

AMENDED AND RESTATED BY-LAWS

ADOPTED AT A SPECIAL GENERAL MEETING OF MEMBERS CALLED IN 2006 AND FURTHER AMENDED AT THE 2006 AGM

BEING THE GENERAL BY-LAWS OF THE ROYAL LAKE OF THE WOODS YACHT CLUB ("RLWYC"), and superseding all previously adopted constitutions and by-laws.

PURPOSE OF RLWYC

1. The purpose of RLWYC is to organize, equip, and operate a club located on Yacht Club Island at Lake of the Woods, Canada, for pleasure and recreation. Further objectives include: to promote and develop the sport of sailing; to maintain a clubhouse, sailing equipment, docks, tennis courts; to be a community leader in the promotion of safe boating practices and good stewardship of the natural lake environment; and to provide other means of recreation that the Executive Committee may consider advisable. The operation of RLWYC will be for non-profit purposes only, and no part of the net earnings of RLWYC will benefit any private member. Notwithstanding any other provision of these By-Laws, RLWYC will not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of this general purpose.

COLOURS

2. RLWYC colours will be triangular, not more than 24 inches in length, half red and half blue, horizontally, having the red above.

MEMBERSHIP

3. Membership will be limited to those who subscribe to the objectives and undertakings of RLWYC.
4. Entrance fees, categories of membership, and annual dues will be determined from time to time by ordinary resolution of the Executive Committee. Categories need not be limited to individuals, but may include broader group categories such as 'Family' or 'Camp'. Annual dues will be payable on a date determined by the Executive Committee.
5. A list of all members will be maintained by the Executive Director.
6. Any member who has not paid his or her annual membership dues and/or entrance fees and/or account charges by December 31st in any year, will cease to be a member, and his or her name will be struck from the membership roll. Such member will only be reinstated with the approval of the Executive Committee, and upon payment of all arrears and any other charges that the Executive Committee may see fit to impose.

7. Individuals who are not otherwise qualified to be a member but who have distinguished themselves by their service to RLWYC may be conferred honorary membership for a term that is at the discretion of the Executive Committee. Honorary members have no voting rights whatsoever.
8. Any member who willfully violates any of the rules of RLWYC may be subject to suspension.

MEMBERSHIP MEETINGS

9. The Annual General Meeting of RLWYC will be held in Winnipeg, Manitoba, no later than the first Wednesday in December in each year. In addition, for the years, 2009 and 2010, the Annual General Meeting of RLWYC shall be held annually at a place and time to be determined by the Executive by December 31. (This addition shall be removed from the By-Laws following the 2010 season). The Secretary will provide written notice of the time and place of the Annual General Meeting to each member in good standing at least one week before the meeting, in a manner reasonably calculated to reach each member, including by electronic means or by postal service. The Commodore, or in his or her absence the Vice-Commodore, will be the chair of such meetings. The Commodore, one other member of the Executive Committee, and ten additional members of good standing will form a quorum. No business will be conducted until there is a quorum present.
10. The proceedings of every Annual General Meeting will be as follows:
 - a. Reading of the Notice of Meeting (or a motion to waive the reading)
 - b. Approval of the Minutes of the last Annual General Meeting
 - c. Reports of the Executive Committee and working committees, including an annual report of the activities for the previous year and financial statements (or summaries thereof)
 - d. Ratification of Actions
 - e. Nomination and election of the Executive Committee
 - f. Appointment of Accountant
 - g. Other business (including business brought under consideration by the Notice)
 - h. Adjournment
11. The Secretary will summon a special general meeting at any time upon receiving directions from the Commodore, or on a requisition signed by not less than fifteen (15) adult members in good standing. Notice of such special general meeting will be given in the same manner as notice of the Annual General Meeting, and will state the purpose and location of the meeting. No business will be transacted at a special general meeting other than that specified in the agenda forming part of the notice of the meeting. The chair of a special general meeting will determine the order in which the business and questions are presented to the members.
12. All general meetings will be open only to members in good standing and individuals invited by

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the Executive Committee to attend. All persons listed on “Camp,” “Family,” or other types of group memberships may attend general meetings, but only two designated adult individuals may vote on behalf of such group membership.

