

BY-LAWS TO THE CONSTITUTION PULTNEYVILLE MARINERS, INC

By-Laws to the Constitution of the Pultneyville Mariners, Inc., as approved April 1969

Revised August 18, 1978, to include approved changes.

Revised March 1979, to include approved changes.

Revised November, 1981, to include approved changes.

Revised November, 1983, to include approved changes.

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Revised January, 2005, to include approved changes. (Sec. A, 2a, Sec B, 1.d.3, 3d, Sec K)

Revised April, 2016, to include approved changes (Sec. K)

Revised November 2018, to include approved additions (Sec. A.2.f and Sec L)

Revised February 2021, to include approved additions and changes including renumbering as applicable (Sec. A-N)

A. CLUB MEMBERSHIP

1. Qualifications for members:

- a. Be eighteen (18) years of age or older.
- b. Be genuinely interested in the Club purposes and programs.
- c. Serve as Club Duty Officer for one weekend day between Memorial Day and Labor Day (see Section I)
- d. Agree to work with others on two additional functions each season to maintain the Club in shipshape condition functionally, configurationally, esthetically, or socially.

Each membership (a member family or an individual member) must select two functions from the list below. The member is then required to fulfill his/her selected functions per agreement with the appropriate committee chairperson as to date and time. Any extenuating circumstances will be reviewed by the PMI Board.

The functions are:

- i. Spring Cleanup and/or Fall Cleanup
- ii. Active participant in planning and carrying out a Club Social Event
- iii. Sail Patrol participant for those members who have been properly trained and certified to operate the rescue boat (See Section I)
- iv. Membership and active participant on the Maintenance and Repair Committee, if activity is scheduled (carpentry, painting, etc.)
- v. Membership and active participant on a standing committee or standing position. (see Section F).

If a member fails to fulfill any of his/her functions (Duty Officer plus the two member-selected functions), he/she will be billed the non-support fee (also referred to as the "non-participation fee") for each unfilled obligation. This money will be payable to the Pultneyville Mariners, Inc. and sent to the Treasurer by November 15 of the membership year. This non-support fee shall be established by the

Board of Governors in the annual budget. Members not paying the non-support fee will not be issued membership renewals for the following year.

Each member will also have the option to select “non-support” on the annual club membership application form issued for membership renewal. The non-support alternative must be included in the member’s payment of Club dues at the beginning of the season.

Serving as an officer or standing committee chairperson (see Section F) fulfills the member’s support functions for the year.

e. Have active interest in sailing, lake-related outdoor recreation and social activities as demonstrated by:

- i. Submitting a properly completed application including a signed acknowledgement he/she has received, read and understands the role and responsibilities of membership and agrees to abide by all policies of the Club.
- ii. Submission of all required fees, including applicable boat dock and/or storage fees.
- iii. Physical possession of a sailboat or other club-approved watercraft (canoe, kayak, SUP) intended for use on Club premises or have a sailboat agreement with another PMI member for shared use of that member’s boat and interest in Club social activities, beach access or lake-related outdoor recreation. (See Social Membership information below for exception to boat ownership requirement – Section A.2.d.)

f. Be of good character.

g. Agree to abide by the Club Constitution, its By-Laws and such standing rules as established by the Board of Governors.

h. Abide by the decisions of the Club officers when acting in their authorized capacity.

i. A member must submit a complete member application and pay all relevant fees. New members are expected to educate themselves on all Club policies and procedures which may be conducted via a new member orientation and/or written materials and acknowledged with his/her signature that s/he fully understands the role and responsibilities of membership and the functioning of PMI. [The Membership Chairman will highlight new members in his/her regular membership reports to the Board of Governors.]

2. Types of Memberships:

a. Regular (Boating) Memberships:

Single. One adult without dependent children.

Club/Family. One adult with dependent children or two adults who are, each other’s spouse or significant other, and any dependent children.

The definition of a dependent is any child living in the member’s household who is no more than 25 years of age.

Senior. Two current active adult members who are each other’s spouse or significant other, in good standing, one of whom is 62 years of age or older as of January 1 of the current calendar year.

Regular (Boating) members will own a sailboat or other club-approved watercraft that is registered with the Club and stored on-site with payment of relevant fees.

Regular (Boating) members are eligible to vote on all matters at any Business Meeting of the Membership with one vote per single adult member and one vote per adult for each family or senior membership (maximum of two votes).

Extenuating circumstances are subject to review by the Board of Governors.

- b. Honorary (Emeritus) Membership: The Board of Governors may grant honorary membership to a few individuals of prior distinctive service to the Club who are unable to maintain an active membership at the present time. Honorary members will not have voting rights.
- c. Inactive Membership: Available according to the rules established by the Board of Governors. (Refer to Section H). Inactive members will not have voting rights.
- d. Social (Non-Boating) Membership: Limited amounts of Single, Senior and Club/Family Social memberships may be offered annually as authorized by the Board of Governors. The number of such memberships will not exceed thirty (30) percent of the current total club membership level (the number of individual, senior and family memberships both Regular and Social but not including reciprocal, inactive, and honorary memberships or fishing memberships.)

