

RBYC BY-LAWS

(A) GENERAL

- 1) Members shall act in the best traditions of Ladies and Gentlemen when on the Club Premises.
- 2) Any person who, having been a Member and struck off, shall not be eligible to be introduced to the Club as a Visitor.
- 3) A function is one that has been approved by General Committee and covers the following -
 - a) A Member entertaining Guests in the Olympic room or Upstairs function room which has been reserved for that function
 - b) A Meeting of a Club or Association or commercial company conducting a conference, seminar, dining, event, be it fundraising or not.
 - c) Any Functions organised by the House Sub-Committee or caterer.
- 4) A badge, provided by the Club, being a miniature of his Flag and showing the Flag Officer's name, shall be worn by Flag Officers whilst they are in the Members' Bar or Olympic Lounge. A badge, provided by the Club, showing General Committee Members names, will be worn by Members of General Committee, whilst they are in the Members' Bar or Olympic Lounge.
- 5) No litter or refuse of any kind is to be disposed of in the Marina or on the Hardstand Area, except into the Bins provided. Refer Marina and Hardstand By-Laws
- 6) No Member shall lend or provide for the use of a person who is not a Member, any key issued or provided to him by the Club without the prior consent of a Flag Officer or the Manager/Secretary.

(B) RULES FOR PROCEDURE AT MEETINGS

1. No discussion shall take place except on a motion or amendment, moved and seconded, and put in writing if so demanded by the Chairman.
2. Only one amendment shall be entertained at one time. If the amendment be carried, it shall become the substantive motion, the original motion lapsing, and there will be no necessity to put the original motion to the Meeting. It will be competent, whether the amendment is carried or not, to receive other amendments, one at a time, to be decided in like manner until the subject is finally disposed of.
3. No Member shall propose more than one amendment upon a motion, and no Member shall speak more than once upon either motion or amendment, except the mover of the motion, who shall be entitled to reply; and thereupon all discussion shall cease, and the question shall be put. Any Member seconding a motion or amendment without remarks shall not be held to have spoken thereon. In the case of amendments being lost, the chairman shall put the motion to the vote.
4. Any Member, with the consent of the chairman, may offer an explanation of any particular used by him, but must confine himself strictly to such.
5. Any subject that may once be settled by vote, cannot be again entertained at the same Meeting.
6. An amendment, "That the question be now put" shall take precedence of all matters before the Meeting, and no discussion shall be allowed thereon.

7. On all questions and during all discussions, the Member speaking shall address the Meeting through the chairman and shall be standing.
8. In all cases where a point of order is raised, the Member raising the same shall state the point of order clearly and distinctly; and if a Member be speaking, such Member shall take his seat until the point of order is decided. The chairman shall decide the matter promptly, and not allow a discussion.
9. Where a motion is to disagree with the chairman's ruling, the chairman shall forthwith leave the Chair, and his successor shall be appointed by the Meeting. The discussion may then proceed, and the question be settled forthwith.
10. Any one or more of these Rules for procedure may be suspended in case of emergency, provided that a majority of the Members present shall deem such suspension necessary.
11. In all cases not herein provided for, resort shall be had to the ordinary rules of debate.

(C) COMMITTEE ELECTIONS PROCEDURE

- 1) Principles
 - a) General Committee elections are to be conducted in a respectful and non-confrontational manner. Candidates shall respect the privacy of members at all times. Candidates and their supporters are expected to abide by these procedures.
 - b) These procedures operate subject to the requirements of the Royal Brighton Yacht Club Rules, including, but not limited, to Rules 3, 4, 9, 11, 20, 24, 25 and 26.
- 2) Making and Lodging of Nominations
 - a) Nominations shall contain information as required by Rule 25 and shall be in the form and layout as determined by General Committee from time to time and will provide for the inclusion of a short CV statement by each Candidate, setting out claims to the position(s) for which he or she is nominating. Candidate nomination and CV statements shall be no longer than one A4 page. Any statement made by a Candidate shall be based on factual information.
 - b) In accordance with Rule 25, nominations for Flag Officers and Honorary Treasurer shall specify whether the Candidate also nominates for election as an ordinary member of the General Committee in the event that the Candidate is not elected as either a Flag Officer or Honorary Treasurer.
 - c) In accordance with the requirements of Rule 25, Nominations shall be lodged with the Secretary no later than 1800 hours, 21 clear days before the date on which the annual ballot is to be held. All Candidate nomination and CV statements will be displayed simultaneously on the Club Notice Board, after the closing date for nominations.
 - d) The Returning Officer shall determine the eligibility of Nominating and Seconding Members and review Candidate statements before documents are posted in the mail, emailed, or put on the Club website. Candidates may be required to amend their statements upon the request of the Returning Officer.
 - e) All nominations shall be posted simultaneously by the Secretary on the Club website and mailed or