13. Any member can propose a motion or make a nomination for any position on the Executive Committee. The motion or nomination will be considered at a general meeting provided it is received and distributed to members by the Secretary at least one week before the date of the general meeting. A member eligible to vote who will be absent from the (annual general) meeting can give his or her vote by proxy to a member who will be in attendance; however, each member in attendance is not allowed to submit more than five (5) proxy votes. The Secretary will have sole and exclusive authority to determine the validity of any proxy votes carried to the meeting by any member, and any such determination will be final and binding and not subject to further appeal.
14. Every motion submitted at a general meeting will be voted on, at the discretion of the chair of the meeting, either by secret ballot or by a show of hands. In case of an equal number of votes, the chair will have a tie-breaking vote. Notwithstanding the preceding, any member may resolve that any vote is to be conducted by secret ballot and, if seconded and thereafter approved by a majority of the members in attendance by a show of hands, this motion will apply to all other motions at that particular meeting, and all votes at that meeting will be determined by secret ballot.
15. Ordinary resolutions may be passed by a simple majority of those members present, or by proxy, except in the case of any matter required by these By-Laws to be passed by special resolution.
16. Any general meeting may be adjourned at the discretion of the chair of the meeting or on a two-thirds (2/3) vote of the members present. Any unfinished business may be transacted at a reconvened meeting at a time and place indicated by the chair to the members present, and no further notice need be given to the membership to reconvene such meeting.

EXECUTIVE COMMITTEE

17. The Executive Committee will consist of: the Commodore, the Vice-Commodore, the Rear Commodore of Sailing, the Rear Commodore of Tennis, the Treasurer, the House and Harbour Master, the Honorary Solicitor, and the Secretary. In addition, there may be an Executive Director appointed by the Executive Committee.
18. The Executive Committee may include, at its discretion, up to a maximum of five other members. With the exception of the Executive Director, whose remuneration will be fixed by the Executive Committee, the members of the Executive Committee will serve without remuneration except for reimbursement of out-of-pocket expenses incurred on behalf of RLWYC.
19. Members of the Executive Committee, including the Commodore, will hold offices for two years

or until their successors are appointed. One half of the members of the Executive Committee will be elected at each Annual General Meeting, and the other half will be elected at the next Annual General Meeting. Members of the Executive Committee will be eligible for re-election.

20. Members of the Executive Committee, their heirs, executors, and assigns, respectively, will at all times be indemnified and saved harmless out of the assets of RLWYC from and against all costs, charges, and expenses which such member of the Executive Committee or other person sustains or incurs in or about any action, suit, or proceeding, which is brought, commenced, or prosecuted against him or her, or in respect of any act, deed, matter or thing whatsoever, made, done, or permitted by him or her, in or about the execution of the duties of his or her office or in respect of any such liability, except such costs, charges, or expenses as are occasioned by his or her own deliberate and willful neglect or default. Powers and Duties of the Executive Committee

Subject to the provisions hereof, the administration, management, and control of the affairs, property, business, and funds of RLWYC will be vested in the Executive Committee, who will have full power with respect thereto.

From time to time the Executive Committee may borrow funds to finance the working capital requirements of the Club up to an aggregate amount not exceeding the previous year's total amount of membership dues received. Any further borrowings must be approved by the membership at a duly constituted Special General Meeting.

The Executive Committee may not sell or encumber, in whole or in part, any real property of the Club without approval by the membership at a duly constituted Special General Meeting.

It will be the duty of the Commodore to preside at all member meetings and meetings of the Executive Committee, except as set out in paragraphs 9 and 25; and to generally supervise and manage the affairs of RLWYC.

It will be the duty of the Vice-Commodore to officiate at meetings in the absence of the Commodore; to assist the Commodore in the discharge of his or her duties; and to sit as chair of the Membership Committee.

It will be the duty of the Rear Commodore of Sailing to oversee sailing programs; to prepare a schedule for the season's races; to organize and manage all sailing races; to superintend all regattas and races held at RLWYC; to enforce the observance of all sailing regulations; and to promote the best interests of RLWYC in sailing matters generally.

It will be the duty of the Rear Commodore of Tennis to oversee tennis programs; and to promote the best interests of RLWYC in tennis matters generally.