In the event the maximum number of Social (Non-Boating) memberships is reached, a Wait List will be maintained by the Membership Chairman with priority for filling any open Social membership based on the date the potential new member has inquired about Social membership and asked to be placed on the Wait List.

Social membership cost will not exceed the PMI basic dues rate plus applicable fees.

Social members will be required to perform three support duties (Club Duty Officer and two member-selected support functions) or pay the standard fee for non-performance of duties. Social members will be actively encouraged to join in conduct of all social events or project endeavors. Boat ownership is not required. Social members must pay the appropriate fees for all guests and may apply for party permits.

A Social (Non-Boating) member may apply to convert to Regular (Boating) membership at any time by registering a boat with the Club and paying the applicable dock/storage fees at current year rates for dues and fees and by performing all other applicable responsibilities. Any current year Social (Non-Boating) membership fees previously paid will be credited accordingly.

An existing Regular (Boating) member who has been a Regular member for at least five (5) years may transition to Social (Non-Boating) status without regard to the Wait List for Social membership at the time of annual membership renewal. An exception to the duration of time for Regular membership to qualify for a waiver from the Wait List may be granted by the Board under extenuating circumstances.

Any boat(s) or gear stored on the premises by the Regular member changing to Social member status must be removed by the end of the boating season in which the Regular member becomes a Social member.

Social (Non-Boating) members are eligible to vote on all matters at any Business Meeting of the Membership with one vote per single adult member and one vote per adult for each family or senior social membership (maximum of two votes).

e. PYC Reciprocal Membership:

“Full-voting” Pultneyville Yacht Club (PYC) members and their immediate family will be eligible to access PMI property and participate in PMI activities and projects as Reciprocal members with the submission of a completed application and payment of Reciprocal membership dues plus any applicable dock and/or storage fees if space is available. Note: Regular PMI members will have priority for boat and gear storage over Reciprocal members.

PYC Reciprocal members are not required to fulfill the support functions required of PMI members but are strongly encouraged to do so and may also participate in any other Club projects and events.

Reciprocal members will not have voting rights and are not permitted to camp, have guests or apply for a party permit.

f. Off-Season Fishing Membership:

Limited numbers of fishing membership are offered annually to persons who are not members of the PMI Sailing Club. The number of memberships will be capped at a number agreed to by the Fishing Member Representative in consultation with the fishing members and PMI Board of Governors with membership fees set annually by the Board. Fishing members will be allowed on the PMI property and will have limited access to PMI facilities for the off-season time period established by the Board each year and loosely defined as the last week of September through the middle of May. Fishing Members will not have direct voting rights but will have representation on the PMI Board through an elected Fishing Member Representative. Fishing Members will be welcome to participate at all PMI events and activities or projects but are not expected to fulfill the membership participation functions required of full Sailing Club members. Fishing Members will be required to follow all rules and policies established for off-season use of the property and will be expected to follow all applicable NYS fishing regulations.

3. Membership Cap

In the interest of providing a safe and enjoyable experience for all members and protect the unique character that is the PMI property, the annual membership total (individual, senior and family memberships both Regular and Social but not including reciprocal, inactive and honorary memberships or fishing memberships) will be limited to a number set by the Board of Governors before the start of each membership year based on environmental, financial, public health or other reasons impacting the Club.

In the event the maximum number of total memberships is reached, a Wait List will be maintained by the Membership Chairman with priority for filling any open memberships based on the date the potential new member has inquired about membership and asked to be placed on the Wait List.

B. CLUB ANNUAL DUES AND FEES

1. Annual Dues

- a. All annual fees shall be set by the Board of Governors and presented for membership approval at the same time as the budget.
- b. Members whose dues are received by March 1st will receive a 10 percent membership dues rebate/discount. No discount is given for early payment of dock, dry sail or storage fees.
- c. Memberships not renewed by April 1st are subject to a potential late fee set by the Board at the same time as the budget. Membership renewals not received by May 1st are subject to cancellation of the membership. Any extenuating circumstances are subject to review and decision by the Board of Governors.
- d. First time new members joining late in the season will be assessed according to the following modified fee schedule:

Date of Membership Application	Fee Schedule
March 1 – July 14	Full published membership and applicable dockage and storage fees.
July 15 – September 15	1/3 off the published membership and applicable dockage and storage fees.

September 16 – End of season

2/3 off the published membership and applicable dockage and storage fees.

2. Membership Year:

The duration of the Club membership is March 1st through February of the following year.

3. Guest Policies and Fees:

A guest is any person to whom a membership card has not been issued by PMI except dependent children under 25 years of age residing with a member.