- emailed to all eligible voting members prior to the election.
- 3) Campaigning
- a) The office will not give out bulk addresses at any time. A member must not use information about another member obtained from the register of members of RBYC to contact or send campaign materials to the other member, or give another person this information so that they can so use it contrary to section 58 of the *Associations Incorporation Reform Act 2012*. Personal information that has been provided by RBYC members for inclusion in material published by RBYC can be used for contacting members, provided such use is not contrary to the *Information Privacy Act 2002*.
 - b) Social media may be used by Candidates and their supporters to support their campaign for election, bearing in mind that voting is limited to eligible voting members only, and should only be used in accordance with relevant applicable social media charters. The returning officer must approve information to be placed on RBYC's official social media sites and each Candidate is entitled to have their information approved and placed on RBYC's official social media sites.
 - c) Club events shall not be used by Candidates or their supporters to make public campaign announcements.
- 4) Use of How to Vote Cards
- a) 'How to Vote' cards are restricted to the listing of preferred Candidates for office. Candidates are to be listed by names and suggested voting order and the name of the person proffering the Card only.
 - b) Candidates may provide and distribute 'How to Vote' cards at their own expense and by their own means at any time during the election campaign period except on Polling Day, when 'How to Vote' cards may be distributed only in the Members' bar area.
- 5) Polling Day
- a) Apart from Members attending to cast their vote, only the Returning Officer and his/her assistants shall be present in the Polling Booth Room on Election Day.
- 6) Mode of Election
- a) All contested positions shall be determined by ballot in accordance with the provisions of Rule 26 for a valid vote. If only one Candidate is nominated for the position, the Chairperson of the Annual General Meeting must declare that Member elected to the position.
- (D) HOUSE**
- 1) The various areas of the Club House shall be open to Members entitled to the use thereof on days and during hours which the Committee shall from time to time determine.
 - 2) Any Member using any of the Club property shall replace the same in its appointed position, and shall be responsible for any loss or damage occasioned by his misuse or neglect.
 - 3) Betting or gambling on the Club premises is strictly forbidden.
- 4) Sale and consumption of liquor is governed by Consumer Affairs Liquor Licensing Acts. The Club reserves the right to refuse service to anyone.
 - 5) No liquor is to be consumed on any part of the Licensed Club premises at times other than permitted under the Liquor Control Act.
 - 6) The member prices to be charged for liquor supplied at the Club shall be comparable to the price recommended from time to time by the Licensed Clubs' Association of Victoria.
 - 7) No Member shall reprimand any Member of the Staff, whether those staff is employed by the club or the caterer or other outsourced employer working in the club grounds. Any complaint must be submitted to the Secretary-Manager, in writing, for consideration of General Committee.
 - 8) Members should carry their Membership Card and Club Key at all times whilst on the Club premises and must produce same if requested.
 - 9) No animals, reptiles or birds shall be brought into or permitted to remain in the Clubhouse, excepting registered Guide Dogs accompanied by their owner.
- (E) DRESS**
- 1) Minimum Dress: Shirt with shorts or slacks, with sandals or shoes and optional socks. Working gear or yachting wet weather gear is NOT acceptable Dress.
 - 2) On Scheduled Race Days clean and tidy gear with sandals may be worn in The Bar.
 - 3) The dress for Ladies shall be that recognised as the appropriate standard conforming to that set for men.
 - 4) The Senior Flag Officer or Committee Member present shall have final authority in interpretation of standards of Dress, and any direction to Members or their Guests in this regard shall be observed immediately.
 - 5) Any objection to the decision regarding Dress may only be made in writing to the General Committee.
- (F) YARD & CLUBHOUSE GROUNDS (inc Hardstand & Marina)**
- 1) The lawns and grounds may and shall be used only for the purpose of drying sails, and no other gear may be placed thereon for the purposes of overhaul and repair or otherwise. All sails placed on the said lawns or grounds shall be removed therefrom by sunset each day and any sails remaining thereon after that time may be removed without responsibility for loss or damage thereto. All sails placed on the said lawns or grounds shall be at the risk of the owners thereof and may be removed or shifted for gardening or other purposes.
 - 2) No vehicle shall be driven across, or wheeled over, and no obstruction shall be left on any portion of the lawns without the permission of the Manager / Secretary
 - 3) Any Member desiring to use any of the Club gear or tools shall make application to the person in charge thereof, and shall (immediately upon having finished therewith) return same to such person or to such place as he may direct.
 - 4) No refuse or rubbish shall be placed or thrown in, upon, or about the Yard or Club premises. Any Member depositing any refuse in or about the Club Yards or premises shall cause same to be removed prior to his leaving the Club premises.