It will be the duty of the Secretary to give notice of all meetings; to record and distribute accurate minutes of all such meetings; and to perform such other duties as may from time to time be directed by the Commodore or the Executive Committee.

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It will be the duty of the Treasurer to:

- a. collect all dues and monies owed to RLWYC and account for the same to its members;
- b. maintain a bank account with a chartered bank in Winnipeg and/or Kenora for the safekeeping of RLWYC funds;
- c. disburse monies as instructed by the Executive Committee, by cheque countersigned by the Commodore, or in his or her absence by another signing officer;
- d. ensure that all necessary accounting records required herein, or by any applicable statute or law, are regularly and properly kept in accordance with generally accepted accounting principles;
- e. provide details or statements of RLWYC accounting records as are requested by the Commodore or the Executive Committee within three days of such request;
- f. ensure that proper annual financial statements are prepared and presented at the Annual General Meeting.

It will be the duty of the Honorary Solicitor to advise and assist the Executive Committee on legal matters.

It will be the duty of the House and Harbour Master to oversee the management of the premises; develop house rules, policies and procedures for the operation, use and maintenance of RLWYC premises; and to supervise the property of RLWYC.

It will be the duty of the Executive Director to oversee the day-to-day operation of RLWYC; to supervise staff employed by RLWYC; to control the books and records of RLWYC; and to perform such general duties as assigned by the Commodore. The Executive Director is answerable only to the Commodore and the Executive Committee.

The Executive Committee will fill any vacancies arising in the offices of RLWYC.

The Executive Committee will appoint such working committees as it deems necessary for the management and operation of RLWYC. Should any member of any working committee be absent from three consecutive meetings of that committee, he or she may be liable to removal from such committee by order of the Executive Committee, unless such absence can be satisfactorily explained.

The Executive Committee may appoint such agents and engage such employees as it may deem necessary or desirable, and such agents and employees will have such authority and will perform such duties as may be prescribed from time to time by the Executive Committee.

The Executive Committee will appoint a chartered accountant, who may be an RLWYC member but not a member of the Executive Committee, to review and comment on the completeness of the financial statements before the Annual General Meeting.

The Executive Committee will meet as often as it considers that the interests of RLWYC require. It will keep minutes of meetings and all proceedings. Four members of the Executive Committee, one

of which will be either the Commodore or the Vice-Commodore, form a quorum. Resolutions of the Executive Committee are passed by a simple majority of those present at an Executive Committee meeting. The Executive Committee from time to time may at its discretion invite other members or individuals who are not members to attend such meetings.

The Executive Committee will be responsible to RLWYC for its actions and proceedings, and will make an annual report of same, which will be presented at the Annual General Meeting.

Any member of the Executive Committee and any member of another subcommittee may be liable to removal from office by a vote of two-thirds (2/3) of the members present at any duly constituted general meeting.

In cases of death, retirement, resignation, or removal from office of a member of the Executive Committee, all books, papers, vouchers, money, and other property belonging to RLWYC in that member's possession or control at such time will be delivered to the Executive Committee at the earliest opportunity.

AMENDMENT OF BY-LAWS

These By-Laws may be repealed or amended, or a new by-law enacted, at any general meeting by an affirmative vote of at least two-thirds (2/3) of the members in attendance, provided that written notice of the meeting, stating such proposed amendment, was delivered at least one week in advance of the meeting, including by electronic means or by postal service

HOUSE RULES

The following House Rules have been considered by the members and adopted by the Executive Committee of RLWYC to govern the conduct of all Members and their guests while on Club property. The cooperation of the Membership in the observance of these House Rules is requested.

These House Rules supersede all previous rules and take precedence over any rule provided by a prior committee.

These House Rules shall remain in force until modified, amended, or changed by the Executive Committee. Additional rules may be issued by the various committees pertaining to their various programs and activities. Any additional rules and regulations prepared by any committee must be approved by the Executive Committee.

The Executive Committee shall have the power and authority to interpret these rules, and their decision on all questions shall be final, binding, and conclusive.

The Club Manager and any Member of the Executive Committee shall have the authority and responsibility to respectfully enforce these House Rules in the area of their responsibility.

1. GENERAL REGULATIONS

Members are expected at all times to observe the ordinary rules of etiquette and speech while on Club premises. Unnecessary noise, objectionable language, rowdy behavior, and incivility to other Members, their families and/or guests, or to Club personnel is strictly forbidden. Any infraction shall render the offender liable to immediate suspension and disciplinary action by the Executive Committee.