The following policies apply to all members and their guests when they are on PMI property:

- a. Guests must not be on the premises at any time without an adult member. A non-member may not bring a member's dependent children onto the property without the adult member also being present.
- b. Guests are the full responsibility of the member of record.
 - i. Guests need to be of good character.
 - ii. Guests must abide by the Club Constitution, its By-Laws and such standing rules as established by the Board of Governors. Any guest failing to abide by these rules will be asked to leave the property.
- c. Guests may not bring their pets to PMI.
- d. Guests may not launch boats from the Club boat ramp. Guests visiting by boat will be limited to four (4) hours at the PMI dock if space is available. The guest boat docked at PMI shall be of the type and size normally accommodated by the Club (i.e., a sailboat of appropriate size only).
- e. Camping privileges will be extended to guests only when the guest is camping with a member in the member's campsite.
- f. Guests are limited to five (5) visits per season after which the guest should apply for his/her own membership.
- g. Members failing to oversee their guests' behavior may lose their guest privileges at the discretion of the Board.

The following policies apply to any member having more than 6 guests at one time:

- a. Guest fees are applicable weekdays, weekends and holidays between and including Memorial Day and Labor Day and apply to any member having more than 6 guests at one time. Fees will be set by the Board of Governors and presented to the Membership for approval at the same time as the budget.
- b. The Commodore has the power to waive Guest Fees under special circumstances such as charitable events, school groups or regattas.
- c. Any member having more than 6 guests at one time must apply for a Party Permit at least 1 week in advance of the date when the guests will be present at PMI, pay the appropriate fees for their guests and have the Party Permit approved (under normal conditions within 48 hours of applying) based on the guidelines set by the Social/Party Permit Committee for the year (see Section F-3 Social/Party Permit Committee).
- d. The yearly guidelines (See Section F-3) may limit the number of Party Permits or number of guests approved for a given day or timeframe to ensure sufficient space for parking and enjoyment of the Club by all members and guests. A Party Permit will not be approved for the same day as a scheduled Club social event.
- e. All guest fees are payable to PMI by check or money order only.
- f. The Board of Governors may bill guest fees as deemed appropriate.

C. SPECIAL EVENTS/ACCESSORY USE

A request for a special event or accessory use of Club facilities (including but not limited to regattas, educational or historical programs, art exhibits or classes etc.) by groups of 10 or more guests must be submitted, in writing, to the

Board of Governors who will issue a permit outlining conditions for use. Such request will specify purpose, size of group, safety provisions, and parking and must be posted as specified in the permit. Any event or accessory use which includes sailing must provide for Sail Patrol Coverage. The Board of Governors will determine any appropriate Guest fees at the time the permit is issued.

The use of PMI property to conduct an activity for member profit or to support a member's business is prohibited unless specifically approved by a majority of all Board members.

D. TREASURY BY-LAWS

1. The Treasurer can authorize payment of bills only when such bills are accompanied by suitable receipts of proof of obligation.
2. The annual budget (prepared by the Treasurer and the Board of Governors) shall contain three categories of expense:
 - a. Operating Expense
 - b. Grounds Expense
 - c. Capital Expense

Each category may be made up of several individual items. Any individual item may be overspent by 50%, but a basic category may not be overspent without the approval of the Board of Governors.

E. STANDING RULES

1. The Board of Governors, or the members at any business meeting of the membership, may establish operational rules and procedures, which improve Club operations for the benefit of the membership.
2. No advance notice must be given the membership for adoption of standing rules at the Club business meeting but a quorum of ten (10) members is required for approval of any standing rule.
3. No standing rule may be adopted which conflicts with the Constitution or its By-Laws.
4. No family membership is eligible to hold any Club office during the same term, which will result in that family occupying more than one of the following offices: Commodore, Vice-Commodore, Treasurer.

F. STANDING COMMITTEES / POSITIONS

The Commodore may establish various committees or appoint an individual to a special position from year to year to complete special projects which improve the operation or safety of the Club or fill a special need. These committees/positions are disbanded once their mission has been completed.

In contrast, standing committees or positions must be in place every year to support the Club's mission and operations as described below. An additional function of the standing committees and positions is to expose more members to Club responsibilities, encourage member participation and help develop future officers.

The chairman of each standing committee (or social event leader in the case of a scheduled Club social event) is responsible to document member participation on their committee or event through established means to verify that members have fulfilled their Duty Officer obligation and two member-selected support functions such that those members who have not fulfilled their participation obligations can be billed for the non-participation fee.

Standing Committees:

1. A Race Committee shall be established as a standing committee of the Club. The chairman of the Race Committee shall be responsible to the Commodore of the Club. The goal of the Racing Committee is to make racing available to club members of all sailing abilities in a fun and safe way. The Race Committee Chairman provides regular communications with club members through the Club newsletter and regularly contacts potential racers during racing season. The Race Committee organizes race days based on racer interest and weather forecasts. The Race Committee coordinates race day details like finding volunteers to set and collect the marks, and ensuring the Sail Patrol is on duty.

