

POLICY SECTION - HOUSE RULES - BAY YACHT CLUB

The House Rules of the Bay Yacht Club may be construed, from time to time, by a majority vote of the Executive Board and published as an addition to the Bylaws under a policy section (Bylaws, Article XI).

Section I Dues and Fees Structure:

As approved by majority vote of the Executive Board and voted upon by a majority of voting members at an authorized General Membership Meeting.

- I. The Executive Board may from time to time recommend to the General Membership a schedule of initiation fees, dues and assessments and the manor of payment of same, to be voted upon by a majority of voting members of the Club present at a semiannual or special meeting called for that purpose.
- II. The fees and dues, when approved, shall be posted in a prominent place in the Clubhouse or on the Club's web site.
- III. The initiation fees are as follows excluding applicable taxes:
 - i. Active \$250.00;
 - ii. Out-of-State \$250.00;
 - iii. Military none;
 - iv. Student none;
- IV. The initiation fee may be paid over a six month period at the rate of \$50.00 each month for a total of \$300.00.
- V. There shall be no initiation fee for a child of a member, who upon reaching the age of 21, who wishes to join the Club. This paragraph shall be in effect for six months after the said child's 21st birthday.
- VI. Dues and assessments plus applicable taxes and incurred charges: payable in advance and due by the 15th of the month.
 - i. Active: \$52.00 dues, billed monthly.
 - ii. Military: \$42.00 dues, billed monthly.
 - iii. Cruising: \$240.00 dues per year, billed annually.
 - iv. Out-of-State: one half of the dues of Active memberships, billed monthly.
 - v. Student: \$35.00 each calendar year, billed annually.
 - vi. Honorary and Life: none.

Section II House Rules

1.
 - (a) Members, their immediate families, and guests shall comply with these rules.
 - (b) Violations may result in action deemed appropriate by the Executive Board.
 - (c) Club premises refers to 555 South Shoreline, Suites 100, 101 and the contents there of.
2.
 - (a) Guests on Club premises must be accompanied by their host BYC member.
 - (b) Regatta crews are considered BYC guests.
 - (c) The host BYC member is responsible for the conduct of his/her guest(s), and for charges or liabilities incurred by the guest(s).

3.
 - (a) Club property shall not be removed, rented, or loaned without specific permission of the Vice Commodore.
 - (b) Club premises may be reserved and rented for private parties by BYC members in “good standing” except during scheduled Club events such as Club dinners on Friday or Saturday nights.
 - (c) Club premises may be made available from time to time, at no charge, by a Club Member through the Vice Commodore, for non-profit events such as boat and water safety, sailing instruction, City Marina staff training, or dissemination of information related to the Marina. A written contract shall be required, as in other Club rentals, so as to delineate liability issues, scheduling, and the use of Club premises.
 - (d) Private rentals of the Club are subject to the following:
 - (1) Written contract signed by the Renter (Lessee) and the Vice Commodore.
 - (a) When the Vice Commodore receives a request for a Club rental he shall check the Club Calendar for possible conflicts. There being no conflicts, the Vice Commodore will then notify both the Executive Board and the Membership, via email, of the proposed date of the Club rental. If after five working days no possible conflicts have surfaced the Vice Commodore may then execute a contract for rental of the club.
 - (2) Payment of Rentals at:
 - (a) Monday through Friday at \$20.00 per hour with a \$40.00 minimum and a \$200.00 maximum.
 - (b) Saturdays and Sundays at \$40.00 per hour with a \$120.00 minimum and a \$300.00 maximum.
 - (3) BYC members shall not be denied the use of the Club restroom during such private parties.
 - (4) BYC members shall be discreet during the time the Club is reserved.
4. Sunfish boats are available to Club members at no charge. Any member who desires the use of one is to be checked out by the Sunfish Committee. Key fobs which open both the gate on the City Marina Pier A and the Clubhouse are available to a member who wishes to use the Sunfish. The Sunfish are available on the City Marina Pier A.
5. Profane language, abusive or provocative conduct is prohibited on Club premises.
6. Smoking is not permitted in the Clubhouse.
7. The State laws pertaining to alcohol use shall be strictly observed.
8. The Club may provide beverages at Club expense for scheduled activities.
9. **Pets shall not be allowed in the Clubhouse.**
10. Members shall assist in maintaining the appearance and cleanliness of Club premises.
11. Folding or repairing of dry sails is permitted. Wet sails are not allowed in the Clubhouse.
12. BYC members shall not incur expense on behalf of the Club without approval of the Executive Board or Commodore.
13. No person shall remain overnight on Club premises, unless approved by the Executive

Board.

14. Club members are responsible for Club property. The last member departing the Club shall secure all doors, lights, window shades, and arm the alarm system. **A checklist for securing the Club is mounted under the red exit button near the front door.**
15. The Executive Board may authorize a burgee exchange Club to Club. BYC members in “good standing” may purchase burgees for personal or exchange purposes by:
 - (a) exchanging Club to Club or member to member,
 - (b) donating the exchanged burgee to BYC,
 - (c) acting on behalf of BYC with Executive Board approval.
16. The Commodore, Vice Commodore, or Rear Commodore shall approve printed material posted on the Club’s bulletin boards, and shall periodically remove matters that have become dated. No item, picture, trophy or any matter shall be affixed to the walls of the Club without Executive Board approval.
17. Membersblasts and general club announcements should be limited to information that is pertinent to BYC members and should not include politics, religion, jokes, and non-marine advertising.