Members, their families, and guests use the facilities at their own risk. RLWYC and/or its assignees are not responsible for any injuries that occur to Members, their families, guests, or any other person while they are at or in the vicinity of Yacht Club Island.

Club property shall not be removed from the Club except by permission of the Club Manager or a member of the Executive Committee. Any Member or visitor who willfully damages, defaces, destroys, or removes property or equipment belonging to the Club shall be responsible for the replacement cost, or shall pay compensation as determined by the Executive Committee.

Anyone who vandalizes or steals property belonging to the Club or a Member will be held responsible for their actions and will face disciplinary action.

The Club is not responsible for the loss of personal property of any Members, their families or guests.

After Labour Day in September, all "lost and found" items will be disposed of as the Club Manager sees fit.

2. CLUBHOUSE AND GROUNDS

Except as herein otherwise provided, the Clubhouse shall be for use by Members only.

The Executive Committee may extend the privileges of the Clubhouse and premises to visitors for events such as race days, dances, and other occasions, and for such periods as the Executive Committee may determine.

No Member shall enter the kitchen, pantries, or any of the employees' private living areas in the Clubhouse unless the Member is:

- a) a member of the Executive Committee, or
- b) authorized by the Executive Committee or the Club Manager.

Members are asked to remove personal items from the showers after use.

The locker areas shall not be used for permanent storage of gear and clothing.

Members whose clothing is wet shall enter the Clubhouse through the washroom entrances and change in the locker areas. Wet clothing is not allowed in other areas of the Clubhouse.

Members and guests are requested to place their litter into garbage receptacles.

Pets are not allowed inside the Clubhouse. Pets on leashes are permitted on the grounds, but owners must ensure that droppings are properly disposed of (in a sealed bag and placed in covered garbage receptacles).

3. CLUB HOURS

The Clubhouse is in operation from July 1st until Labour Day in September. Normal hours of operation are from 8:30 a.m. to 9:00 p.m. daily. Hours of operation are subject to change, and will vary when Special Events are held. The Clubhouse may be closed on such other occasions as decided by the Executive Committee. The opening and closing hours of the Clubhouse will be determined by the Club Manager with approval by the Executive Committee.

All persons, whether Club Members, Special Event Hosts, or their guests, shall vacate the Club premises no later than 1:30 am on the day following any Special Event.

4. CANTEN HOURS

Food service is available in the canteen from 10:00 a.m. to 5:00 p.m. Mondays to Fridays, and from 11:00 a.m. to 2:00 p.m. on Saturdays and Sundays; however, the canteen may be open at other hours due to events or programs listed in the Calendar of Events.

After August 20, the hours of canteen operation may change, as determined by the Club Manager

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and with approval of the Executive Director.

5. CHILDREN'S PLAY STRUCTURE

Children play at their own risk. RLWYC and/or its assignees are not responsible for injuries that occur at or around the play structure, or during use of the play structure.

Children over the age of twelve (12) are not permitted on the play structure.

Children aged six (6) and under must be supervised when using the play structure.

There will be no throwing or removal of rubber foam chips.

Parents are responsible for any damage incurred by their children to the equipment.

6. TENNIS COURTS

No food or beverages (other than water) on the tennis courts.

No pulling or leaning on the tennis nets.

No climbing on the court fences.

Excessive noise can be very disturbing to some players. Please respect this when walking to upper courts.

No littering on the courts.

Smoking on the tennis courts is prohibited.

RLWYC will not be responsible for any injuries incurred during use of the tennis courts.

7. TENNIS COURT BOOKINGS

Singles games may be booked for a one-hour period. Doubles games may be booked for a one-and-a-half-hour period.

No bookings may be made more than four (4) days in advance, except for pre-reserved lesson times. For example, Saturday bookings may not be made prior to Wednesday.

As a courtesy to other members, if you will not be using a court booking, please call the Club to cancel your booking.

A court may be re-booked by another Member if the players who first booked the court are more than fifteen (15) minutes late.

8. DOCKS & BOATS

Boat owners and/or boat operators assume responsibility for the safe and proper docking of their watercraft at the Club's docks. RLWYC is not liable for any damage incurred to watercraft docked at the Club.