- 5) No petrol or benzine or other highly inflammable liquid or matter shall be kept or stored in any building or in or upon any boat while in the Yard, unless kept or stored in a place and in such manner as is approved by the General Committee.
- 6) All gates abutting on the Foreshore shall be closed and locked when appropriate by Members using the same.
- 7) The Jock Sturrock Sailing Centre is for the purposes of junior sailing and other junior activities.
- 8) Any animal brought into the Club grounds must be on a leash and tethered accordingly when left unattended.
- 9) Any Member bringing an animal into the Club grounds must clean up and properly dispose of all of the animal's droppings.

(G) SLIPWAY, YARD and CRADLES

- 1) The control of the slipping and launching of boats is through the concessionaire, licensed by the Club.
- 2) The Slipway shall be used by Members in accordance with the directions of the concessionaire and the Club at the risk and expense of the vessel owner, and the Club and its Officers (Honorary or otherwise) shall not be liable for any damage occasioned by the use of the said Winch and Slipway.
- 3) No persons other than those appointed shall use or direct the use of or in any way control or interfere with the Electrical Winch; nor shall any person or persons be in or remain in the Winch Shed without special permission of the persons so appointed by the Committee.
- 4) Any Member owning a Yacht or boat on the Yacht Register being desirous of using the Slipway for the purpose of having his yacht or boat placed in the Yard or otherwise, shall apply either verbally or in writing to the concessionaire or such other person or persons appointed.
 - (a) The position to be occupied by any boat brought into the Yard shall be decided and fixed by the concessionaire or such person or persons appointed.
 - (b) The concessionaire shall be responsible for selecting the appropriate cradle for each vessel.
 - (c) The Club will charge a yard storage fee to the vessel owner for the time the vessel remains in the yard. The concessionaire charges a fee to slip vessels. These fees may be changed from time to time in conjunction with the concessionaire and the Committee
 - (d) No boat shall be removed from the Yard, or from one position to another in the Yard, except with the consent and under the direction of the Honorary Slipway Officer or such other person or persons authorised by the Committee to supervise this work.
 - (e) No boats (other than tenders) shall make fast to the Slipway.
 - (f) Save as to those Cradles which are now in the Club Yard, no Member shall hereafter bring to or keep upon the Club premises any privately-owned cradle. No Cradles or portion thereof shall be altered unless it conforms to a standard or design approved by the Committee.

- (g) Boats on the Club Register berthing permanently at Brighton shall have first preference on slipping and Yard facilities; other yachts or boats whether on the Club Register or not shall be permitted in the Yard only at the discretion of the Committee.
- (h) Slipping of all boats must be arranged through the concessionaire or club Office.
- (i) The Committee may, at its discretion, waive any charges under special circumstances such as the repair of damaged boats or the unavoidable absence or illness of the owner.
- (j) The Committee shall have the right, in its absolute discretion to refuse any application.

(H) GYM, SAUNA & STEAM ROOM

- 1) All authorised persons using the Gymnasium, Sauna, Steam Room, must do so in accordance with OH&S regulations.
- 2) No miss-use of
- 3) All approved persons using these facilities must attend an assessment session. (A doctors health approval certificate may be requested)
- 4) The Club takes not responsibility and will not be liable for any injury incurred.
- 5) All persons approved to use these facilities must sign a liability waver.
- 6) Authorised/approved persons means; Members of RBYC, completing the assessment and being in the approved membership category.

(I) HOUSE CATERERS

- 1) Catering may be outsourced from time to time as approved by the Committee.
- 2) The Committee reserves the right to refuse any function.
- 3) Function and other bookings should be made directly with the caterer.

(J) PARKING

- 1) Members parking on Club grounds are as per privileges accorded to membership categories. ie: Senior Membership only or as the Secretary/Manager approves.
- 2) Vehicles must be parked within the designated parking space as defined by painted lines.
- 3) Disabled parking spaces must only be used by Members with a disability.

(J) MISCELLANEOUS

- 1) Club Office hours are as per notices and may be changed from time to time.
- 2) Official RBYC Club clothing is available during these hours and may be charged to member accounts.
- 3) The Clubhouse has wireless Internet available to members at no charge. A fee may be charged for non-member use. Passwords may be changed from time to time and are available from the Office.