2. A Sail Patrol/Duty Officer Committee shall be established as a standing committee of the Club. The chairman of the Sail Patrol/Duty Officer Committee (aka Sail Patrol/Duty Officer Coordinator) shall be responsible to the Vice-Commodore of the Club.

The primary responsibility for the safety of members and guests lies with the members themselves. Members need to continually assess weather, water temperature, equipment and their ability to be safe on the water in existing conditions. The Sail Patrol provides a club-based resource to aid sailors in trouble, in many cases preventing the need for community emergency services to be called.

The Sail Patrol/Duty Officer Coordinator ensures the sail patrol equipment is in order and PMI has a group of members who can safely operate the Sail Patrol boat and who are comfortable in supporting sailors needing help. Only members who have been properly trained and certified may operate the rescue boat (see Section I). The Sail Patrol/Duty Officer Coordinator provides a way to schedule Sail Patrol resources on busy weekend days, especially race days.

The Sail Patrol/Duty Officer Coordinator will also be responsible for the recruitment and coordination of members signing up for Club Duty Officer days for weekends and holidays starting on Memorial Day and ending on Labor Day. The Sail Patrol/Duty Officer Coordinator will establish a sign up process for 2 Duty Officers (2 member families or separate individual members) per day (as membership numbers permit), maintain a Duty Officer calendar (with the assigned members' names and phone numbers) and make it available in the Duty Officer Binder, ensure that the Duty Officer Binder is up to date and has paper membership forms available, ensure that vacant dates for Duty Officer assignment are filled, and send out a reminder to members in advance of their scheduled date. The Sail Patrol/Duty Officer Coordinator will ensure that new members understand Duty Officer responsibilities and how to complete them (Section H).

3. A Social/Party Permit Committee shall be established as a standing committee of the Club. The chairman of the Social/Party Permit Committee shall be responsible to the Commodore of the Club. The chairman of the Social/Party Permit Committee presents a list of proposed social events to the Board by March 1st for approval, recruits Event Leaders after checking with the previous Event Leaders for repeat events and creates the annual PMI Social Events Calendar. The Social/Party Permit Committee chairman works with the Membership Chairman to create a list of members who selected social event participation on their application and uses this information for recruitment of individual event committee members. The Social/Party Permit Chairman contacts Event Leaders two weeks in advance of their event to check on their progress and provide support as needed. Event Leaders are responsible to organize and conduct the social events with the help of the individual event committee members.

The Social/ Party Permit Committee evaluates and implements tools and processes for collecting and processing party permit applications (including permits for trailer camping as set forth in Section K-3), establishes guidelines in relation to numbers of guests and types of parties that can be directly approved by the Secretary without additional approval of the Board of Directors, and establishes policies and procedures related to collection of party permit payments. The Social/ Party Permit Committee shall meet at least once annually prior to the start

of the membership year to review and revise the Party Permit process for the year as needed and ensure any changes are communicated to the membership.

4. Maintenance/Small Repairs/Grounds Committee shall be established as a standing committee of the Club. The chairman of the Maintenance Committee shall be responsible to the Vice-Commodore of the Club. The Maintenance and Small Repairs Committee is responsible for routine maintenance of buildings and docks. The focus for the committee is primarily fixing problems to keep the club functioning so members can enjoy the facilities and grounds. Work may involve carpentry, plumbing, masonry, electrical and painting repairs. Requests for club improvement projects need to be reviewed and approved by the Board. Work normally proceeds based on availability of committee members but significant repairs may require a scheduled work event organized by the committee chairman and/or Vice-Commodore.

5. Marketing /Social Media Committee shall be established as a standing committee of the Club. The chairman of the Marketing Committee shall be responsible to the Commodore of the Club and will delegate specific tasks among committee members. The Marketing Committee is responsible for the Club's social media including maintenance of the Club website which is the public face of the Club and provides up-to-date information on racing, social events and Club information and applications, Club email accounts, web-site blogs, an archive of the "Mainsheet" – all useful tools for attracting new members.

6. A Nominating Committee shall be established as a standing committee of the Club. The chairman of the Nominating Committee shall be responsible to the Commodore of the Club. Nominating Committee members are not limited to current or former Board members. The primary responsibility of the committee is to bring more members into active participation in the governance of the Club by recruiting candidates to run for one of the positions on the Board of Governors. Some activities to encourage officer recruitment may include inviting prospective candidates to attend Board and Committee meetings, promoting and discussing the roles of the officers with interested members and encouraging member involvement with other committees and club positions as an introduction to the operations of the Club. A list of candidates will be presented to the current Board for their consideration prior to the end of the calendar year for the upcoming membership year.

Standing Positions:

1. The Club Quartermaster shall be established as a standing position of the Club and shall be responsible to the Commodore of the Club. The Quartermaster monitors and purchases food preparation and bathroom supplies on a regular basis and purchases supplies for events as requested. S/he organizes and maintains the supplies in the supply closet and posts contact information and a guide for locating supplies. The Quartermaster responds, when possible, to last minute supply requests and provides the Treasurer with itemized receipts for reimbursement of purchased supplies.