Boat owners and/or boat operators should understand that they are ultimately responsible for ensuring that their boat is safe from damage and will not put other boats at risk for damage, whether they have docked it themselves or if a boat boy employed by RLWYC has assisted them with docking.

No docking is allowed at the sailing docks or at areas designated for Club boats, which include the pontoon boat, safety boats, and instructors' boats.

Members who are not paid employees of RLWYC are not allowed to use the Club's motorized boats. The pontoon boat may be rented under a separate contract.

Members are not allowed to leave watercraft in the designated pick up and drop off area.

Members are not allowed to leave watercraft overnight on the Clubhouse end of the island unless permission is obtained from a Harbour Master, Race Chairman, or Club Manager. Permission from one of the following: the Commodore, Rear Commodore(s) of Sailing, Club Manager, Race Chairman or Harbour Master, is required for storing watercraft at the Sailing Landing on the West end of Yacht Club island. To avoid the boat graveyard syndrome members who store boats on the West End of the Island will be required to sail in at least one Club regatta per year. If the boat is not used for one season, the member can pay a storage fee to the Club. The fee is to be set by the Executive from year to year. If the boat is not used for more than one season, at the discretion of the Executive, the boat will be ordered to be removed from the island at the member's expense. If it is not removed by the date ordered by the Executive then the Executive can have the boat removed at the member's expense.

Members storing boats in the West End Landing area are responsible for ensuring that no debris is left at the west end landing or along the shoreline of the West End landing per a separate storage agreement. If this area is not maintained then a member whose boat is stored there may lose storage privileges per the storage agreement. Any debris or miscellaneous equipment left in the area should be reported to the House & Harbour Masters.

Members are asked to respect a "no wake" policy near the Club's docks.

Any Member who drives dangerously or who compromises the safety of other Club Members is subject to suspension. The length of the suspension will be determined by the Executive Committee, and will be commensurate with the degree of recklessness and disregard for safety.

No littering is allowed on the docks or in the lake.

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9. TELEPHONE USE

Telephone calls made by Members shall not exceed five minutes in duration.

Members will not make long distance telephone calls without the permission of the Manager or Assistant Manager. Records of long distance calls by Members will be kept, and any expenses incurred will be charged to the Member's account.

10. SMOKING POLICY

Smoking is not permitted inside the Clubhouse. The designated smoking area is the tennis patio at the east side of the Clubhouse. Smokers are responsible for ensuring their smoking material is completely extinguished.

11. LIQUOR POLICY

Members are expected at all times to comport themselves with due regard to the common good of the Club and to the rights and feelings of other Members, their families and guests, and Club personnel. Needless to say, this applies as much to the consumption of alcohol as to all other patterns of conduct.

Each Member is responsible for their own, their family's or their guests' conduct regarding the consumption of alcohol. In particular, the Club does not assume responsibility with respect to the consumption of alcoholic beverages on the Club premises and the operation of watercraft following such consumption.

Club employees who serve alcoholic beverages have been instructed to refuse service to any person who in their opinion has consumed alcohol to a point of creating a potential inconvenience or danger to other Members and guests. The unrestricted judgment of the Club's staff must govern, and any refusal of service of alcoholic beverages must be respected and complied with without adverse comment or any other breach of the normal decorum expected of the Club's Membership. Any Member who feels that s/he or a guest has been offended by a refusal of service of alcohol by an employee of the Club is invited to place that grievance before the Executive Committee, in writing.

Members or sponsored Members who have rented the Clubhouse for a private function or Special Event shall have the option of a full service bar provided by RLWYC, or may have corkage bar service. Special Event Hosts who wish to have corkage bar service are responsible for delivery of all alcoholic beverages, mix and juices to the Clubhouse.

All alcoholic beverages, without exception, are to be served by bartenders employed by RLWYC.

No alcoholic beverages, except as permitted by law, shall be kept at or consumed on the Club premises by any Member or visitor.

12. ILLEGAL SUBSTANCES

No illegal substances are permitted on Club property.