Section III KEYS TO CLUB PREMISES

1. Applicability: The procedures are applicable for keys to the club premises that are:
 - a. Owned by Bay Yacht Club and issued to club members.
 - b. Owned by the Corpus Christi Marina and issued to BYC members who are marina tenants.
 - c. Owned by the Corpus Christi Marina and issued to the club for access to Sunfish in the marina.
2. Policy:
 - a. BYC members with keys to the club premises have a responsibility to safeguard the keys, permit them to be used only by member's family or guests, notify the club if a key is lost, and return keys to the key custodian when no longer needed or when no longer a club member.
 - b. Marina tenants with pier keys are not required to have BYC keys. Upon request, the BYC treasurer will register marina pier keys to operate the club’s security access system.
3. Key Custodian:
 - a. The club treasurer is the custodian of club-owned keys and marina-owned keys for access to the Sunfish storage and dock.
 - b. The treasurer maintains an accurate record of key serial numbers and status of each key; to whom issued, held in club inventory, inactive, lost, etc.
 - c. The treasurer provides liaison with the alarm company for matters pertaining to status of club-owned and marina owned keys.
 - d. The treasurer provides physical custody and safekeeping for keys not issued to members.
4. Issuing Keys:

- a. Club members may contact the treasurer and request they be issued a club-owned key for access to the club premises.
 - b. Members who do not have a pier key issued by the marina may request a marina-owned key for access to the club's Sunfish. These will be issued on a case-by-case basis because of the limited quantity of keys provided by the marina.
 - c. Keys will be issued in the name of the club membership.
 - d. The treasurer will collect a \$15.00 refundable security deposit for each key issued. The member may pay cash or be billed by the treasurer. The treasurer will account for the deposit with a sales receipt (cash) or billing invoice. The receipt or invoice will cite the serial number of each key issued. The treasurer will record each deposit to a key deposit liability account in the club financial records.
5. Returning Keys:
- a. Keys may be returned to the treasurer at any time. The treasurer will refund the appropriate key deposit. The refund record will note the serial number of the returned key.
 - b. The treasurer will update club records to show the returned key as unassigned and available for re-issue.
 - c. The club expects members who resign or leave club membership to return all keys issued by the club. Keys not returned will be considered lost.
6. Deactivating Keys for Memberships In Arrears or Suspension:
- a. The treasurer will deactivate keys of memberships in arrears or suspension.
 - b. The treasurer will re-activate the keys when the membership account is in good standing or the suspension has ended.
7. Lost Keys:
- a. If a key is lost, the member shall notify the treasurer at the first opportunity.
 - b. The treasurer will deactivate the lost key. If the member has more than one key, the member must help the treasurer identify which serial number of the lost key. Otherwise, the treasurer will deactivate all keys issued to the member until such time as the member can identify the lost key.
 - c. Treasurer will re-activate a key if member later reports it has been found.
 - d. The deposit paid on a lost key is forfeited. If the lost key was for access to the club Sunfish, the amount charged by the marina to the club for a replacement may exceed the amount of the forfeited key deposit. In the event, the treasurer shall bill the member account for any difference.
8. Marina Tennant Pier Keys
- a. The treasurer will, upon request, activate pier keys issued to Corpus Christi Marina tenants in the club's security system and these keys may then be used for access to the club facilities.
 - b. Pier keys that are lost or returned to the marina must be reported to the treasurer for deactivation in the club's security system.

Section IV HAM RADIO OPERATIONS

1. Applicability: These policies are applicable to operation of the Bay Yacht Club amateur (ham) radio system, call sign K5BYC:
2. Radio Operations: All operations shall be in strict accord with FCC regulations and best practices for amateur radio activity.
 - a. Authorized Frequencies

- i. The antenna may only be used on 10 meter (28MHz), 15 meter (21 MHz), 20 meter (14 MHz) and 40 meter (7MHz) amateur radio bands.
 - ii. Technician licensees may only use the 10 meter band between 28.300 and 28.500 MHz
 - iii. General licensees may use all the 10 meter band, 15 meters above 21.275 MHz, 20 meters above 14.225 MHz, and 40 meters above 7.175 MHz
 - iv. This radio may not be used on the marine service frequencies.
 - v. Operators must be careful to remain within authorized frequency.
 - b. Authorized Operators
 - i. A licensed amateur operator must be present and supervise all radio operations.
 - ii. An unlicensed person may speak over the radio under supervision of a licensed operator.
 - iii. Every licensed amateur operator wishing to broadcast under the BYC call sign K5BYC must be checked out by one of the club's key operators.
 - iv. Licensed radio amateurs may connect to their personal transceivers to the club antenna and power supply on the condition that all transmissions are made under their personal call sign and not the BYC call sign.
3. Maintenance
- a. Maintenance of the transceiver, antenna, power supply and other amateur radio system components is not a responsibility of the Vice Commodore or Facilities Committee. BYC ham operators shall self-perform system maintenance as required.
 - b. Maintenance / modifications that impact the building structure or infrastructure must be coordinated with the Vice Commodore.
 - c. The case of the club's ham radio shall not be opened except by a qualified technician and only after approval by a majority of the key operators as to the necessity of the proposed modifications or repair

REVISIONS:

House Rules were revised and approved on	June 7, 2009
House Rules were revised and approved on	April 12, 2014.
House Rules were revised and approved on	February 5, 2015
House Rules were revised and approved on	February 5, 2015a
House Rules as revised at the General Membership Meeting	October 10, 2015
Future House Rules revisions will have the revision date in the document name in the yyyyymmdd format.	
House Rules were revised and approved on	July 11, 2016