2. The Cornwall Liaison shall be established as a standing position of the Club and shall be responsible to the Commodore of the Club. The Cornwall Liaison relays all necessary communications between the Cornwall Family LLC and the PMI Board of Directors regarding buildings and grounds, maintenance, finances, membership and social activities and is involved with the periodic renewal of PMI's lease with the Cornwall Family LLC. The purpose of the Liaison is to foster ongoing open communication and dialogue so that both parties are mutually satisfied with our landlord/tenant arrangement. The Liaison reports directly to the PMI Board, attends Board meetings as needed and participates in discussions, but is not a voting member of the Board of Directors.

3. Newsletter Coordinator/Editor shall be established as a standing position of the Club and shall be responsible to the Commodore of the Club. "The Mainsheet" (PMI's Newsletter) is the primary source for members to hear about club business, upcoming events and any club-related news of interest. The Newsletter Coordinator compiles and publishes the newsletter monthly throughout the sailing season and as needed in the off-season.

The Newsletter Coordinator maintains an up-to-date email list for distribution based on current membership as provided by the Membership Chairman. Each "Mainsheet" contains the roster of Officers and Committee heads for reference. Typical contributors to the newsletter include the Commodore, Board members, committee chairmen and social event leaders, and members with a "story to share." Photos of events capture the spirit of the PMI family. The Mainsheet is archived on the SAILPMC website.

G. INACTIVE MEMBERSHIP

The following rules govern requests for inactive membership status:

1. A written request to the Board of Governors each year stating the reason for the Inactive Status.
2. Each request must have the Inactive fee accompanying it.
3. Member will forfeit his/her future rights to obtaining the Wet or Dry Sail slips and must re-enter via the waiting list based on his/her seniority. A member inactive for no more than one (1) year will retain his/her original seniority date. Members inactive for more than one (1) year will have a new seniority date established, based on the date they return to full membership status.
4. Member may store his/her boat on the premises while on Inactive Status for a maximum of 3 years or other time period agreed upon with the Board, if space is available, at the regular storage fee.
5. An inactive member waives all rights to the Club facilities until reinstated to regular status unless s/he attends as a guest.
6. An Inactive membership must be approved by the Board of Governors.

H. DUTY OFFICER ROLE AND RESPONSIBILITIES

The "Sail Patrol/Duty Officer Coordinator" (see Section F) is responsible for organizing the staffing of a Club Duty Office at PMI during days and times when the PMI grounds are normally in heavy use (weekend days and holidays during the season to coincide with weekend guest fee days as specified in By-Laws). Two Duty Officers (2 member families or two separate individual members) per day will be scheduled if total membership numbers permit. Staffing level may be adjusted as needed for special events. The assigned Duty Officer(s) is/are expected to support Club operations from 9 a.m. until 5 p.m. on the designated day.

The member(s) assigned to Duty Officer on each date would be responsible for the following basic tasks at a minimum:

1. Opening the Club
 - a. Unlock the main gate, bathrooms, pavilion and sail patrol shed.
 - b. Hang the US flag on the beach flagpole.
 - c. Retrieve the Duty Officer box from the pavilion and set up a Duty Officer station near the pavilion and within clear line-of-sight of the beach and lake.
 - d. Set up the Club's VHF radio and monitor broadcasts on channel 16 (official marine emergency channel).
 - e. Verify proper functioning of club facilities at the start of each day (toilets, drains, hot water heater, etc.), fix minor problems and report problems that can't be fixed to the Vice-Commodore.
 - f. Clean the bathrooms and resupply with soap, toilet paper, paper towels and trash bags if needed. Check the beach and grounds for trash and glass.

2. During the Day

- a. Introduce yourself to those arriving at the Club that you do not know and verify that they are members. This is important for Club security and to reduce Club liability. Casual visitors who may be prospective members must be escorted around the property at all times by the Duty Officer or another member. All other non-members should be politely asked to leave after explaining that PMI is a private club – this includes persons who may tie a boat up at one of the PMI docks.
- b. Monitor activity on the grounds (especially the beach) for adherence to club rules and policies by members and guests. Remind members and guests to avoid the east half of the beach throughout the day to allow safe sailboat entry and exit. Remind dog owners of leash rules as necessary (Section M-3).
- c. Monitor the immediate offshore area for boats having problems and monitor VHF Channel 16 for local area distress calls.
- d. Assist members in summoning the Sail Patrol as needed if any certified Sail Patrol members are present and available. (Note: Sail Patrol members are requested to check-in with the Club Duty Officer when they arrive at PMI so the Duty Officer knows who may be available.) Also, assist the Sail Patrol to ensure the rescue boat is available and ready for launching if needed.
- e. In the event of an emergency on the water when no Sail Patrol members are present or for a medical emergency or security issue on the grounds, call 911 to get professional assistance.
- f. Register visitors and serve as a contact point for prospective members to receive information about the club and an orientation/introduction service for new members.
- g. Provide services to assist members (message center for lost & found items, provide forgotten combinations, contact information for events or committees, contacts for reporting problems and answering questions, etc.).
- h. Grounds and facilities cleanup and replenishing of supplies if needed – toilet paper, paper towels, soap, etc.
- i. Any other service for the Club which a member might reasonably expect to be able to perform by people who serve one day per year and base their actions primarily on common sense, short checklists and procedures, and access to lists (such as lock combinations or contact information for officers or committee chairmen).