13. YACHT CLUB DANCE

Members and Guests

Only members and their guests may attend the Yacht Club Dance, in accordance with the following:

Any Member may bring one or more guests to the Yacht Club Dance, but must remain on the premises at all times with their guest(s). The host-Member is responsible for the conduct and actions of their guests, and is to ensure their guests adhere to all applicable House Rules. Guests are expected to conduct themselves at all times with due regard for the rights and convenience of Members and other guests.

Guests use the facilities at their own risk (see #1, General Regulations).

Admission

The price of admission for guests will be paid for by the Host-Member, preferably on the Host-Member's Club account. Alternatively, the Host-Member shall contact the Club Manager or Executive Director and arrange for their guest(s) to pay by credit card, cheque, or cash at least two (2) days prior to the Yacht Club Dance.

Members/Guests under Age 19 (Minors)

Anyone under the age of 19 (considered a Minor under the Laws of Ontario) who attends the Yacht Club Dance must be accompanied by his or her parent or legal guardian, provided the parent or legal guardian is an adult Member; or an adult Member who has been sanctioned by the Minor's parent or legal guardian, the Club Manager and/or the Executive Director, and the Commodore.

The Parent/Sanctioned Member must remain on the premises at all times with the Minor, and is responsible for the conduct and actions of the Minor, and is to ensure that the Minor adheres to all applicable House Rules. The parent/Sanctioned Member is accountable for any claims, including liability, damage, or debt incurred by the Minor.

A Minor must leave the Yacht Club Dance at the time the parent/Sanctioned Member leaves.

Minors are forbidden from consuming alcoholic beverages on the Club's premises or anywhere on Yacht Club Island. Any Minor who consumes alcohol at the Yacht Club Dance or who in the opinion of the Club Manager or his/her designate is intoxicated by alcohol or an illegal substance is to immediately leave Yacht Club Island, and may be subject to disciplinary action by the Executive Committee. It will be the responsibility of the parent/Sanctioned Member to escort the Minor from Yacht Club Island.

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Minors will be identified by wristbands that are distinctly different from those provided to adults at the Yacht Club Dance.

Anyone who knowingly provides alcohol to a Minor will be asked to leave Yacht Club Island immediately. If the person who provides alcohol to the Minor is a Member, he or she will be subject to disciplinary action by the Executive Committee.

14. JUNIOR MEMBERS

A Junior Member is a Member under the age of 19 years.

Junior Members are expected to follow all House Rules. The Executive Committee has given authority to the Club Manager to discipline Junior Members who do not comply with the rules, including immediate suspension from using the Club. Any suspension must be reported to the parents of the Junior Member concerned and to the Executive Committee. The Club Manager or any Member of the Executive Committee may suspend Junior Members up to a maximum of 72 hours. If the conduct of the Junior Member warrants a suspension of longer than 72 hours, a meeting of the Commodore (or the Commodore's designate), one other Member of the Executive Committee, the Club Manager, the Junior Member, and his or her parent(s) will be held at the earliest opportunity to determine the length of the suspension.

Children under the age of eight (8) are not permitted at the Club unless a parent or supervisor is present, except during times the child is taking part in sailing or tennis camps, the day care program, or a posted Club event for children that is supervised by Club staff.

All backpacks, clothing, and personal items brought into the Clubhouse by Junior Members are to be placed in the locker areas. No personal items shall be left in other areas of the Clubhouse, including the Richardson Sailing Centre.

Junior Members with wet clothes shall enter the Clubhouse through the outside washroom entrances and dry off or change before entering other areas of the Clubhouse. Wet clothes, towels and other personal items may not be left in other areas of the Clubhouse.

Unless otherwise communicated in writing by a parent to the Club Manager, Junior Members may have charging privileges in the Club.

Junior Members, when consuming food and beverages inside the Clubhouse, shall do so in areas designated by the Club Manager.

Junior Members are forbidden from consuming alcoholic beverages on the Club's premises. Any Junior Member who consumes alcohol on the Club's premises will be escorted from Yacht Club Island by a sober adult and may be subject to disciplinary action by the Executive Committee. Any Junior Member who consumes alcohol during a Teen Dance will be immediately expelled from the dance and will be escorted from Yacht Club Island by a sober adult.

15. GUESTS

The philosophy of Royal Lake of the Woods Yacht Club is that any person utilizing the Club's facilities should be a member in good standing.

