senior race card fee.

## **6.2 Junior Members;**

May apply to the General Committee via the Yacht Storage Officer for Junior Yacht Storage at the Junior Storage fee without a junior race card fee being paid, provided the junior sails & races regularly. Storage priority will be given to Juniors that have paid for the Junior Race Card fee and storage priority will be evaluated subject to the Club's Storage Policy.



### 6.3 General Storage Conditions;

Members should take care to store their equipment in the location allocated by the Storage Officer not inconvenience other members by blocking or restricting access to their allocated storage locations.

Storage allocations will be reviewed at the beginning of each sailing season. Members who utilise the Club Storage facilities will agree to remove their yacht/board and any other equipment stored onsite within 30 days of written notice from General Committee. Failure to remove as per request will result with confiscation of all equipment by the club.

Members who do not qualify for their desired storage under the Club's Storage Policy may apply to the General Committee (via the Storage Officer) for special consideration of their circumstances; however Club membership cannot be contingent on a member receiving the desired storage allocation.

## 7 Race Entry Cards:

Race Entry Cards are allocated at the beginning of the race season to skippers/owners who have paid the appropriate fees. Race entry cards allows skippers to participate in all club races without payment of visitor race fees and are used by the Club to monitor participation of skippers in club races and duty days, and therefore to evaluate member's Storage entitlements. ***All members, with the exception of Junior Members, who store equipment on-site must have current Race Entry Card.***

Race entry cards should be placed in the Entry Box before commencement of a race, or if the skipper/crew is rostered on duty, taken directly to the race control tower. All race entry cards received will be date stamped by the tower duty staff and those on the duty roster will also receive a 'Duty' stamp.

If a member without a Race Entry Card wishes to participate in a club race they must complete a visitor race entry envelope and deposit it, with the visitor race fee enclosed, in the race entry box before the race. Club members may participate in a maximum of 6 club races per season via the visitor race entry, after which they must pay the Race Entry Card fee.

## 8 Visiting Skippers & Crews:

Visiting skippers and crews who are current members of Yachting Australia affiliated clubs are welcome to join in ESC races upon lodgement of the visitor race entry envelope and fee in the entry box before the commencement of the race. Visiting YA club members should carry a current YA membership card (Silver or Gold card) and present it to race officials upon request.

Visiting Skippers & Crews may participate in a maximum of 6 ESC races per season, after which they must apply for membership of the Club if they wish to continue participating in club races.

Visiting skippers who are not current financial members of a YA affiliated club and do not have a current YA membership card may not participate in ESC races. Visiting crew who are not current financial members of a YA affiliated club and do not have a current YA membership card may participate in a maximum of 3 races before joining a YA affiliated club.