3. Closing the Club

- a. Complete the Duty Officer checklist and place it in the Duty Officer notebook. Be sure to note any new member inquiries and any circumstances requiring Sail Patrol or other professional assistance.
- b. Take down and fold the flag and turn off and disconnect the VHF radio. Return the Duty Officer box, radio, flag and any other equipment to the storage location in the food preparation area of the pavilion.
- c. If you are the last to leave, be sure all appropriate lights are turned off and all buildings and the main gate are locked behind you. If other members are still present, advise them that you are done as Duty Officer for the day and remind them about lights and locking up.

I. SAIL PATROL

1. The Sail Patrol is an optional service provided by the Club when members “certified” to use the Sail Patrol powerboat are available to operate the craft and conditions warrant.
2. ONLY trained and certified members may pilot the Sail Patrol rescue boat for emergency assistance or organized sailboat race activity support. For emergency operations, there must be a certified boat driver and at least 1 other adult member capable and comfortable with emergency assistance on the rescue boat at all times. The certified boat driver must stay at the wheel and control the throttle at all times while the 2nd helper assists persons in the water. All members on the rescue boat must wear a life jacket at all times.

3. PMI Sail Patrol Boat Start Up, Safe Operation and Shut Down Procedures are documented on the Club's web site. Members wishing to certify must attend training, read and sign their downloaded copy of the Procedures and present to the Vice Commodore for his/her approval.
4. Members of the Sail Patrol should check-in with the Club Duty Officer when they are at PMI to let them know they are at the Club and available for assistance if needed.
5. To ensure the rescue boat is ready to go in the event of an emergency. members of the Sail Patrol should uncover the rescue boat if conditions warrant and check the gas tanks stored in the Sail Patrol shed for fuel when they arrive at PMI. Notify the Vice-Commodore or Sail Patrol/Duty Officer Coordinator if fuel supply is getting low.
6. Re-cover the rescue boat as necessary and return the fuel tanks to the Sail Patrol shed when you leave and advise the Duty Officer that you are no longer available for emergency assistance.
7. Duty Officers are instructed to call 911 for on the water emergencies unless certified Sail Patrol rescue boat operators are available to assist with rescue and conditions warrant.

J. DOCKAGE – BOAT STORAGE AND BOAT USAGE

SUMMARY: These policies are set forth as a guide for best usage of our Club facilities. Any matters or problems not covered below will be discussed and acted upon by the Board of Governors.

1. Dockage and Storage requests

Only written requests submitted to the Dockmaster for dockage and boat storage as incorporated into the written membership application will be recognized whether for new requests, requests for changes or renewal of existing dockage or storage.

2. Dockage and boat storage

- a. All dockage and boat storage assignments will be made at the discretion of the Dockmaster.
- b. No dock or storage will be assigned to members who do not have a boat on the premises or a reasonable anticipated date for the arrival of the boat on club grounds.
- c. Dock and storage assignments will be based on membership seniority when an opening appears.
 1. Members requesting dockage or storage for the first time will go on a waiting list in order of their seniority as determined by the date of initial membership application.
 2. Members delinquent in renewing their membership and paying dock or storage fees by the established due date (May 1st) will lose their existing dock or storage assignment and will go on the waiting list in order of their seniority. Continued member failure to pay relevant fees may result in boat being declared "abandoned" and applicable legal action being taken.
 3. Members changing boats and requesting new dockage or storage will be placed on the waiting list for available dockage or storage in order of seniority.
- d. Dockage and storage assignments may be sublet, at no profit, to another Club member for a maximum of one year with Board approval. The member of record (sub-leasing) such space will not have any special claim on that space at the end of the lease period. The space either reverts to the original member or will be assigned to the next person on the waiting list by the Dockmaster.
- e. Extended storage of empty trailers is not permitted on the PMI property except with the specific permission of the Dockmaster. For members who have paid summer trailer storage fees, an empty trailer should be moved to the storage area at PYC south of the water plant and west of Hamilton St. Extension as soon as possible after the boat is launched. All other empty trailers belonging to members not paying the appropriate trailer storage fee must be removed immediately after the boat has been launched and cannot remain on the PMI property.

In the event that the storage area at PYC is unusable, the Board will find an alternative storage location or designate a trailer storage area on the PMI property. Members will be responsible for mowing and upkeep around their trailer if summer storage at PMI occurs.

f. The fourth level in the boat shed is locker space only. All boats must be stored in the lower three levels.

g. NO FLAMMABLE LIQUIDS ARE PERMITTED IN THE BOAT STORAGE SHEDS. IF DETECTED, THEY WILL BE REMOVED AND DISCARDED.

h. Boat limitations:

1. Boats docked on the wall may not exceed 22 ft. in length overall (LOA) unless an exception is granted by the Board of Governors.