Non-members

Anyone who is not a member of RLWYC and is not sponsored by a member may not use the Club's facilities unless they have been introduced by way of a letter or email by a reciprocal club recognized by RLWYC.

Guests

Any member may bring one or more guests on the Club premises but must remain on the premises at all times with their guests, unless the guests are children enrolled in an RLWYC program or event that is supervised by Club staff. The host-member is responsible for the conduct and actions of their guests, and is to ensure their guests adhere to all applicable House Rules. The host-member is accountable for any damage, debt, or liability incurred by their guests.

No member shall bring in as a guest any person who is suspended or who has been expelled from the Club, or is a member or a former member not in good standing.

The Club facilities shall also be available to non-members for specific occasions, provided the non-member is sponsored by an RLWYC member in good standing. The host-member shall be responsible for any indebtedness incurred by the non-member.

Guests are expected to conduct themselves at all times with due regard for the rights and convenience of members and other guests. Guest privileges may be suspended or terminated at the discretion of the Club Manager or a member of the Executive Committee.

Local property owners that have enjoyed the Club as guests will be encouraged to join.

Guests use the facilities at their own risk. (See House Rules: #1. General Regulations)

Press Or Media

Press or Media personnel, while acting in their professional capacity, may not attend Club functions or events unless by express invitation and/or permission from the Executive Committee. RLWYC Members are prohibited from inviting, to Club functions or events, press or media personnel who are acting in their professional capacity, unless approval is obtained from the Executive Committee.

Social Events

Non-members may attend social events provided they are guests of a member and the member is also present.

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JUNIOR PROGRAMS

I. Sailing & Tennis Programs

Non-Members:

A non-member junior (under 19 years) is welcome to participate in one week of a tennis and/or sailing program. The registration cost for the program will be at the member price and may include a surcharge.

To participate in additional weekly camps, the non-member junior must take out an individual junior membership and pay one-third of the current joining fee. Any surcharge incurred in the first week will be deducted from their junior membership fee. The registration cost for subsequent programs will be at the member price.

Any sibling of a non-member junior who has taken out a junior membership and paid the one-third joining fee, who wishes to take part in a junior program, must take out their own individual junior membership. There will be no additional joining fee charged to the family in that year.

Parents or guardians of junior members must have their own membership if they wish to participate in Club activities.

Guests of members:

Guests of members may enroll their children in sailing and tennis programs provided the sponsoring member has a fully paid Camp membership. Guests sponsored under a Camp membership pay the same program fees as members. Registration in any programs, or a combination of programs, may not exceed two weeks per child.

II. Children's Program

Non-Members:

Non-members cannot register their children in the Children's Program.

Guests of Members:

Guests of members may enroll their children in the children's program provided the sponsoring member has a fully paid Camp membership and:

- a) one of the child's parents remains on site for the duration of the program, or
- b) a child of the sponsoring member is attending the program at the same time as their guest's child.

Registration in any programs, or a combination of programs, may not exceed two weeks per child.

16. PRIVATE FUNCTIONS

Private functions may be held in the Clubhouse upon application to and approval by the Executive Committee. A charge will be made for use of the facilities. All private functions must be sponsored by a Member. The Member sponsoring the function will be responsible for the conduct of the persons in attendance at the function and assumes joint responsibility for payment of any fees and costs arising from the function.

17. RAFFLES, LOTTERIES AND GAMBLING

Unauthorized raffles and lotteries are forbidden. Gambling is not permitted in the Clubhouse except on such occasions as the Executive Committee may approve.

18. MEMBERSHIP INFORMATION

No information or particulars regarding Members shall be given out for any purpose unless authorized by the Executive Committee.

No list of Members' names, postal addresses or email addresses, except the Club roster, shall be given out for any purpose unless authorized by the Executive Committee. The roster and the roster information is for Member use only and is not to be distributed to non-members.

All Club business shall be done on authority of the Commodore, the Executive Committee, the Club Manager, or any person authorized by the Executive Committee to represent the Club. No Member shall purport to represent the Club on any business matter, and may not issue statements to the press on Club matters, unless so authorized.

- Pamphlets, advertisements, or notices shall not be put on the Club bulletin board, laid on tables or put anywhere else in the Club, or distributed by email, without the prior approval of the Club Manager.