2. Boats docked in the South Cove mud slips may not exceed 22 ft. in length and draft must allow for current depth conditions in that area.

3. Dry-sail boats stored on the back line along South Cove may not exceed 23 ft. in length. This area is reserved primarily for mono-hulls.

4. Dry-sail boats stored on the traffic island (aka "Cat" island) may not exceed 20 ft. in length. This area is reserved primarily for multi-hulls.

5. Maximum number of multi-hull boats permitted on Club premises will be established by the Board at the beginning of the boating season.

i. All members storing a boat and trailer on the PMI property are responsible for regularly mowing and maintaining the area around and under their boat.

j. The use of Club electrical outlets to service boats is not permitted.

3. Boat launching

a. The boat-launching ramp shall be closed to everyone except the members unless waived by the Board of Governors for a special exception. (e.g., approved regattas, disabled boat).

b. The Club boat launch ramp will be used for launching sailboats and Club-owned powerboats only.

c. A member is not allowed to dry sail a boat off of a trailer if that boat is not being stored on the premises in an assigned storage space without special permission from the Board and only if the boat meets all qualifications and limitations of Section J.

d. Guests may not launch boats from Club premises.

e. Sailboats have the right-of-way on the beach at all times. Members and guests who are not sailing must keep clear of the area used to launch and land boats on the east side of the beach.

f. Vehicles may not be parked where they could block the boat launch lane around the storage sheds.

4. Dock usage

a. Wall docks are intended primarily for the use of member monohull boats having paid appropriate wall dock fees. Any alternate use must be requested through the Dockmaster and subject to the review and approval by the Board of Governors.

b. Members launching dry-sailed boats from the boat ramp may tie up his/her boat along the wall in the designated guest location only for a single day when space is available. Dry-sail boats are not to be left on the wall overnight if you are not on the premises. The member must submit a written request to the Board for their review and approval to dock a dry-sailed boat for a period of time longer than one day. A majority of all Board members must approve the member's request.

c. The Board of Governors may assess special daily dockage fees for non-members who dock boats on Club premises under conditions that are not bona fide emergencies. The intent of this section is to provide a way to discourage abuse of the Club's goodwill by the boating public who are not members of PMI.

5. Boat use

a. Power boats, other than the Club-owned power boat(s) are not allowed on Club premises.

- b. Boats may not be left on the beach for more than 24 hours if the owner is not on the premises. When a member planning to return the next day leaves his/her boat on the beach overnight, s/he must stow the sails and move the boat to a position of safety which does not obstruct others' access to the beach.
- c. Use of the Club's powerboats is restricted to purposes authorized by the Sail Patrol/Duty Officer Coordinator, the Race Committee Chairman, the Club Commodore or Vice-Commodore only. Only members who have received training and are certified as summarized in Section I may operate the Club powerboat(s).

K. CAMPING AND CAMPFIRES

1. Camping

- a. Campsites may only be used by Club members only (and their guests if the member is present at all times). Only tents are permitted in the designated camping area north of the pavilion. No camping is permitted on the beach or in the picnic area.
- b. No one under 18 years of age may camp or start a campfire without parental supervision.
- c. Unoccupied tents or trailers cannot be left on Club property for more than one day.
- d. Motorized vehicles are not allowed in the picnic or tent camping area at any time. (Campers may want to bring a wagon to haul their gear to the camping area.)
- e. Owners of dogs staying with the member in the camping area overnight must follow all the dog policies in Section M-3 (Use of Premises) and ensure the dog is quiet during quiet hours.
- f. Campers must leave their campsite in good condition when departing – LEAVE NO TRACE !
- g. Members and their guests may leave their vehicles overnight only in the designated Club parking areas while camping.
- h. Party Permits also apply to members having more than 6 guests camping with them (Section B-3 Guest Policies and Fees).

2. Campfires

- a. Campfires are permitted in the designated firepit only and are not allowed on the beach.
- b. Members must attend to and monitor their campfire at all times and extinguish the fire completely before leaving the area. Fires are not permitted in high wind conditions or if wind direction would allow smoke to negatively impact PYC, adjacent Pultneyville neighbors or other members using the Club.
- c. No open cooking flames that might create a fire hazard are permitted in the tent camping area.
- d. Burning of garbage or trash in the firepit is prohibited.
- e. Large bonfires are not permitted unless scheduled and sanctioned by the Board for brush burning.

3. Campers/RVs

Camping in a camper, trailer or motorized RV is only permitted under the following conditions:

- a. The camper or trailer cannot exceed 22 ft. in length. Motorized RVs are NOT allowed unless "grandfathered in" by the Board.
- b. A permit for camping in a camper, trailer or RV is required using the Party Permit system as the means to obtain a permit which must be requested at least a week in advance and must be approved. No fee is associated with the permit unless the member also has more than 6 guests camping with them.
- c. Only one camper, RV or trailer per membership is permitted to camp on any given night with a maximum of 2 consecutive weekend nights allowed. (Note - Friday, Saturday and Sunday count as weekend nights.)
- d. No campers, trailers or RVs are allowed on days when Club social events are scheduled.

- e. The RV, camper or trailer must be parked in the designated location in the grass just south of the boat ramp and cannot block another member from being able to get his/her boat or vehicle in and out or obstruct anyone trying to use the boat ramp.
- f. The use of Club electrical outlets to service campers is not permitted.

L. FISHING BY FULL SEASON PMI MEMBERS

Full season PMI members may fish on the PMI property during the regular boating season and the off-season if they possess a valid fishing license and follow applicable NYS fishing regulations, are mindful of docked boats and other members using PMI during the regular boating season and follow all policies outlined in By-Laws Section N – “Use of Premises by Fishing Members” including the off-season fishing member guest policy.

M. USE OF PREMISES BY FULL SEASON PMI MEMBERS AND GUESTS

SAFETY IS FOREMOST. PLEASE SHOW RESPECT FOR OTHERS AND PMI PROPERTY AT ALL TIMES.

1. Parents are responsible for the behavior of their children at all times particularly when they are in or near the water. There is no lifeguard. Dependent children under 18 years of age are not allowed on PMI property at any time without the adult member.
2. Sailboats have the right-of-way on the beach at all times. For everyone’s safety, members and guests using the beach must keep clear of the area used to launch and land boats on the east side of the beach. Sailors are encouraged to launch and land on the east side of the beach if conditions permit.
3. All members must have their dogs leashed, attended, and under control at all times. Dogs are to be kept off the beach during peak hours on weekdays and weekends. Messes that the dog makes must be cleaned up and disposed of in the main trash container. The hill area east of the men’s room is the dog walk area (the cleanup mess rule applies in this area also). No dogs are permitted at scheduled Club social events or during times of scheduled racing events. Repeat violations of the dog policies may result in loss of a member’s pet privileges at the discretion of the Board.
4. Please monitor your noise generation in consideration of others, particularly after dark when people are retiring for the night. Quiet hours begin at 9 p.m. on weekdays and 10 p.m. on weekends.
5. Please use discretion when parking your vehicle. Do not block another member from being able to get their boat or vehicle in and out.
6. Members are responsible for cleaning up after themselves including picnic and camping areas and the beach. All Club equipment (chairs, grills, umbrellas etc.) and toys must be returned to the proper storage location and not left on the beach. Please use the containers provided for trash and empty them in the dumpster when full. Sand sculptures and holes dug in the sand must be returned to a natural condition before leaving so as not to create a safety hazard for others using the beach.
7. Mature and considerate behavior is expected at all times which means respect the property, other members and all others legally permitted to be on the property (e.g., contractors working on behalf of or hired by PMI.)
8. Members must not share lock combinations with any non-member. Close the gate after entering during non-peak times to discourage non-member access. Close and lock the gate if you are the last one to leave.
9. Members must abide by all policies for guests (Section B-3) including guest behavior and Party Permits and policies for camping (Section K) when participating in either activity.

10. Any member or guest not abiding by these rules and the guidelines set forth in PMI's By-Laws will be given a warning and/or asked to leave the premises. Repeat or egregious violations of Club policies by a member may result in permanent termination of Club membership at the discretion of the Board.

N. USE OF PREMISES BY FISHING MEMBERS

1. Fishing Members must park and fish in designated areas only. Fishing Members with an official NYS DMV Handicap Parking Permit may be allowed to drive on the grass to access the docks ONLY when the ground is solid and completely frozen. The DMV Parking permit must be displayed on the vehicle when parked on PMI property.
2. Mature behavior expected at all times which means enjoy and respect the property, other fishing members and all others legally permitted to be on the property (e.g., full season PMI Sailing Club members and contractors working on behalf of or hired by PMI.)
3. Close the gate after entering to prevent non-member access. Close and lock the gate if you are the last one to leave. Gate combinations are for Fishing Members only and are not to be shared.
4. Keep the grounds neat and clean. Carry-in carry-out.
5. Comply with all applicable NYS fishing regulations and display good sportsmanship.
6. Boat launch is for regular season member's sailboats only and not for fishing member use.
7. Comply with rules for guests including use of guest passes and accompanying your guest at all times. You are responsible for your guest's behavior and compliance with the rules for the use of the premises.
8. Any Fishing Member not abiding by PMI rules and policies for the use of the premises will be given a verbal warning documented in writing and submitted to the PMI Board and the member in violation. A second violation will require the Fishing Member to appear before the PMI Board to explain their actions following which the Board may decide to grant probation or terminate membership. Any further violations will result in immediate membership termination and PMI refusal to renew membership in the future.