No articles or services, except those sold by the Club, shall be advertised or offered for sale on Club property except as authorized by the Club Manager or the Executive Committee.

19. MEMBERS' ACCOUNTS

Each Member shall be responsible for all accounts incurred in the use of the Club by family Members or guests, including program fees, food and beverage service, attendance at Special Events, and purchase of promotional items. Interest at the rate of 2% per month is charged on all overdue accounts.

The Club will not cash any personal or other cheques.

The Membership Chair shall post on the Club notice board the name of Members who have not maintained their Member accounts in good standing.

Any Member who has not paid his or her annual membership dues and/or entrance fees and/or

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account charges by December 31st in any year will cease to be a member, and his or her name will be struck from the membership roll.

Members will be charged the full fee for all programs they register for, unless 72 hours' cancellation notice is received prior to the first day of class. Members will receive full reimbursement of the registration fee if the program is cancelled by the Chair of that event or program.

20. COMPLAINTS

A Member shall not directly find fault with nor reprimand any employee or staff member of the Club, but shall report any and all complaints to the Club Manager or a member of the Executive Committee who shall record the complaint in writing, and present it to the Executive Committee at their next meeting.

Notwithstanding the above, Members and their guests who are unhappy with any aspect of the service in the Club are asked to bring this to the attention of the Executive Director immediately, in order that the situation may be rectified and an alternative provided as quickly as possible.

Complaints about food or service in the canteen should be made immediately to the Club Manager or Executive Director.

21. DISCIPLINE

The Club Manager or any member of the Executive Committee may govern conduct in the Clubhouse if the occasion arises, and, in case of dispute, shall refer the matter to the Executive Committee for a ruling.

Any Member of the Club who has evidence that another Member of the Club has acted in a manner subject to disciplinary action has the right to file with the Executive Committee a written allegation against that Member setting out:

- a) the time, place, type, and nature of the conduct subject to disciplinary action;
- b) all the evidence in respect thereof; and
- c) why such conduct is detrimental to the Club.

The Member against whom an allegation is filed shall be notified in writing by a member of the Executive Committee of the details of the allegation.

Executive Committee members who are privy to this written allegation shall keep the details of it in strictest confidence and shall discuss the issue only amongst themselves following the Disciplinary Hearing in order to arrive at a decision in respect of the allegation.

A. DISCIPLINARY HEARING

Upon receiving a written disciplinary allegation, the Executive Committee, or a quorum thereof, shall meet at its earliest convenience to hold a Disciplinary Hearing. All parties involved in the allegation, including the Member against whom allegations have been made and the Member making the allegation, shall be in attendance, and the Member against whom allegations have been made shall have the opportunity to answer the allegation and submit any evidence in defense of his or her actions.

Upon hearing all the evidence and considering the submissions given, the Executive Committee will make its decision and recommendations regarding what action should be taken.

If a Member is to be disciplined, written notice of that decision by the Executive Committee and a brief summary of its reasons for such decision shall be given to the Member within five (5) days of the decision being made.

The decision of the Executive Committee shall be final and binding on all persons concerned.

B. DISCIPLINARY ACTION

Upon the Executive Committee deciding that a Member has committed actions which are subject to disciplinary action, then the Executive Committee has the authority to:

- a) expel the Member from the Club, or
- b) suspend the Member from any privileges of the Club for such period of time as the Executive Committee deems appropriate, or
- c) reprimand the Member in an appropriate manner.

Any expelled, suspended, or reprimanded Member shall not be relieved of their liability to pay any debts s/he has accrued to the Club.

C. SUSPENSION

When a Member is suspended for an infraction of the House Rules by the Executive Committee, or a Junior Member is suspended by the Club Manager or a member of the Executive Committee, it shall be understood that suspension shall mean exclusion of that Member from the premises of the Club for the duration of the suspension, and exclusion from participation in any activity organized by or sponsored by RLWYC, whether that activity occurs outside the Club or within the Club confines.

Program Chairs and/or coaches and instructors who allow suspended Members to participate in Club-sponsored activities will themselves be considered in violation of House Rules.

Amended March 1, 2007.

Approved by the RLWYC Executive Committee on March 12, 2007.

Amended again on June 1, 2008 and approved by the Executive Committee on June 17, 2008.